

Meeting of the Board of Directors
Wednesday, December 2, 2020
3:00pm
Boardroom & WebEx

2020-2021	Oct 7	Nov 4	Dec 2	Feb 3	Mar 3	Apr 7	May 5	Jun 2
P. van der Westen (Chair)	✓	✓	✓					
D. Ross	✓	✓	✓W					
L. Ballantyne	✓ W	✓W	✓W					
A. Dale	✓W	✓W	✓W					
D. Harvey	✓ W	✓W	✓W					
R. Hodgkinson	NA	✓W	✓W					
S. Martyn	✓ W	✓T	✓W					
R. Robertson	✓ W	NA	✓W					
M. Vreman	✓ W	✓W	✓W					
Dr. Chehadi	✓	✓W	✓W					
Dr. Mills	✓ W	NA	✓W					
Dr. P. Hammond	NA	✓W	✓W					
R. Biron	✓	✓	✓					
K. Davies	✓ W	✓W	✓W					
J. Thorner	✓ W	✓W	✓W					
*W – Denotes joining the meeting via WebEx / *T – Denotes joining the meeting via Telephone								

1. Call to Order

Peter van der Westen called the meeting to order at 3:00pm and asked Andrea Kingdon to conduct a roll call.

2. Approval of Agenda

MOTION

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

CARRIED

3. Quality Improvement Plan Indicators & Definitions – October 2020

Peter van der Westen invited Karen Davies to provide the Board of Directors with a brief review of the Quality Improvement Plan indicators for the month of October 2020. Ms. Davies noted the following:

- Year-to-date all indicators are green, meaning that STEGH is meeting or exceeding the targets that have been set.
- When you left hospital, did the hospital make sure you had follow-up care with a doctor or other health care professional?

This metric does not have data available for September & October 2020, as there is a lag in reporting from National Research Corporation (NRC) Picker Survey responses. Data will be updated when it becomes available.

- **Pay for Performance**

All six indicators remain green for the month and the emergency department volumes remain low. Physician Initial Assessment time indicator has been red over the past 4 weeks and this is in relation to the COVID protocols that have had to be put into place.

- **Readmission rate for STEGH.**

September & October 2020 data are not available yet and will be updated when it becomes available.

- **Number of Workplace Violence Incidents**

A target of six workplace violence incidents per month was arbitrarily set based on the number of incidents recorded last year. One of the more recent initiatives at STEGH has been to ensure that all incidents and possible incidents of violence are reported and recorded correctly. Beginning in 2021, the Board of Directors will notice a marked increase in the reported number of violent incidents although this does not necessarily mean that more acts of violence are actually taking place. Workplace violence is a metric looked at daily in each unit and weekly by leadership.

4. Declaration of Conflicts of Interest

None declared.

5. Approval of Draft Minutes of Prior Meetings

The November 4, 2020 Board of Directors draft Meeting Minutes were pre-circulated with the Board package for review.

MOTION

MOVED by Richard Hodgkinson, SECONDED by Dan Ross, that the Board of Directors approve the November 4, 2020 Board of Directors draft Meeting Minutes as presented.

CARRIED

6. Committee Reports

6.1 Finance & Audit Committee

6.1.1 Finance & Audit Committee Draft Meeting Minutes (November 17, 2020) were pre-circulated with the meeting package for information purposes.

6.1.2 2020/2021 Second Quarter Financial Report

The 2020/2021 Second Quarter Financial Report, was pre-circulated with the meeting package for review. Tonya Sheldon provided a brief overview of the Operating Statements and presentation of the COVID-19 expenditures and impact on net position.

MOTION

MOVED by Dan Ross, SECONDED by Richard Hodgkinson, that the Board of Directors receive the 2020-2021 Second Quarter Financial Report as presented.

CARRIED

6.1.3 2020/2021 HSAA Indicators Semi-Annual Report

The 2020/2021 HSAA Indicators Semi-Annual Report was pre-circulated with the meeting package for information purposes and review.

MOTION

MOVED by Rick Robertson, SECONDED by Dan Ross, that the Board of Directors receive the 2020/2021 HSAA Indicators Semi-Annual Report as presented.

CARRIED

6.1.4 2020/2021 Semi-Annual Executive, Board, and Consultant Expense Report

The 2020/2021 Semi-Annual Executive, Board, and Consultant Expense Reports were pre-circulated with the meeting package for information purposes.

MOTION

MOVED by Rick Robertson, SECONDED by Dan Ross, that the Board of Directors receive the 2020/2021 Semi-Annual Executive, Board, and Consultant Expense Reports as presented.

CARRIED

6.1.5 2020/2021 Second Quarter – Regulatory Certification of Obligations of Statutory Payments

Rick Robertson referred to the Second Quarter Certification of Obligations of Statutory Payments document that was pre-circulated with the meeting package.

MOTION

MOVED by Rick Robertson, SECONDED by Richard Hodgkinson, that the Board of Directors receive the 2020/2021 Second Quarter – Regulatory Certification of Obligations of Statutory Payments as presented.

CARRIED

6.2 Quality & Safety Committee

6.2.1 Quality & Safety Committee Draft Meeting Minutes (November 19, 2020)

The Quality & Safety Committee draft Meeting Minutes from November 19, 2020, were pre-circulated with the Board package for information purposes.

7. Other Business

7.1 COVID-19 Update - Briefing Note

A COVID-19 Briefing Note was pre-circulated with the meeting materials, which provided an update on key activities provincially, regionally and at the hospital.

Mr. Biron started by pointing out that the outbreak at London Health Sciences Centre (LHSC) – University Hospital (UH) campus began on November 10. UH is working with Middlesex London Health Unit (MLHU) and have internally implemented various changes to mitigate further risks. Mr. Biron stated that the situation at UH is still an emerging issue and STEGH leadership is reviewing how it might assist, if called upon. STEGH has a select number of staff and physicians that work at both STEGH and at UH; and, STEGH has ensured appropriate measures are in place for those individuals.

Mr. Biron shared an update on the current practices at STEGH with regard to how the hospital is ensuring that staff can safely take their breaks and meal times while maintaining the distancing and masking guidelines. Mr. Biron stated that STEGH has added additional areas where staff can go to take their breaks and meal times. Signage has been placed in the all break areas stating the number of staff allowed in the area at a time and reminding staff to sanitize their hands upon entry and exit and also to sanitize the tables & chairs upon use and when finished. Mr. Biron also shared that each department has safety plans in place and also regular PPE and distancing audits.

7.2 Elgin OHT Update

Robert Biron provided the Board with a verbal report on the Elgin OHT sharing that the briefing note that was pre-circulated with the meeting package outlines the submission process for Elgin OHT Full Application. Mr. Biron mentioned the special Board meeting on December 15th, which will allow the Full Application to be presented to the Board of Directors. Management will be seeking Board approval to proceed with the submission of the Full Application with the Board Chair sign-off. The *Board Governors Session* presentation was also included in the meeting package as additional background information. The Full Application will be posted on the Boardvantage portal with a briefing note to help summarize the main points of the application.

8. Officer Reports

8.1 Board Chair Report

Peter van der Westen provided the Board with a verbal report. Mr. van der Westen shared his thanks to the Board, as a whole, for their willingness and effort to ensure that STEGH is successful despite the challenges of COVID-19. Mr. van der Westen also thanked Robert Biron for his extensive efforts towards the success of the Elgin OHT.

Mr. van der Westen noted that a candidate to fill one of the two vacancies on the Board of Directors will be presented for consideration at today's in-camera meeting. The Governance Committee continues to network within the community to identify potential candidates, particularly in the area of accounting/finance.

8.2 President and CEO Report

The Officer report for the CEO was pre-circulated with the meeting package.

8.3 Chief of Staff Report

The Officer report for the COS was pre-circulated with the meeting package.

8.4 STEGH Foundation Report

The STEGH Foundation report was pre-circulated with the meeting package.

MOTION

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

CARRIED

9. Correspondence / Information

9.1 OHA Letter to Premier Ford re: Review of Public Health Framework

10. In-Camera Meeting

10.1 Move to In-Camera

MOTION

MOVED by Rick Robertson, SECONDED by Richard Hodgkinson, 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.

11. Termination of Meeting

MOTION

MOVED by Rick Robertson, SECONDED by Richard Hodgkinson, that the Board of Directors terminate the meeting.

CARRIED