



St. Joseph's Hamilton Joint Boards of Governors

October 2018

Open Agenda Package – Web Version

OUR
mission
vision
values



OUR MISSION //

Living the Legacy: Compassionate Care. Faith. Discovery.

OUR VISION //

On behalf of those we are privileged to serve, we will deliver an integrated, high quality care experience, pursue and share knowledge, and respect our rich diversity, always remaining faithful to our Roman Catholic values and traditions.

OUR VALUES //

Dignity. Respect. Service. Justice. Responsibility. Enquiry.

Mission: Living the Legacy – Compassionate Care.
Faith. Discovery.

Vision: On behalf of those we are privileged to serve, we will: deliver an integrated high quality care experience, pursue and share knowledge, respect our rich diversity, always remaining faithful to our Roman Catholic values and traditions.

Values: We commit ourselves to demonstrate in all that we undertake, the vision and values that inspired our Founders, the Sisters of St. Joseph. These are: **Dignity, Respect, Service, Justice, Responsibility and Enquiry.**

JBG Values

Responsibility – stewardship



Definition

Being a supportive and positive example for other team members. Being committed to meeting a high work standard. Continual learning and responsible use of time, human, financial and other resources directed to the common good.

Behaviours

- Is a leader
- Demonstrate resource consciousness
- Demonstrates a commitment to continual learning
- Fosters teamwork by supporting team decisions and building trust

St. Joseph's Hamilton Joint Boards of Governors – Open Agenda
Thursday, October 25, 2018
3:30 – 6:00 p.m.

Dofasco Boardroom – 2nd Floor – Juravinski Innovation Tower – T2215

- Elected Members** Mr. Sonny Monzavi (Chair), Mr. Lee Clayton, Dr. Naresh Agarwal, Mr. Peter Tice, Ms. Moira Taylor, Mr. Tony Thoma, Mr. David Tonin, Mr. Adriaan Korstanje, Ms. Lynn McNeil, Mr. Rod Dobson, Mrs. Barb Beaudoin, Mrs. Catherine Olsiak, Dr. Carolyn Byrne, Dr. Laura Harrington, Mr. Leo Perri.
- Ex-Officio Members** Dr. Greg Rutledge, Ms. Winnie Doyle, Dr. David Russell, Dr. Paul O'Byrne, Ms. Larisa Volman.
- Senior Management Team** Mr. Brian Guest, Ms. Mieke Ewen, Dr. Carolyn Gosse, Dr. Jack Gauldie, Dr. Tom Stewart.
- Resource** Ms. Jessica Fry, Mrs. Fadia Voogd, Ms. Sera Filice-Armenio, Ms. Maureen Ellis.

VALUES: D = dignity, R1 = respect, S = service, J = justice, R2 = responsibility, E = enquiry

Time	Item	Topic	Motion	Values	Lead	Page
3:35pm	1.0	Call to Order				
	1.1	<i>Opening Prayer and Reflection on RESPONSIBILITY</i>		R2	C. Olsiak All	
	1.2	<i>Introduction of Guests</i>				
	1.3	<i>Declaration of Conflict of Interest</i>				
	1.4	<i>Approval of Agenda</i>	<u>All JBG Voting Members:</u> THAT THE OPEN AGENDA OF THE OCTOBER 25, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE MEETING BE APPROVED	R2	S. Monzavi	
3:55pm	2.0	Consent Agenda				
	2.1	<i>Approval of St. Joseph's Hamilton Joint Boards of Governors Open Minutes</i>	<u>All JBG Voting Members:</u> THAT THE OPEN MINUTES OF THE SEPTEMBER 27, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE APPROVED	R2	S. Monzavi	

Time	Item	Topic	Motion	Values	Lead	Page
	2.2	<i>Governance Mission and Values Committee Minutes and Motions</i>	<p><u>All JBG Voting Members</u> THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF OCTOBER 2, 2018 BE ACCEPTED FOR INFORMATION</p> <p><u>All JBG Voting Members</u> THAT THE TERMS OF REFERENCE FOR ALL STANDING COMMITTEES OF THE BOARD BE FORWARDED TO THE JBG FOR APPROVAL</p> <p><u>All JBG Voting Members</u> THAT C. COUTURE CONTINUE TO SERVE THE REMAINDER OF HER TERM ON THE RESOURCE AND AUDIT COMMITTEE BE APPROVED</p> <p><u>All JBG Voting Members</u> THAT THE YODA (YOU-DECIDE-DELIBERATE-ACT) FRAMEWORK CONTINUE TO BE IMPLEMENTED AS THE ORGANIZATIONAL ETHICAL FRAMEWORK BE APPROVED</p>	R2	A.Korstanje	
	2.2.1	<i>Strategic Planning Update</i>			J. Woods	
	2.3	<i>Resource and Audit Committee Minutes and Motions</i>	<p><u>All JBG Voting Members</u> THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE MEETING OF OCTOBER 24, 2018 BE ACCEPTED FOR INFORMATION</p> <p><i>Please note that minutes will be on the blotter</i></p>		L. McNeil	

Time	Item	Topic	Motion	Values	Lead	Page
	2.3.1	<i>Engagement Survey Results – see ematerials</i>	All JBG Voting Members THAT THE REVISED INVESTMENT POLICY STATEMENT BE APPROVED		K. Albanese	
4:00pm	3.0	Quality & Patient Safety				
	3.1	<i>Quality Committee Minutes, Motions and Report</i>	All JBG Voting Members THAT THE MINUTES OF THE QUALITY COMMITTEE MEETING OF OCTOBER 9, 2018 BE ACCEPTED FOR INFORMATION	S	D. Tonin	
4:15pm	4.0	Medical Advisory Committee Presentation				
		There is no presentation this month.				
4:40pm	5.0	Reports				
	5.1	<i>Report of Chair</i>		R2	S. Monzavi	
	5.2	<i>Report of the President and CEO, St. Joseph's Health System</i>		R2	T. Stewart	
	5.3	<i>Report of Presidents</i>		R2/S	B. Guest W. Doyle C. Gosse	
	5.3.1	<i>Report of SJVD – B. Guest</i>				
	5.3.2	<i>Report of SJHH – W. Doyle</i>				
	5.3.3	<i>Report of SJHC – C. Gosse</i>				
	5.4	<i>Report of the Chief Nursing Executive</i>		R2/S	L. Volman	
	5.5	<i>Report of the Vice President Research</i>		R2	J. Gauldie	
	5.6	<i>Report of the Chief of Staff</i>		R2	D. Russell	
	5.7	<i>Report of President, Medical Staff Association</i>		R2	G. Rutledge	

Time	Item	Topic	Motion	Values	Lead	Page
	5.8	<i>Report of the President SJVD Foundation SJHH Foundation</i>		R2	M. Ellis S. Filice- Armenio	
4:50pm	6.0	Information / Education Items				
	6.1	Walkabout Schedule and Council Meeting Schedule		R2 / E	S. Monzavi	
	6.2	LHIN Board Meeting Briefing Note				
4:50pm	6.0	Adjournment				
	6.1	<i>Motion to adjourn</i>	<u>All JBG Voting Members:</u> THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE ADJOURNED		S. Monzavi	
4:50pm	7.0	Break followed by Closed Session				

Committee: **St. Joseph's Hamilton Joint Boards of Governors – OPEN SESSION** Date: September 27, 2018
Called to order at: 15:30 hours Adjourned: 17:05 hours

St. Joseph's Healthcare Hamilton Voting Members:

Mr. S. Monzavi, Mr. A. Korstanje, Ms. L. McNeil, Mrs. C. Olsiak, Mr. P. Tice, Dr. C. Byrne, Dr. N. Agarwal.

St. Joseph's Villa Dundas Voting Members:

Mr. S. Monzavi, Mr. A. Korstanje, Ms. L. McNeil, Mrs. M. Taylor, Mr. T. Thoma, Mr. R. Dobson, Dr. L. Harrington.

St. Joseph's Homecare Hamilton Voting Members:

Mr. S. Monzavi, Mr. A. Korstanje, Ms. L. McNeil, Mr. L. Clayton, Mr. D. Tonin, Mrs. B. Beaudoin, Mr. L. Perri.

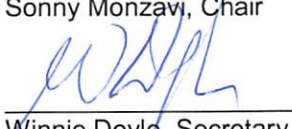
Location: Dofasco Boardroom – Juravinski Innovation Tower
Present: Mr. S. Monzavi, Chair, Mr. A. Korstanje, Mr. T. Thoma, Mr. D. Tonin, Mrs. M. Taylor, Mrs. L. McNeil, Mrs. C. Olsiak, Dr. N. Agarwal, Dr. T. Stewart, Ms. W. Doyle, Dr. C. Byrne, Mr. L. Clayton, Ms. L. Volman, Dr. P. O'Byrne, Mrs. B. Beaudoin., Dr. G. Rutledge, Dr. L. Harrington, Mr. L. Perri.
Regrets: Mr. P. Tice, Mr. R. Dobson, Dr. J. Gaudie
Resource Staff: Mrs. V. Ambrosini, Dr. C. Gosse, Mr. B. Guest, Ms. M. Ewen, Ms. S. Hollis, Mr. R. Badzioch, Dr. P. Bieling, Ms. K. Langstaff, Dr. D. Russell, Mr. J. Woods.
Guests: Dr. W. Alhazzani.
NEXT MEETING: October 25, 2018

Subject	Discussion
PROTOCOL	
1.0 CALL TO ORDER	The meeting was called to order at 1530 hours by S. Monzavi.
1.1 OPENING PRAYER	N. Agarwal opened the meeting with a prayer. There was reflection with respect to the value of DIGNITY.
1.2 INTRODUCTION OF GUESTS	All invited guests were introduced.
1.3 DECLARATION OF CONFLICT OF INTEREST	<ul style="list-style-type: none"> • None <p style="text-align: right;"><u>All JBG Voting Members</u></p>
1.4 APPROVAL OF AGENDA	<p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS AGENDA BE APPROVED AS CIRCULATED.</p>
2. CONSENT AGENDA	<p style="text-align: right;"><u>All JBG Voting Members</u></p>
2.1 APPROVAL OF ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS OPEN MINUTES	<p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE MINUTES OF THE OPEN SESSION OF THE JUNE 28, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE BE APPROVED</p>

Subject	Discussion
<p>2.2 GOVERNANCE, MISSION AND VALUES COMMITTEE MINUTES AND MOTIONS</p>	<ul style="list-style-type: none"> No additional comments. <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE OF SEPTEMBER 4, 2018 BE ACCEPTED FOR INFORMATION.</p> <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT JBG POLICIES 1-24 BE APPROVED.</p>
<p>2.2.1 Enterprise Risk Management – Update</p>	<ul style="list-style-type: none"> A quarterly update on Enterprise Risk Management (ERM) was provided. The update focused on overview of the ERM approach (SJHH, SJVD, SJHC), compliance risk pillar (SJHH, SJVD), any high or very high risks (SJHH, SJVD), and ERM implementation progress update (SJHC). In response to a question, it was noted SJHH cyber security is protecting our perimeters each day on a 24 hour basis and cyber security training for staff takes place on a regular basis.
<p>2.2.2 Strategic Plan Update</p>	<ul style="list-style-type: none"> J. Woods provided an update on the strategic planning process to date. An ad-hoc committee was struck over the summer and a number of retreats have been scheduled. Critical importance focusing on lead indicators and context map will provide a draft of our strategic priorities which include: new models of patient focused care, System leadership for key regional initiatives, leverage partnerships with academic institutions for research, education, staff and physician engagement and stewardship and operational excellence. Meetings with our community partner organizations are 75% complete. A common thread with respect to key messages thus far from our community partners was to not underestimate the importance of our reputation and our Mission and Values. JBG members endorsed the plan moving forward noting there will be opportunity for members to participate and voice their opinions. In response to a question, JBG members will be provided with a strategic planning information package following the October 2nd retreat.
<p>2.3 RESOURCE AND AUDIT COMMITTEE MINUTES AND MOTIONS</p>	<ul style="list-style-type: none"> Different funding models continue to be explored with regards to operational planning and performance. Clarification on the timing of Ministry funding was provided.

Subject	Discussion
	<p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE OF SEPTEMBER 19, 2018 BE ACCEPTED FOR INFORMATION</p> <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE 2018/2019 RESOURCE AND AUDIT COMMITTEE TERMS OF REFERENCE AND WORK PLAN BE APPROVED</p>
<p>3. QUALITY AND PATIENT SAFETY</p> <p>3.1 QUALITY COMMITTEE MINUTES, MOTIONS AND REPORT</p>	<p style="text-align: center;"><u>SJHH Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE SJHH SIGNING OF CHEQUES AND ELECTRONIC FUND TRANSFERS POLICY BE APPROVED</p> <ul style="list-style-type: none"> • A patient story was relayed from the General Internal Medicine Program at SJHH. The story demonstrated the importance of how only a few years of advancing research can change a patient's medical outcome and how important the partnership is between research and hospitals. • Webex presentations were received on "The JBG's Role in Quality – Preparation for Accreditation" and "Quality Improvement Plans and Quality and Safety Metrics Q1". • A follow up on the SJVD Resident Quality Inspection (RQI) action plan was received.
<p>4. MEDICAL ADVISORY COMMITTEE PRESENTATION</p>	<p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE MINUTES OF THE QUALITY COMMITTEE OF SEPTEMBER 11, 2018 BE ACCEPTED FOR INFORMATION</p> <ul style="list-style-type: none"> • Dr. W. Alhazzani gave an informative presentation on an initiative called GUIDE, which was developed at SJHH and is comprised of experts in the field of clinical practice guidelines development and systematic reviews, designed primarily for critical care clinicians. • It was noted that great support was received from the ICU and the Department of Medicine at McMaster in developing these guidelines.

Subject	Discussion
<p>5. REPORTS</p> <p>5.1 REPORT OF CHAIR</p> <p>5.2 REPORT OF THE PRESIDENT AND CEO SJHS</p> <p>5.3 REPORT OF PRESIDENTS</p> <p>5.3.1 Update on SJVD – B. Guest</p> <p>5.3.2 Update on SJHC – C. Gosse</p> <p>5.3.3 Update on SJHH – W. Doyle</p> <p>5.4 REPORT OF THE CHIEF NURSING OFFICER</p> <p>5.5 VICE PRESIDENT RESEARCH</p> <p>5.6 REPORT OF THE CHIEF OF STAFF</p>	<ul style="list-style-type: none"> • There was no report. • T. Stewart thanked the JBG for their support as he undertakes the role of President and CEO SJHS. Onboarding is occurring with visits to each system organization and this is providing a great learning opportunity. • Updates were provided on Group Purchasing savings, International Outreach, Nunavut recruitment opportunities for staff, and very positive feedback from both the LHIN and MOHLTC on SJHH ICC project. • Various meetings with government officials have taken place and a tour of West 5th is scheduled for November with the Minister of Health to discuss LTC, Mental Health innovation and Acute Care. • B. Guest reported the positive impact shown when an organization needs support and how everyone rallies to help out. Appreciation was extended to our Foundations for their support which has been critical in assisting the organization in the delivery of patient care. • M. Ewen provided details of a new system that has been implemented when a resident passes away. This initiative is called the “Honour Guard” and involves family, staff and residents walking with residents as they leave SJVD. • Board members are cordially invited to attend the Staff recognition event being held on Oct 18th at St. Naum Macedonian Orthodox Church and Banquet Hall. • Thank you to the leadership team for those working in an interim role and to S. Monzavi for his support and mentorship • Congratulations to the Firestone Institute for celebrating their 40 year anniversary. • Feedback was requested from board members with respect to a presentation on credentialing if it would be of interest to JBG members. Please respond directly to S. Monzavi or W. Doyle. • In response to a question regarding research opportunities for Dovetale, it was noted we are providing ongoing help with processes and methodologies to Trillium. It was noted that no known research in Geriatric Rapid Assessment Clinic or Dialysis was occurring at the moment. P. Bieling did note formal research was completed on the transition of the move into the new building at West 5th. • A suggestion was also put forward for case studies to be developed for Dovetale which would be used for teaching opportunities. • A briefing note was provided on “Nurse Practitioners – Untapped Resource”. Background, current state, recent changes in the NP scope of practice enabled by SJHH and future opportunities for optimizing the NP role were overviewed. • There was no report. • D. Russell thanked everyone for their support in his return to SJHH on an interim basis. • An update on the withdrawal of Saudi residents was provided. Regardless of the Saudi issue, there is still a need to modify physician coverage is provided at night. • An update on physician recruitment was provided. • Congratulations on a very successful Firestone go-live.

Subject	Discussion
<p>5.7 REPORT OF THE PRESIDENT PROFESSIONAL STAFF ASSOCIATION</p>	<ul style="list-style-type: none"> Provincial concerns are at the forefront for physicians due to lack of contract for the past five years. Positive feedback on implementation of Dovetale due to the excellent work of leadership. Institution training and resident availability on night shift are issues of concern.
<p>5.8 REPORT OF FOUNDATION PRESIDENTS</p>	
<p>SJVD FOUNDATION</p>	<ul style="list-style-type: none"> The new SJVD website has been launched. The public phase of the "Gift of Love" Campaign for Margaret's Place Hospice kicked off at SJV on July 30th. It was noted that the media schedule will kick off on September 19th. The Annual Neil McArthur Golf Tournament will be held on October 2nd. It was noted that the event is now sold out. The 18th Annual Gala will be held on Friday, April 26th. Information will be circulated as it becomes available. The Road2Hope will be held on November 3rd and November 4th at ArcelorMittal Dofasco Park.
<p>SJHH FOUNDATION</p>	<ul style="list-style-type: none"> Marketing for "A Mental Health Morning" on October 2nd featuring keynote speaker Margaret Trudeau is going well. A tour of the West 5th Campus will occur the evening of October 1st. Spirit of Hope award will also be awarded. The 21st Annual St. Joe's Gala "Havana Nights" will be held on November 3rd. On November 8th, the 10th year anniversary of the Baby Wall will take place. The Foundation's new website went live in early September with refreshed copy, up to date imagery and an entirely new look. The 2017-2018 Donor Impact Report will be released to the community in mid-October. Focus on donor and Dr. Kapoor's relationship – grateful patients make up about 80% of our revenue. The SJHH Foundation website has been updated.
<p>6. INFORMATION EDUCATION ITEMS</p>	<p>6.1 Walkabout Schedule and Council Meeting Schedule 6.2 LHIN Board Meeting Briefing Note</p>
<p>7. OTHER BUSINESS</p>	<ul style="list-style-type: none"> There was no other business noted.
<p>8. ADJOURNMENT</p>	<p>THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE ADJOURNED</p> <p>_____ Sonny Monzavi, Chair</p>  <p>_____ Winnie Doyle, Secretary</p>

Subject	Discussion
	<p data-bbox="482 236 802 308"><i>V. Ambrosini</i></p> <p data-bbox="460 308 768 340">Vicki Ambrosini, Recorder</p>