



## **St. Joseph's Hamilton Joint Boards of Governors**

*January 30<sup>th</sup> 2020*

*Open Agenda Package – Web Version*

**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

## **Justice** – for all in need



### **Definition**

Justice is synonymous with such words as fairness, fair-mindedness, even-handedness, and impartiality. In order to be just, one has to be able to serve everyone who needs health care without discriminating against anyone who needs health care.

### **Behaviours**

- Consistency in promoting justice and preventing injustice
- Is fair in practice
- Demonstrate impartiality

**St. Joseph's Hamilton Joint Boards of Governors – Open Agenda**  
**Thursday, January 30, 2020**  
**1530 hours**

***Dofasco Boardroom – 2<sup>nd</sup> Floor – Juravinski Innovation Tower – T2215***

- Elected Members** Mr. Adriaan Korstanje (Chair), Mr. Lee Clayton, Dr. Naresh Agarwal, Mr. David Tonin, Mr. Sonny Monzavi, Ms. Lynn McNeil, Mr. Rod Dobson, Mrs. Barb Beaudoin, Mrs. Catherine Olsiak, Dr. Carolyn Byrne, Dr. Laura Harrington, Mr. Leo Perri, Ms. Mary Martin.
- Ex-Officio Members** Dr. Matt Miller, Ms. Winnie Doyle, Dr. David Russell, Dr. Paul O'Byrne, Ms. Melissa Farrell.
- Senior Management Team** Dr. Tom Stewart, Mr. Brian Guest, Ms. Mieke Ewen, Dr. Carolyn Gosse, Dr. Jack Gauldie.
- Resource** Mrs. Stephanie Trowbridge, Mrs. Fadia Voogd, Ms. Sera Filice-Armenio, Mr. Don Davidson, Mr. Adam Guy.

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

<i>Time</i>	<i>Item</i>	<i>Topic</i>	<i>Values</i>	<i>Lead</i>	<i>Page</i>
<b>1530</b>	<b>1.0</b>	<b>Call to Order</b>		A.Korstanje	
	1.1	Opening Prayer and Reflection on <b>JUSTICE</b>	R2		
	1.2	Introduction of Guests	R2		
<b>1535</b>	<b>2.0</b>	<b>Consent Agenda Part "A" (Motions Listed)</b> <b><i>(Note: Any JBG Member can ask for removal of any item from Consent Agenda for discussion)</i></b>			
		<b>THAT THE FOLLOWING RECOMMENDATIONS BE APPROVED:</b>	R2	All	
	2.1	<b>Approval of Agenda</b> <u>JBG Voting Members</u> <b>THAT THE AGENDA FOR THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE APPROVED AS CIRCULATED</b>			
	2.2	<b>Declaration of Conflict of Interest</b> <u>JBG Voting Members</u> <b>THAT THERE IS NO CONFLICT OF INTEREST NOTED</b>			
	2.3	<b>Approval of Minutes of the JBG Meeting</b> <u>JBG Voting Members</u> <b>THAT THE MINUTES OF THE OPEN SESSION OF THE MEETING OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS HELD NOVEMBER 28, 2019 BE APPROVED</b>			

<b>1540</b>	<b>3.0</b>	<b>Generative Discussion</b>			
		Volunteer Resources	E	S. Zidaric-Seymour	
<b>1610</b>	<b>4.0</b>	<b>Business (Motions Listed)</b>			
	4.1	<b>Quality Committee</b> <u>JBG Voting Members</u> <b>THAT THE MINUTES OF THE QUALITY COMMITTEE MEETING OF DECEMBER 17, 2019 BE ACCEPTED FOR INFORMATION</b>  <u>JBG Voting Members</u> <b>THAT THE MINUTES OF THE QUALITY COMMITTEE MEETING OF JANUARY 21, 2020 BE ACCEPTED FOR INFORMATION</b>	R2	B. Beaudoin	
	4.2	Other			
<b>1630</b>	<b>5.0</b>	<b>Reports</b>			
		<b>THE FOLLOWING REPORTS ARE PROVIDED FOR INFORMATION:</b>			
	5.1	Summary Report of the Governance, Mission and Values Committee	R2	L.McNeil	
	5.2	Treasurer's Report from Resource and Audit Committee	R2	D. Tonin	
	5.3	Chair's Remarks	R2	A. Korstanje	
	5.4	Report of Presidents		M.Farrell/ C. Gosse	
	5.5	Report of Chief of Staff	R2	D. Russell	
	5.6	Report of SJHS President and CEO	R2	T. Stewart	
	5.7	Report of the President, Medical Staff Association	R2	M. Miller	
<b>1650</b>	<b>6.0</b>	<b>Consent Agenda Part "B" (Motions Listed)</b> <i>(Note: Any JBG Member can ask for removal of any item from Consent Agenda for discussion)</i>			
	6.1	<b>Governance, Mission and Values Committee</b> <u>SJHH AND SJVD Voting Members</u> <b>THAT THE PROPOSED CHANGES TO THE MOU'S BETWEEN SJVD AND SJVD FOUNDATION AND SJHH AND SJHH FOUNDATION BE PRESENTED AS DRAFTS FOR REVIEW WITH EACH OF THE RESPECTIVE FOUNDATION BOARDS BE APPROVED</b>	R2	L. McNeil	

		<u>JBG Voting Members</u> <b>THAT THE REVISIONS TO THE NOMINATING SUBCOMMITTEE TERMS OF REFERENCE BE APPROVED</b>			
	6.2	<b>Resource and Audit Committee</b>	R2	D. Tonin	
<b>1700</b>	<b>7.0</b>	<b>Information Items</b>			
	7.1	Reports from Foundations	R2	S. Filice- Armenio/ D. Davidson	
	7.2	Quality Council Executive Visit Schedule			
	<b>8.0</b>	<b>Adjournment</b>		A. Korstanje	

Committee: St. Joseph's Hamilton Joint Boards of Governors – OPEN SESSION Date: November 28, 2019  
Called to order at: 1530 hours Adjourned: 1630 hours

**St. Joseph's Healthcare Hamilton Voting Members:**

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

**St. Joseph's Villa Dundas Voting Members:**

Mr. A. Korstanje, Ms. L. McNeil, Mr. D. Tonin, Ms. M. Martin, Mr. R. Dobson, Dr. L. Harrington, Mrs. B. Beaudoin.

**St. Joseph's Homecare Hamilton Voting Members:**

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

Location: Dofasco Boardroom – Juravinski Innovation Tower  
Present: Mr. A. Korstanje, Chair, Mr. S. Monzavi, Mr. R. Dobson, Mrs. L. McNeil, Mrs. C. Olsiak, Dr. N. Agarwal, Dr. T. Stewart, Ms. W. Doyle, Mrs. B. Beaudoin, Dr. L. Harrington, Mr. L. Perri, Mr. L. Clayton, Dr. N. Ahuja, Ms. M. Farrell, Mr. D. Tonin, Dr. C. Byrne, Ms. M. Martin, Dr. D. Russell.  
Regrets: Dr. P. O'Byrne.  
Resource Staff: Ms. F. Voogd, Dr. C. Gosse, Ms. S. Hollis, Ms. S. Trowbridge, Mr. D. Davidson, Dr. J. Gauldie.  
Guests: Ms. T. Johnson.  
NEXT MEETING: January 30, 2020.

Subject	Discussion
<b>PROTOCOL</b>	
<b>1.0 CALL TO ORDER</b>	The meeting was called to order at 1530 hours by A. Korstanje.
<b>1.1 OPENING PRAYER</b>	M. Martin opened the meeting with a prayer. There was reflection with respect to the value of RESPONSIBILITY. T. Johnson, SJVD gave an example of living the value of RESPONSIBILITY.
<b>1.2 INTRODUCTION OF GUESTS</b>	All invited guests were introduced.
<b>1.3 DECLARATION OF CONFLICT OF INTEREST</b>	<ul style="list-style-type: none"> <li>• There was no conflict of interest noted.</li> <li>• The chair noted that any items may be brought out of the consent agenda for discussion.</li> </ul>
<b>1.4 APPROVAL OF AGENDA</b>	<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><b>THAT THE AGENDA FOR THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE APPROVED AS CIRCULATED</b></p>
<b>2. AGENDA</b>	<p style="text-align: center;"><u>All JBG Voting Members</u></p>
<b>2.1 APPROVAL OF ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS OPEN MINUTES</b>	<p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p><b>THAT THE MINUTES FOR THE OPEN SESSION OF THE MEETING OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS HELD OCTOBER 31, 2019 BE APPROVED</b></p>



Subject	Discussion
<p><b>2.2 GOVERNANCE, MISSION AND VALUES COMMITTEE MINUTES AND MOTIONS</b></p>	<ul style="list-style-type: none"> <li>• BLG information package on "Forming OHT's: The Role of the Health Provider Board" was highlighted.</li> <li>• Review is ongoing with respect to the Memorandums of Understanding between SJHS organizations and Foundation Boards.</li> <li>• It was noted that the SJHH Chief of Staff Evaluation process is scheduled to begin in February 2020.</li> </ul> <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><b>THAT THE MINUTES FOR THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF NOVEMBER 5, 2019 BE ACCEPTED FOR INFORMATION</b></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><b>THAT POLICY 026-JBG SJVD, SJHC PRESIDENT'S EVALUATION PROCESS BE APPROVED</b></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><b>THAT POLICY 025-JBG CREDENTIALLING ADVISORY COMMITTEE BE APPROVED</b></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><b>THAT THE JBG PAST CHAIR (SJHH VOTING MEMBER) BE APPOINTED TO THE CREDENTIALLING ADVISORY COMMITTEE BE APPROVED</b></p>
<p><b>2.3 RESOURCE AND AUDIT COMMITTEE MINUTES AND MOTIONS</b></p>	<ul style="list-style-type: none"> <li>• The summary report as circulated was highlighted.</li> </ul> <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><b>THAT THE MINUTES FOR THE RESOURCE AND AUDIT COMMITTEE MEETING OF NOVEMBER 20, 2019 BE ACCEPTED FOR INFORMATION</b></p>



Subject	Discussion
<p><b>3. QUALITY AND PATIENT SAFETY</b></p> <p><b>3.1 QUALITY COMMITTEE MINUTES, MOTIONS AND REPORT</b></p>	<ul style="list-style-type: none"> <li>• The patient story described a patient living with Huntingtons Disease, depression, anxiety and a frequent user of substances such alcohol and stimulants. They have received care from several programs including concurrent disorders and the capacity building team. The ED and PES team has worked with this patient for the past number of years and are a strong advocate for their care. Currently the patient has been referred to a treatment centre in Toronto in the hope that they will attend and get the care they need. Discussion occurred with respect to the reasons for the referral to Toronto.</li> <li>• Webex presentations on the quality report for Mental Health and Addiction Program, Semi-Annual Incident and Risk Analysis, Quality Improvement Plans and Quality and Safety Metrics Q2 were received.</li> <li>• Critical incident reports for SJHH, SJVD and SJHC were received.</li> </ul> <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><b>THAT THE MINUTES FOR THE QUALITY COMMITTEE MEETING OF NOVEMBER 19, 2019 BE ACCEPTED FOR INFORMATION</b></p>
<p><b>4. REPORTS</b></p> <p><b>4.1 REPORT OF CHAIR</b></p> <p><b>4.2 REPORT OF THE PRESIDENT AND CEO SJHS</b></p>	<ul style="list-style-type: none"> <li>• A. Korstanje attended meetings of the Research St. Joseph's Board of Directors, as well as Research Institute Finance and Audit Committee this month.</li> <li>• SJHS supported and approved the motion with respect to the construction of the ten bed hospice Margaret's Place.</li> <li>• A. Korstanje attended a recent meeting of the SJVD Family Council.</li> <li>• JBG members were thanked for attending the "Advancing Patient, Family and Staff Partnership Event "My Voice Matters" on November 26<sup>th</sup>.</li> <li>• JBG members were asked to consider lending their organizational capabilities and participating in the upcoming Around the Bay Road Race 2020.</li> </ul> <ul style="list-style-type: none"> <li>• Congratulations were extended to W. Doyle and S. Monzavi on their receipt of the Mission Legacy Award 2019.</li> <li>• On November 26<sup>th</sup> the Ministry of Health announced that the Hamilton Health Team OHT application has been selected to move forward. Further OHT announcements are expected shortly. It was noted that B. Lauckner will be responsible for the West region.</li> <li>• In celebration of Spiritual Care Week, all spiritual care team members were invited to a recognition event at the Chancery Office. The week was also a reminder of the phenomenal work and contributions of the Sisters of St. Joseph. An excellent article which highlighted the Sisters work and origins was written by the CBC and circulated two weeks ago.</li> <li>• An update on ending hallway healthcare and digital health strategy was provided.</li> </ul>

Subject	Discussion
<b>4.3 REPORT OF PRESIDENTS</b>	
<b>4.3.1 Update on SJVD – C. Gosse</b>	<ul style="list-style-type: none"> <li>• It was noted that SJVD received the Platinum Award for this year's Reader's Choice Awards for the Long Term Care Home of Choice.</li> <li>• The SJVD Strategic Plan was launched on November 6<sup>th</sup>.</li> <li>• An Engagement Day was held on November 23<sup>rd</sup> – this was open to residents and families, and included a travelling "coffee cart" with the executive team for front line staff. Idea is to educate and share information.</li> </ul>
<b>4.3.2 Update on SJHC – C. Gosse</b>	<ul style="list-style-type: none"> <li>• SJHC received the Gold Award in the "Best Home Care Service" category for the Readers Choice Awards.</li> <li>• The Strategic Plan for SJHC was launched the week of November 4.</li> </ul>
<b>4.3.3 Update on SJHH – M. Farrell</b>	<ul style="list-style-type: none"> <li>• The Strategic Plan was launched on November 4<sup>th</sup>. Lots of positive feedback from staff has been received with commentary that the plan "feels like SJHH".</li> <li>• The MOH came to meet with the team to discuss ALC – issues, hallway healthcare, potential solutions, etc.</li> <li>• Discussion occurred with respect to the community partnership between SJHH and Developmental Services Ontario.</li> <li>• It was noted that the research associated with the 3 Wishes Project has shown that the program is successful, powerful and cost-effective. M. Farrell noted that she has had the opportunity to speak to staff who are directly involved with the program and they have noted how meaningful it is not only for the patients and their families but also for the staff. It was noted that further discussion will occur at the Governance Committee and that this item will possibly come forward at a future generative discussion</li> <li>• SJHH Charlton Campus was a Diamond and Platinum winner in various categories in the Reader's Choice Awards.</li> </ul>
<b>4.4 REPORT OF THE CHIEF NURSING OFFICER</b>	<ul style="list-style-type: none"> <li>• A briefing note on Violence in the Workplace: Strategy to Improve Care and Staff Expertise – Mental Health and Addiction Program Code White Drills was overviewed. This report is an update on one of the strategies SJHH is undertaking to improve care and staff expertise related to Code White.</li> </ul>
<b>4.5 VICE PRESIDENT RESEARCH</b>	<ul style="list-style-type: none"> <li>• Various highlights were provided. Noted that the 40<sup>th</sup> Anniversary of the Firestone Institute for Respiratory Health was recently celebrated and the event was a tremendous success and it was very gratifying to see former students, many who are now in high ranking positions internationally, attend the event.</li> <li>• A search is ongoing for an Executive Director for FIRH. This should be in place by July 2020.</li> <li>• Discussion occurred with respect to wording modifications related to Health Canada requirements and clinical research proposals, particularly dealing with pregnancy precautions. SJHH will seek clarity with respect to the pathway for getting permission to make wording modifications if needed and what suitable wording requirements are acceptable. This is being worked through at present. It was noted that understanding the relationship between the Research Institute and the JBG needs to be examined.</li> </ul>
<b>4.6 REPORT OF THE CHIEF OF STAFF</b>	<ul style="list-style-type: none"> <li>• A comprehensive update on the Saudi physician situation was provided. Resident shortages were also discussed.</li> <li>• An update on physician wellness and the issues related to wellness in relation to staff and physicians were discussed.</li> </ul>

Subject	Discussion
<p><b>4.7 REPORT OF THE PRESIDENT MEDICAL STAFF ASSOCIATION</b></p>	<ul style="list-style-type: none"> <li>Physician health is a very strong interest for the Medical Staff Association.</li> <li>A Health Care Leadership Session featuring the topic of "Emotional Intelligence" was held on November 22.</li> <li>It is hoped that the collaborative meeting between the MSA's of SJHH and HHS will likely occur in the New Year.</li> <li>The Annual Medical Staff Association Dinner will be held January 17<sup>th</sup>. The guest speaker will be Mr. Bill Tholl. The title of the presentation – "Leading 21<sup>st</sup> Century Healthcare: What's Next for Physicians?"</li> <li>T. Stewart thanked N. Ahuja for all her efforts related to the Health Leadership Program.</li> </ul>
<p><b>4.8 REPORT OF FOUNDATION PRESIDENTS</b></p>	
<p><b>SJVD FOUNDATION</b></p>	<ul style="list-style-type: none"> <li>The JBG and Senior Leadership were thanked for their support with respect to the hospice project. Excellent community support and fundraising is occurring at this time. It was noted that the Capital Campaign would be wrapping up shortly and the next area of focus will be on operations and programming. .</li> <li>The Neil and Anne McArthur Golf Tournament was held in October and was a resounding success.</li> <li>Road2Hope was held at beginning of November. It is a very inspiring event which involves the participation of residents and recreational therapists.</li> <li>SJVD Gala will be held on April 24, 2020. The theme of next year's Gala will be "Inspired".</li> </ul>
<p><b>SJHH FOUNDATION</b></p>	<ul style="list-style-type: none"> <li>A briefing note on Foundation activities was provided.</li> <li>The 22<sup>nd</sup> Annual Holiday Gala was a great success and raised a significant amount of funds to assist in the purchasing of vital equipment.</li> <li>The Donor Impact Report was released at the end of October, and five upcoming tours of the Surgical Centre for donors and potential donors.</li> </ul>
<p><b>5. INFORMATION EDUCATION ITEMS</b></p>	<p>Walkabout Schedule and Council Meeting Schedule</p> <ul style="list-style-type: none"> <li>Noted that the schedule has also been extended to include participation by community members.</li> </ul>
<p><b>6. OTHER BUSINESS</b></p>	<ul style="list-style-type: none"> <li>There was no other business noted.</li> </ul>
<p><b>7. ADJOURNMENT</b></p>	<p><b>THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE ADJOURNED</b></p> <p>_____ Adriaan Korstanje, Chair</p> <p> Melissa Farrell, Secretary</p> <p> Fadia Voogd, Recorder</p>