

Meeting of the Board of Directors
September 5, 2018
3:00pm to 5:30pm
Hospital Board Room

2018-2019	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
C. Crane (Chair)	✓									
B. Orr (Vice Chair)	✓									
A. Dale	✓									
R. Robertson	✓									
S. Martyn	✓									
D. Hennessey	✓									
P. vanderWesten	✓									
D. Ross	✓									
K. Cook										
Dr. Chehadi	✓									
Dr. Mills	✓									
Dr. P. Andros	NA									
R. Biron	✓									
K. Davies	✓									

1. Call to Order

C. Crane called the meeting to order at 1503 hours. Andrea derKinderen was introduced as the Executive Assistant to the President and CEO, who will be supporting the Board in their work.

2. Approval of Agenda

Upon review of the agenda, it was approved, as it was presented to the Board of Directors.

MOTION

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

CARRIED

3. Lean Huddle

Mary Stewart reviewed the Board Scorecard and key metrics using results from July 2018. Brian Orr led the discussion in reviewing the Governance Huddle Board and the status of the improvement tickets.

4. Declaration of Conflicts of Interest

- None

5. Approval of Minutes of Prior Meetings:

- June 27, 2018 Pre-Annual General & Special Meeting
- June 27, 2018 Post-Annual General & Special Meeting

MOTION

MOVED by Deborah-Anne Hennessey, SECONDED by Rick Robertson, that the Board of Directors approve the minutes of the June 27, 2018 Pre-Annual General & Special Meeting and the minutes of the June 27, 2018 Post-Annual General & Special Meeting.
CARRIED

6. Committee Reports

6.1 Governance Committee

6.1.2 Nominations for New Directors and Community Members

Brian Orr presented the nominations for Board members. Cathie Auger has a background in education and is a Chartered Professional Accountant, and she fits the current need within the Board's skills matrix. Nancy Johnson is a nurse with broad management experience in various health organizations over her career and is ideal to support the Quality and Safety Committee as a Community Member.

MOTION

MOVED by Brian Orr, SECONDED by Rick Robertson, that the Board of Directors approve Catherine Auger to be appointed to complete a vacancy term to the next General Meeting of the Members.

CARRIED

MOTION

MOVED by Brian Orr, SECONDED by Dan Ross, that the Board of Directors approve Nancy Johnson to be appointed as a Community Member to the Quality & Safety Committee of the Board for a term up to the date of the next Annual General Meeting scheduled for June 2019.

CARRIED

6.1.3 Governance Policy Manual

A briefing note was pre-circulated with the highlights of the draft Governance Policy Manual. Brian Orr reviewed those highlights and encouraged Directors to spend the necessary time to review the materials. Three key documents that will require Board Director sign-off / attestation were referenced for special attention. The following outlines the next steps:

- Questions or concerns with the manual content can be directed to R. Biron & B. Orr via email by September 19, 2018
- Policy Manual would come back to Board of Directors Meeting on October 3, 2018 for final approval

With the guidance from the Governance Committee, the Board will pilot the removal of consent agendas from the Board meetings to encourage questions and dialogue. It is recognized that the Board Chair and Committee Chairs will need to be mindful of their summary reports to ensure meetings are kept to the scheduled time.

6.1.4 Committee Composition

The proposed new Committee Composition document was pre-circulated with the Board package for review.

MOTION

MOVED by Rick Robertson, SECONDED by Deborah-Anne Hennessey, that the Board of Directors approve the 2018-2019 Committee Composition as presented.

CARRIED

7. Other Board Business

7.1 Board Scorecard (July 2018) was addressed as part of the Lean Huddle session.

7.2 Strategic Planning Update

Robert Biron provided the Board an update on the status and proposed approaches for the Strategic Planning and Clinical Services Planning that was approved by the Board in June. A presentation was pre-circulated with the Board meeting package.

- Timelines for final deliverables was adjusted to February 2019 (previously January 2019).
- The four Guiding Principles were presented in final form taking into consideration the input provided by the Directors at the June meeting. These will be used throughout the planning process to develop our plans.
- Service Data Sheets providing a two-page summary describing each program/service are currently being completed. These will be used by the various stakeholders in the engagement activities planned.
- An environmental scan is being completed within the next couple weeks and results will be shared with the Board of Directors.
- The hospital's Core Values will be reassessed and validated using a "bottom up" approach by recruiting 5 to 6 front-line staff as "Values Ambassadors." Proposed changes will be presented to the Board for their review and input.
- A broad stakeholder engagement plan was presented. For the community at-large, the use of a Citizens' Reference Panel was introduced. This approach is being proposed in order to achieve multiple concurrent objectives, specifically: feedback on the hospital's strategic priorities; working with our health system partners; creating greater awareness in the community of STEGH; and, create a learning curriculum for the community.
- The lead consulting firm has been selected through a procurement process. Key strengths of their proposal and team: experienced health care executives, Lean expertise, strong proposal linking the required components, recently completed strategic plan for London Health Sciences Centre.

8. Officer Reports

8.1 Board Chair Report

Cathy Crane made reference to her report that was pre-circulated with the Board meeting package. Key highlights over the summer included: Medium Sized Hospital advocacy; meeting with the MPP and Minister Jeff Yurek; and, extensive work completed through the working group and Governance Committee on the draft Governance Policy Manual.

8.2 President and CEO Report

Robert Biron made reference to his report that was pre-circulated with the Board meeting package. His verbal report highlighted the advocacy work currently underway through the OHA Medium Sized Hospital Council; and, internal work being completed to strengthen the quality of data reporting and impact on funding and cost structure.

MOTION

MOVED by Dan Ross, **SECONDED** by Sally Martyn, that the Board of Directors receive the Officer Reports as presented.

CARRIED

9. Correspondence / Information

9.1 Elgin County – July 26, 2018

A letter from David Marr, Elgin County Warden, was pre-circulated with the Board meeting package. The letter states that, Elgin County joins STEGH in its advocacy efforts for fair funding for medium-sized hospitals and that Elgin County urges the Ministry of Health and Long-Term Care to address inequities in the funding model so that residents in smaller communities, such as Elgin County, are given access to the same level of care as those in larger communities.

10. In-Camera Meeting

10.1 Move to In-Camera

MOTION

MOVED by Deborah-Anne Hennessey, SECONDED by Rick Robertson, that the meeting of the Board of Directors move to the in-camera portion of the meeting.

CARRIED

10.2 Move Out of In-Camera

MOTION

MOVED by Rick Robertson, SECONDED by Deborah-Anne Hennessey, that the meeting of the Board of Directors move out of the in-camera portion of the meeting.

CARRIED

11. Termination of Meeting

With all items on the agenda having been covered, the motion was put forward to terminate the meeting.

MOTION

MOVED by Rick Robertson, SECONDED by Sally Martyn, that the Board of Directors terminate the meeting.

CARRIED