

Meeting of the Board of Directors
Wednesday, May 1, 2019
3:00pm to 6:30pm
Hospital Board Room

2018-2019	Sep 5	Oct 3	Nov 7	Dec 5	Feb 6	Mar 6	Apr 3	May 1	Jun 5
C. Crane (Chair)	✓	✓	✓	✓	✓	✓	✓	✓	
A. Dale	✓	✓	✓	✓	✓	✓	✓	✓	
R. Robertson	✓	✓	NA	NA	NA	NA	✓	✓	
S. Martyn	✓	✓	✓	✓	✓	✓	✓	✓	
D. Hennessey	✓	✓	✓	✓	✓	✓	✓	✓	
P. van der Westen	✓	✓	✓	✓	✓	✓	✓	✓	
D. Ross	✓	✓	✓	✓	NA	✓	✓	✓	
C. Auger	-	✓	✓	NA	✓	✓	✓	✓	
K. Cook-Noble	NA	✓	NA	✓	NA	NA	✓	✓	
D. Harvey	-	-	-	-	-	✓	✓	✓	
Dr. Chehadi	✓	✓	✓	✓	NA	✓	✓	✓	
Dr. Mills	✓	✓	NA	NA	NA	✓	✓	✓	
Dr. P. Andros	NA	NA	✓	✓	✓	✓	✓	✓	
R. Biron	✓	✓	✓	✓	✓	✓	✓	✓	
K. Davies	✓	✓	✓	✓	✓	✓	✓	NA	

1. Call to Order

Cathy Crane called the meeting to order at 3:05 pm.

2. Approval of Agenda

MOTION

MOVED by Rick Robertson, SECONDED by Sally Martyn, that the Board of Directors approve the agenda as presented.

CARRIED

3. Lean Huddle / Board Scorecard

Cathy Crane led the discussion in reviewing the Board Scorecard for March 2019, as well as reviewing the status of the completed and outstanding improvement tickets. She advised that 14 improvement opportunities have been completed and there are two outstanding; “Fill 2 Board Member vacancies” and “Report out learnings from each Huddle attended”. Cathy advised members the work place violence incidents will be tracked in 2019/20, but will not be on the Board Scorecard. Cathy recognized the excellent work and results for the staff survey.

Tonya Sheldon advised that the results for March “Maintain Expenses to no more than 100% of budget” was delayed due to year end timelines. March results show 98.7% and YTD 1.008%. This unfavourable variance is offset by increased revenues of 1%. STEGH will end up with a YE surplus position for fiscal year 2018/19.

Cathy advised that the Board Directors exceeded its target of 12 for Huddle Attendance.

Members discussed potential new Board metrics for this fiscal. Potential ideas identified included: Gemba walks; submission of improvement opportunities; and attendance at

Foundation events. The Governance Committee will address the performance metrics at their next meeting in May.

4. **Education – Ethics**

Steve Cassel provided an overview of Ethics at STEGH. He reviewed the Ethics definition, principles and six step approach to decision making. Steve also explained how ethics fits into Accreditation and provided a few questions that a surveyor may ask a Board member. Hard copies of STEGHs Ethics Framework were circulated; and a copy is posted on the Board web portal under Education.

5. **Declaration of Conflicts of Interest**

None declared.

6. **Approval of Draft Minutes of Prior Meetings**

The April 3, 2019 Board of Directors Draft Meeting Minutes were pre-circulated with the Board package for review.

MOTION

MOVED by David Harvey, SECONDED by Deborah-Anne Hennessey, that the Board of Directors approve the draft minutes of the April 3, 2019 Board of Directors Meeting.

CARRIED

7. **Committee Reports**

7.1 **Quality & Safety Committee**

7.1.1 **Quality & Safety Committee Draft Meeting Minutes (April 24, 2019)**

The Quality & Safety Committee draft Meeting Minutes from April 24, 2019, were pre-circulated with the Board package for information purposes.

7.1.2 **Patient Experience Program and Experience Based Co-Design**

The Patient Experience Program and Experience Based Co-Design presentation was pre-circulated with the Board package for information purposes.

8. **Other Business**

8.1 **2019/2020 Annual Objectives – Final Version**

Robert Biron reviewed the 2019/2020 Annual Objectives presentation that was pre-circulated with the Board package. There were no material changes to the Board approved document from April 2019. Only minor edits and points of clarification were made to the document. The final version will be posted on the portal.

8.2 **Accreditation Governance Standards – Action Plan**

Robert Biron referred to the Accreditation Governance Standards – Action Plan Briefing Note that was pre-circulated in the Board package. Two items were assigned to the CEO for further follow-up with the Board, specifically:

- We benchmark our performance against other similar organizations and/or national standards.
- The governing body monitors and provides input into the organization's strategies to address client flow and variations in service demands.

Robert advised that a mock survey will be performed on May 30, 2019 by Andrew Williams, President & CEO of Huron Perth Healthcare Alliance.

Robert suggested that Board members review the Governance Standards document handed out at today's Board meeting and focus on the standards that are relevant to their respective Board Committees.

8.3 Clinical Services Plan

Mary Stewart reviewed a presentation on the draft Clinical Services Plan that was pre-circulated in the Board package. The presentation highlighted the key steps and engagement undertaken to develop the Plan, along with sample results by patient program.

It was emphasized that the document reflects a four-year directional plan – the proposed enhancements will be need to be further prioritized and evaluated, taking into consideration available resources and sequence of initiatives. Substantive initiatives that require investments – operating and / or capital – will need further development of a business case and Board approval. Smaller initiatives that can be implemented within existing approved budgets will be implemented in a phased in approach over the next four years.

8.4 Ontario Health Team – Introduction and Overview

The Ontario Health Team (OHT) – Introduction and Overview presentation was pre-circulated with the Board package for information purposes. The presentation was sourced from the Ministry of Health and Long-Term Care and it provides an overview of the government's vision and guiding principles in establishing OHTs. The document provides details on the expectations of OHTs after Year 1 implementation and at full maturity.

A number of Elgin health care providers convened a meeting on April 26, 2019 to discuss the possibility of submitting an application for the Elgin community. The participants agreed to proceed and a core team is currently drafting the application for the May 15, 2019 deadline. Further details to be discussed in the in-camera Board meeting.

9. Officer Reports

The Officer reports for the Board Chair, CEO and Chief of Staff were pre-circulated.

MOTION

MOVED by Sally Martyn, SECONDED by Rick Robertson, that the Board of Directors receive the Officer Reports as presented.

CARRIED

10. Correspondence / Information

10.1 None.

11. In-Camera Meeting

11.1 Move to In-Camera

MOTION

MOVED by Peter van der Westen, SECONDED by David Harvey, that the meeting of the Board of Directors move to the in-camera portion of the meeting.

CARRIED

Having completed the In-Camera meeting, the meeting resumed in the open session.

12. Termination of Meeting

MOTION

MOVED by **get from Cathy**, SECONDED by **get from Cathy**, that the Board of Directors terminate the meeting.

CARRIED