

Meeting of the Board of Directors  
Wednesday, November 2, 2022  
3:00pm  
Zoom Video-Conferencing

2022-2023	Oct 5	Nov 2	Dec 7	Feb 1	Mar 1	Apr 5	May 3	Jun 7
<b>Voting Directors:</b>								
P. van der Westen (Chair)	✓Z	✓Z						
D. Ross	✓Z	✓Z						
R. Furneaux	✓Z	✓Z						
L. Ballantyne	✓Z	✓Z						
A. Dale	✓Z	✓Z						
D. Harvey	✓Z	✓Z						
S. Martyn	✓Z	✓Z						
M. Vreman	✓Z	✓Z						
H. Lenfesty	✓Z	NA						
K. Gadsdon	✓Z	✓Z						
<b>Ex-Officio Non-Voting Directors:</b>								
Dr. W. Chehadi	✓Z	✓Z						
Dr. J. Armstrong	✓Z	✓Z						
Dr. P. Hammond	✓Z	✓Z						
K. Davies	✓Z	NA						
C. Watkin	✓Z	✓Z						
D. Dale	NA	✓Z						
<b>Executive Team:</b>								
T. Sheldon	✓Z	✓Z						
M. Olanski	✓Z	✓Z						
K. Riddell	NA	✓Z						
J. Bloom	✓Z	NA						
<b>Guests:</b>								
Kevin Bahadur – Manager – Transforming Care	✓Z	✓Z						
Brigee Tracy – Proximity Institute	✓Z							
Claire Hefferon - Payne – Proximity Institute	✓Z							
<b>*Z – Denotes joining the meeting via Zoom Video-Conferencing</b>								

**1. Call to Order**

Peter van der Westen called the meeting to order at 3:02pm and asked Andrea McNaughton conduct a roll call.

**2. Approval of Agenda**

MOTION

MOVED by Robert Furneaux, SECONDED by Linda Ballantyne, that the Board of Directors approve the agenda as presented.

CARRIED

### 3. **Virtual Board Lean Huddle**

Peter van der Westen stated there had been several members who attended the Kaizen Report Out events and Tier 2 Leadership Huddles throughout the summer months. Peter asked the Directors to share their learnings and acknowledgement of those to be celebrated, as they experienced from attending these events; all while keeping in mind how the Board aligns with the hospitals goals and the Strategic Plan. Several members shared their feedback relating to learnings, reflections, celebrations and areas for potential growth.

Peter then asked Monica Olanski to walk the Board through the Strategic Pillar update on Creating Collaborative Networks. Monica shared that she is the Executive Sponsor for the Creating Collaborative Networks pillar and provided an overview of each of the strategic goals aligned with this pillar.

#### **Internal Quality Indicators & Definitions – September 2022**

Craig Watkin introduced himself to those in attendance and then provided an overview of the Internal Quality Indicators for the month of September 2022. Highlighting the indicators that were not meeting the targets included:

- **Percent of Discharge Summaries Completed within 48hrs**  
This indicator is red for the month of September 2022 at 88%, just under the target of 90%.
- **Time to Inpatient Bed - Date/Time of Disposition to Date/Time left ED**  
This indicator is red for the month of September 2022 at 1.42. STEGH did not meet the target of 1.0 hour, however for this particular indicator, STEGH ranks at number one provincially.
- **Pay for Performance Metrics**  
This indicator is red for the month of September 2022 at 33%. STEGH remains ranked number two for Emergency Department performance provincially.
- **Readmission rate for STEGH COPD discharges readmitted**  
April and May have both changed since the last update. This may have to do with the dates that files were uploaded. Readmission rates for COPD rates are delayed 3 months for coding which is why it still says NA. Data will be updated when it becomes available.
- **Percent of Workplace Safety Incidents with Follow Up Completed within 48 Hours**  
This indicator is red for the last five months, with September 2022 at 76.5%. Craig described that for October STEGH is on track for improvement for this particular metric.
- **Number of workplace violence incidents reported by Employees**  
This indicator is had 11 incidents reported in September 2022.

### 4. **Patient Story**

Craig Watkin shared a patient experience story.

### 5. **Accreditation – Governance Self-Assessment Results**

Debbie Turner introduced herself to those in attendance and stated that she would be presenting on the results of the Governance Self-Assessment with the Board. Highlights included:

- Of the 91 questions included in the Governance Self-Assessment, there were 87 green flags (areas of good standing), 4 yellow flags (areas for improvement), and zero red flags (areas of serious concern).
- The results of the assessment provide the governing body (the Board) with a gap analysis to identify areas of improvement.
- The 4 yellow flags identified included;
  - The governing body includes clients as members, where possible.
  - The governing body oversees the development of the organization's talent management plan.
  - The governing body regularly evaluates the performance of the board chair based on established criteria.
  - The governing body regularly reviews the contribution of individual members and provides feedback to them.

**6. Declaration of Conflicts of Interest**

None declared.

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

October 5, 2022 Board of Directors Meeting Minutes

The October 5, 2022 Board of Directors Meeting draft minutes were pre-circulated with the Board package for review and approval with one minor amendment to paragraph 9.1 to add an 'e' to the word moral.

MOTION

MOVED by Dan Ross, SECONDED by Robert Furneaux, that the Board of Directors approve the October 5, 2022 Board of Directors Meeting draft minutes as amended.

CARRIED

**8. Committee Reports**

**8.1 Quality & Safety Committee**

**8.1.1 Quality & Safety Committee Draft Meeting Minutes (October 20, 2022)**

The Quality & Safety Committee draft Meeting Minutes from October 20, 2022, were pre-circulated with the Board package for information purposes.

MOTION

MOVED by Ken Gadsdon, SECONDED by David Harvey, that the Board of Directors receive the draft Meeting Minutes of the October 20, 2022 Quality & Safety Committee meeting as presented.

CARRIED

**8.1.2 Lean Process Improvements Update**

The Lean Process Improvements Update presentation was pre-circulated with the meeting package for information purposes.

**8.1.3 2022 Employee Engagement Survey Findings - Physician Survey Results**

The 2022 Employee Engagement Survey Findings - Physician Survey Results presentation was pre-circulated with the meeting package for information purposes.

**8.1.4 Occupational Health & Safety Presentation**

The Occupational Health & Safety presentation was pre-circulated with the meeting package for information purposes.

## **9. Other Business**

### **9.1** Pandemic & Diseases of Public Concern - *Update*

Tonya Sheldon shared that Karen Davies asked her to inquire if the Board found the Pandemic & Diseases of Public Concern updates beneficial, if they wished for these reports to continue, and if the information that is shared is the type of content that the Board desired to be updated on.

Some of the Directors in attendance expressed that they appreciate being provided with a brief verbal update on the current situation with the pandemic and other health issues and pressures at STEGH and in the County of Elgin.

### **9.2** Elgin OHT Quarterly Update

The Elgin OHT Quarterly Report was pre-circulated with the meeting package for information purposes.

## **10. Officer Reports**

### **10.1** Board Chair Report

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

### **10.2** President and CEO Report

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

### **10.3** Chief of Staff Report

The Officer report for the Chief of Staff was provided verbally at the meeting.

Dr. Chehadi shared that despite the challenges being faced by staff and physicians at STEGH over the past month, the level of care being provided to patients is still excellent and timely.

Professional staff is still experiencing interest from locum physicians to practice here at STEGH with a possibility of practicing at STEGH permanently in the future.

MOTION

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

CARRIED

## **11. Correspondence / Information**

None.

## **12. In-Camera Meeting**

### **12.1** Move to In-Camera

MOTION

MOVED by Dan Ross, SECONDED by Amy Dale, 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.

## **13. Termination of Meeting**

MOTION

MOVED by Amy Dale, SECONDED by Dan Ross, that the Board of Directors terminate the meeting.

CARRIED