



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

*May 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, May 28, 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, Mr. John Woods, Dr. Carolyn Gosse, Dr. Jack Gauldie.
- Resource** Mrs. Stephanie Trowbridge, Mrs. Fadia Voogd, Ms. Sera Filice-Armenio, Mr. Don Davidson.

**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 APRIL 30, 2020 BE APPROVED</b>			

1540	3.0	<b>Generative Discussion</b>			
		No generative discussion this month	E		
1610	4.0	<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 MAY 19, 2020 BE ACCEPTED FOR INFORMATION</b>	R2	B. Beaudoin	
		<u>JBG Voting Members</u> <b>THAT THE REVISED TERMS OF REFERENCE FOR THE QUALITY COMMITTEE BE APPROVED</b>			
	4.2	Other			
1630	5.0	<b>Reports</b>			
		<b>THE FOLLOWING REPORTS ARE PROVIDED FOR INFORMATION:</b>			
	5.1	Governance Committee Summary Report	R2	L. McNeil	
	5.2	Treasurer's Report from Resource and Audit Committee	R2	D. Tonin	
	5.2	Chair's Remarks	R2	A. Korstanje	
	5.3	Report of Presidents		M. Farrell/ C. Gosse/J. Woods	
	5.4	Report of the EVP and Chief Nursing Executive	R2	W. Doyle	
	5.4	Report of Chief of Staff	R2	D. Russell	
	5.5	Report of SJHS President and CEO	R2	T. Stewart	
	5.6	Report of the President, Medical Staff Association	R2	M. Miller	
1650	6.0	<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>JBG Voting Members</u> <b>THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF MAY 5, 2020 BE ACCEPTED FOR INFORMATION</b>	R2	L. McNeil	
	6.2	<b>Resource and Audit Committee</b> <u>SJHH Voting Members</u> <b>THAT THE SJHH AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2020 BE APPROVED</b>	R2	D. Tonin	

		<u>SJHC Voting Members</u> <b>THAT THE SJHC AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2020 BE APPROVED</b>			
		<u>SJHH Voting Members</u> <b>THAT THE SJHH DECLARATION OF COMPLIANCE FOR THE MSAA FOR THE PERIOD OF APRIL 1, 2019 TO MARCH 31, 2020 BE APPROVED</b>			
<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: April 30, 2020  
 Called to order at: 1530 Adjourned: 1645 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: VIA ZOOM

Present: Mr. A. Korstanje, Chair, Mr. R. Dobson, Mrs. L. McNeil, Mrs. C. Olsiak, Dr. N. Agarwal, Mrs. B. Beaudoin, Dr. L. Harrington, Mr. L. Perri, Mr. L. Clayton, Dr. M. Miller, Ms. M. Farrell, Mr. D. Tonin, Ms. M. Martin, Dr. D. Russell, Ms. W. Doyle, Dr. T. Stewart, Dr. C. Byrne, Mr. S. Monzavi, Dr. P. O'Byrne.

Regrets: -

Resource Staff: Ms. F. Voogd, Ms. L. Lawson, Mr. J. Woods, Ms. S. Hollis, Ms. S. Trowbridge, Dr. J. Hunter, Ms. F. Vavaroutsos, Mr. J. Aldis, Mr. B. Guest, Mr. D. Davidson.

Guests Open:

Guests In-Camera:

NEXT MEETING May 27, 2020

Subject	Discussion
<p><b>PROTOCOL</b></p> <p><b>1.0 CALL TO ORDER</b></p> <p><b>1.1 OPENING PRAYER</b></p> <p><b>1.2 INTRODUCTION OF GUESTS</b></p> <p><b>2.0 CONSENT AGENDA PART "A"</b></p> <p><b>3.0 GENERATIVE DISCUSSION</b></p>	<p>The meeting was called to order at 1530 hours by A. Korstanje.</p> <p>R. Dobson opened the meeting with a prayer. There was personal reflection with respect to the value of ENQUIRY.</p> <ul style="list-style-type: none"> <li>All invited guests were introduced. It was noted that no evaluations will be completed for this meeting. A special welcome was extended to J. Aldis, Senior VP Corporate who began at SJHH on April 6th.</li> <li>Reminder that all meetings of boards and board subcommittees are held via ZOOM.</li> <li>Noted there were no requests to remove items and therefore the following motions were approved:</li> </ul> <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTIONS WERE 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> <p><b>THAT NO CONFLICT OF INTEREST WAS NOTED</b></p> <p><b>THAT THE MINUTES OF THE OPEN SESSION OF THE MEETING OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS HELD MARCH 26, 2020 BE APPROVED</b></p> <p><b>THAT THE MINUTES OF THE SPECIAL MEETING OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS OF APRIL 17, 2020 BE APPROVED</b></p> <ul style="list-style-type: none"> <li>There was no generative discussion this month.</li> </ul>

**Subject**
**Discussion**
**4.0 BUSINESS**
**4.1 QUALITY COMMITTEE**

- There was no meeting of the Committee this month. It was noted that two items from the April meeting will be added to the May Agenda – the semi-annual critical incident and risk report and the annual patient relations report.

**4.2 OTHER**
**5.0 REPORTS**
**THE FOLLOWING REPORTS WERE RECEIVED FOR INFORMATION:**
**REPORT OF THE VP RESEARCH**

- J. Gaudie noted that this has been an incredibly busy three weeks in the research arena with respect to Covid-19 proposals. It was noted that Hamilton, SJHH and McMaster University have fared very well with the proposals that have been submitted. It's expected that an announcement with respect to these proposals will be made shortly.

**GOVERNANCE COMMITTEE SUMMARY REPORT**

- It was noted that conversations with respect to the governance process and how to support the executive team during this pandemic, while being mindful of our fiduciary responsibilities, have been ongoing throughout this critical period.
- It was noted at this time that the Enterprise Risk Management process is focused on risks identified specific to Covid-19 for all three organizations.
- The Nominating Committee have Identified six talented candidates for board membership and community representation on board subcommittees. References have been checked and a wrap up meeting will be held next week.

**TREASURER'S REPORT FROM THE RESOURCE AND AUDIT COMMITTEE**

- An overview of the Treasurer's Report was provided.

**CHAIR'S REMARKS**

- There were no remarks. Thanks were extended to all staff at all three organizations for their diligence and tremendous efforts.

**REPORT OF PRESIDENTS**
**SJHC**

- SJHC is focused on staffing and PPE at this time. An update on surveillance testing was provided. The Province has introduced a schedule for staffing with a "green, yellow and red" classification system. It was noted that SJHC is working on assisting response teams if a LTC facility is in the "red or yellow" area in terms of staffing. The LHIN asked SJHC to support a long term care home who had not yet reached the red staffing status and it was noted that SJHC is going to assist with RPN and PSW support.

**SJVD**

- An update on compliance orders will be provided in camera.
- An update on surveillance testing at SJVD was provided and it was noted that one resident tested positive. In response to a question, it was noted that when in outbreak, residents are confined to their rooms and the need for staffing levels increases. Once a positive case was identified, the priority for contact testing would go to those who were in contact with the resident.



**SJHH**

- An update on Covid-19 SJHH clinical and surgical recovery planning was provided. Highlights touched on approach to developing recovery plans, ethical principles, guiding principles, clinical planning framework, surgical recovery plan tiered definitions. A copy of this presentation will be circulated to the JBG.
- M. Farrell and J. Woods met with Minister of LTC today to discuss some of the proposals/submissions which have been sent into the Ministry. This provided an opportunity to speak to the Minister with respect to all three proposals which are on the table. The Minister was provided with a placemat which showed new care models to end hallway healthcare. In the last eight weeks have been able to secure funding to renovate a floor at the SJVD which was not functional initially but can now be used for patients. Currently exploring resources to complete and redevelopment other floors as well.
- A letter was received a few days ago that the PES redevelopment project is also under consideration by the Ministry for capital funding.
- SJHH has seen a 76 percent drop in surgical volumes. It was noted that much of the surgical volume is funded by case and SJHH will need to know whether we will be approved to maintain the QBP volumes funding.
- Discussion occurred with respect to the increase in virtual care visits and ALC scenarios.
- In response to a question, it was noted that everyone coming into hospital will be required to wear a mask when present in all public and patient areas.

**REPORT OF THE EVP AND CHIEF NURSING EXECUTIVE**

- An update on clinical activities was provided. The dedicated and mission driven teamwork and collaboration of staff at all three sites was noted. SJHH is now working on helping LTC and retirement homes in a collaborative fashion. An area of concern for staff has been the availability of appropriate PPE for certain clinical areas.

**REPORT OF CHIEF OF STAFF**

- Noted that PPE is a concern for physicians as well. The re-entry of learners back into their training was also highlighted and it was noted that it is hoped that all medical staff learners could be reintegrated by the Fall.

**REPORT OF SJHS PRESIDENT AND CEO**

- Congratulations were extended to M. Farrell on her first anniversary as President, SJHH.
- T. Stewart extended his congratulations on behalf of the SJHS to all staff, physicians and JBG for their dedication and support of the hospital at this time of crisis. The most amazing aspect is the sheer dedication of those who continually come to work to provide the absolute best care to all the patients we serve.
- An update on Covid-19 from the Provincial perspective was provided. Noted that M. Farrell is Co-Chair of the OW HMMS Regional Allocation Committee. A special thank you to M. Kanlic, Manager, MDR, SJHH who has championed the re-processing of N95 masks. Thanks were extended to the SJHS System Presidents who made the bold decision to test all patients for Covid-19 in their respective facilities. It was noted that learnings from the post-crisis period will be catalogued and reviewed. SJHS leaders are going to work with Ontario West as well as our academic partners as to what the future state of health care will look like post-Covid.

Subject	Discussion
	<p><b>REPORT OF THE DEAN, FACULTY OF HEALTH SCIENCES</b></p> <ul style="list-style-type: none"> <li>• P. O'Byrne extended thanks on behalf of the FHS to all in our region for their tremendous leadership and a particular thanks to all front line and behind the scenes staff. An update on McMaster's work and efforts during this time was also highlighted, including efforts from various disciplines with respect to looking at PPE manufacturing, testing etc.</li> <li>• The response and effort to develop high quality research has been outstanding and a thank you to all research leaders, and in particular J. Gaudie for his tireless efforts on behalf of SJHH at the provincial and federal level applications for grants. All research colleagues were thanked for championing this important cause.</li> <li>• The next issue to be tackled will be the ability of medical and nursing trainees to return to the clinical care setting. Hopeful that once elective procedures are back online again, learners can productively continue their learning.</li> </ul> <p><b>REPORT OF THE PRESIDENT, MEDICAL STAFF ASSOCIATION</b></p> <ul style="list-style-type: none"> <li>• An update with respect to the medical staff concerns around provision of PPE was provided. Collaboration and transparency between physician and staff has been outstanding. Issues with respect to physician re-integration into clinical activity was discussed.</li> </ul> <p>Noted there were no requests to remove items and therefore the following motions were approved:</p> <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTIONS WERE PASSED:</i></p> <p><b>THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF APRIL 7, 2020 BE ACCEPTED FOR INFORMATION</b></p> <p>-</p> <p><b>6.0 CONSENT AGENDA PART "B"</b></p> <p><b>6.1 GOVERNANCE, MISSION AND VALUES COMMITTEE</b></p> <p><b>6.2 RESOURCE AND AUDIT COMMITTEE</b></p> <p><b>7.0 INFORMATION ITEMS</b></p> <p><b>7.1 REPORTS FROM FOUNDATIONS</b></p> <p>SJHH Foundation</p> <ul style="list-style-type: none"> <li>• A written update on the Covid-19 efforts including stewardship and communications, reaching out to donors and prospective donors was provided. The Events Team is working on contingency plans for all summer/fall events.</li> </ul> <p>SJVD Foundation</p> <ul style="list-style-type: none"> <li>• All SJHS Foundation CEOs have been meeting with B. Guest on a weekly basis to brainstorm ideas with respect to moving forward post-Covid. Noted that this has been a very helpful exercise. SJVD Foundation focus has been on communications with donors and the community at large. Noted that the spring mailer will be going out shortly.</li> </ul> <p>• Executive Walkabout Schedule and Council Meeting Schedule – noted that visits have been suspended at this time.</p> <p><b>7.2 WALKABOUT AND COUNCIL MEETING SCHEDULES</b></p> <p><b>8.0 ADJOURNMENT</b></p> <ul style="list-style-type: none"> <li>• There was no further business and the meeting adjourned.</li> </ul>


**Subject**

**Discussion**

Adriaan Korstanje, Chair



Melissa Farrell, Secretary



Fadia Voogd, Recorder