

6. Chair's Remarks

The Chair thanked the Board for their attendance this evening and for their openness to trying the patient food options from the Steamplicity menu. The Chair also received feedback that it was challenging to reserve parking spots for the September meeting. Going forward parking spaces will not be reserved for Board members. However, the Chair remains open to suggestions from the Board related to this matter.

Rob Hamilton addressed the Board of Directors. On behalf of the Board, the Chair thanked Mr. Hamilton for his apology and remarks.

7. Committee Chair Reports

David Dean (Finance Committee, Audit Committee)

- Nothing additional to report from the Finance Committee
- Mr. Dean noted that the recommendation to extend KPMG's audit services for 2 years allows the Hospital not to return to the RFP process for 5 years. The Audit Committee will review for the next cycle. Mr. Dean reminded the Board that a recommendation for approval of the audit services company will still be presented annually at the AGM.

Kathryn Osborne (Building & Facilities Committee, Hospital Assets Task Force, One Team)

- BFC – Cristina Span, a key representative of Infrastructure Ontario since the beginning of our project is moving on to a new role overseas. JBH wishes her well in her role.
- HATF – the GNC has proposed a recommendation to add Sylvia Leonard to fill the roster of this Task Force, consent with the membership under the Terms of Reference, for approval in the Consent Agenda this evening. One Team – the Strategic Plan will be presented this evening for Board approval. The ongoing role and purpose of One Team will be discussed in the New Year following final approval of the Strategic Plan.

Michael Pautler (Governance & Nominating Committee)

- Nothing further to report

Frank Whelan (Quality Committee)

- An update on preparations for the 2018 Accreditation Canada review will be presented in the new year.
- Presentations made to the Quality Committee about MAID will be included in future Board packages for information.

8. Consent Agenda

The Chair queried whether any member wished to have a specific item contained within the Consent Agenda as presented, removed for further discussion. There were no items removed for discussion.

It was,

Moved by: Debra Carey

Seconded by: Dave Dean

That the Board of Directors approves the motions recommended by the Committees as contained within the Open Meeting Consent Agenda.

...CARRIED

a. Audit Committee – November 21, 2016

The minutes of November 21, 2016 were presented for information and included the following attachments:

- AC – Motion to BOD
- AC – Minutes Nov 21 2016
- AC – Terms of Reference 2016_2017 Tracked Changes
- AC – Terms of Reference 2016_2017 Clean Copy
- AC – Audit Committee Work Plan 2016_2017 tracked changes Nov 22
- AC – Audit Committee Work Plan 2016_2017 FINAL

The following motion was presented for approval:

Motion 1

That the Audit Committee recommends that the Board of Directors approve the extension of Audit Services from KMPG LLP for another two years concluding in fiscal 2018/2019.

b. Finance Committee – November 21, 2016

The minutes of November 21, 2016 were presented for information and included the following attachments:

- FC – Motion Page to BOD
- FC Nov 21-16 Draft Minutes
- CFO Report
- JBH Operating Statement Sep 2016
- JBH Balance Sheet Sep 2016
- Q2 Year End Forecast
- Clinical Activity
- QBP Q2 Volumes
- HAPS-HSAA Briefing Note
- CAPS Refresh and M-SAA Briefing Note

The following motions were presented for approval:

Motion 1

That the Finance Committee recommends to the Board of Directors approval of the Q2 2016-17 Financial Statements as presented.

Motion 2

That the Finance Committee recommends to the Board of Directors approval of the 2017-2018 Hospital Accountability Planning Submission dated November 30th which will form the basis for negotiation of the Amended H-SAA Agreement for 2017-2018.

Motion 3

That the Finance Committee recommends to the Board of Directors approval of the 2017-2018 Community Accountability Planning Submission dated November 30th which will form the basis for negotiation of the Amended M-SAA Agreement for 2017-2018.

c. Governance & Nominating Committee – November 10, 2016

The minutes of November 10, 2016 were presented for information and included the following attachments:

- GNC Email Vote – November 22, 2016
- GNC Motion Page
- GNC Draft Minutes November 10, 2016
- Online Resources for Board Members
- Meeting Tips when quorum an issue
- G-01 Board Accountability Statement – Nov-14 tracked changes
- G-01 Board Accountability Statement – Nov-14 clean version
- G-20 JBH Director Annual Term Agreement Nov -14 tracked changes
- G-20 JBH Director Annual Term Agreement Nov-14 clean version

The following motions were presented for approval:

Motion 1

That the Governance and Nominating Committee recommends to the Board of Directors that the Terms of Reference for the Audit Committee, Building & Facilities Committee and Human Resources Policy & Compensation Committee be approved as presented.

Motion 2

That the Governance and Nominating Committee recommends to the Board of Directors that the following policies be approved as presented:

- G-01 Board Accountability Statement
- G-20 JBH Director Annual Term Agreement

Motion 3

That the Governance and Nominating Committee recommends to the Board of Directors that Sylvia Leonard become a member of the Hospital Assets Task Force (HATF) consistent with the Hospital Board's member requirements under the Task Force Terms of Reference.

d. One Team Strategic Planning Steering Committee – October 5 & November 16, 2016

The minutes of the October 5 and November 16, 2016 meetings were presented for information.

e. Quality Committee –November 10, 2016

The minutes of the November 10, 2016 meeting were presented for information and included the following attachments:

- QC Mins Nov 10-16
- QC – Quality Improvement Slide Deck Medicine Service-OCT27
- QC – HIS and Privacy Annual Quality Report 2016
- QC-JBH Quality Scorecard Q1 FY16 17_Q2 Final
- QC- Strategic Scorecard 2016

9. New Business

a. People & Processes

I. IAP Executive Summary

The Integrated Action Plan summary dated November 2016 was pre-circulated with the agenda package. Ms. Wannamaker highlighted the “yellow” areas on the Executive Summary and noted the following during her presentation:

- “Financial” continues to be yellow as PCOP funding is still under discussion with the Government, however the negotiations are going well.
- A lot of time and focus has been spent with the Ministry on the ICAT component. JBH is one of the first of the DBF (Design, Build, Finance) agreements that includes ICAT and this could potentially be precedent setting. It is anticipated that the finalized estimate of cost will be complete by March 2017.
- A number of furniture and equipment RFPs and contracts are outstanding to be finalized. A focus is being placed on this to move these forward. It is not anticipated that there will be any impact on the tower move.
- A special meeting is being held with Ellis Don next week to mitigate some further issues including PBX.

The Redevelopment Team has been working with Ellis Don to collaborate on a new move date into the tower. It is currently on schedule for the 3rd week of August. This 5 day move plan will allow all of the patients to be moved in 1 day and is considered a best practice model.

II. IAP Deployment

The IAP Deployment briefing note and plan dated November 2016 were pre-circulated with the agenda package. Ms. Wannamaker reported there are 3 areas of concern, 2 which relate to physician recruitment and 1 that relates to space supporting CCAC short stay patients. Ms. Wannamaker noted the great work happening in the Hospital’s Emergency Department and other departments on the collaborative opportunities.

III. LEAN Update

The Lean Update to the Board Nov 2016 was pre-circulated with the agenda package.

Ms. Wannamaker highlighted the poster presented by Cheryl Williams and Steve Metham at C-QulPS and Health Quality Ontario. There was a lot of interest and recognition of the work happening at JBH by other organizations at the conference. Many organizations acknowledged the ongoing leadership support required from the Board and Senior Team to allow these initiatives to prosper.

Ms. Wannamaker and Ms. Williams answered questions from the Board.

b. Executive Compensation Framework

2 documents were pre-circulated with the agenda package:

- Executive Compensation Briefing Note NOV 2016
- Executive Compensation Framework Implementation presentation

D. Carey noted that this item was removed from the Consent Agenda by the HRPCC for discussion so that the Board has a comprehensive idea of what has been proposed and acknowledged the short turnaround time.

N. Casselman made a presentation on Executive Compensation and noted the following during her presentation:

- The framework sets out the principles and guidelines for Executive Compensation
- There are new framework requirements for Hospitals including salary cap based on comparators, caps on other elements (e.g. health benefits, severance, signing bonuses), and transparency

- JBH is working informally with the LHIN4's VP HR group on Executive Compensation and is receiving information from the OHA
- JBH has developed an implementation plan and is in the process of reviewing the Designated Executives job descriptions

Ms. Casselman answered questions from the Board. The Chair thanked Ms. Casselman for her presentation.

10. Reports

a. President & CEO Report

The President and CEO Report was pre-circulated with the agenda package. Mr. Vandewall noted the following items during this report:

- The Redevelopment project continues to be on time and on budget.
- Congratulations to Ms. Casselman and her team as JBH has been named a Top Employer in Hamilton-Niagara area.
- E. Vandewall and M. Joannette continue to speak with the Ministry and our local politicians about JBH's financial position and there is a lot of discussion surrounding the PCOP discussions and the unique ICAT model under our DBF.
- The Hospital is maintaining ongoing photos and logs of the interior work in the tower and is running frequent hospital tours for staff in the new tower.

b. Professional Practice Report: Dr. Wes Stephen & Cheryl Williams

The Professional Practice Report was pre-circulated with the agenda package. Ms. Williams and Dr. Stephen noted the following during their report:

- Rollout of standards of care has been occurring across the Hospital. This will include self-evaluation against the standards. This is a supportive, educational process. An update will be provide in January 2017
- Further to the briefing note emailed to the Board on November 17, 2016, the Hospital continues in its VRE outbreak in 3 medical wards and 1 surgical ward. A hand audit of handwashing is underway and other ideas are underway to control the outbreak. The Hospital continues to monitor daily and isolate patients as required, which can impede patient flow.

c. Medical Staff Association Report

The MSA report was pre-circulated with the agenda package. Dr. Sowery noted the following during his report:

- The MSA is looking to align its election timing with the Board of Directors AGM
- There is a great amount of enthusiasm and broad representation across the medical departments within the MSA
- Engagement is an important goal for this year

11. Hospital Related/Communications

The following items were provided for information:

- Corporate Communications_Media and Social Media Report
- Media Report November 2016 Board Report

M. Joannette noted the following during his report:

- Health Quality Ontario released an article about Hospitals experiencing a drop in wait times to see a physician in the Emergency Department despite an increase in patient visits

12. Other Business - none

13. Review of Action Items from the Meeting - none

14. Adjournment & Next Meeting

The next meeting of the Board will be held on Wednesday February 1, 2017 at 3:00 p.m.

It was,

Moved by: Frank Whelan

Seconded by: Sylvia Leonard

That the Board of Directors adjourn the meeting at 4:40 p.m.

...CARRIED

 Kathryn Osborne, Chair

 Christine Lowe, Recorder

Action Items:

Item Description	Responsibility	Person Assigned to	Due Date	Comments

Attendance Tracking

Members:	Sept 28, 2016	Nov 30, 2016	Feb 1, 2017	Mar 29, 2017	June 7, 2017
Kathryn Osborne, Chair	Yes	Yes			
Dominic Mercuri, Vice Chair	Yes	Yes			
Bob Bosshard	No	Yes			
Debra Carey	Yes	Yes			
Don Cowan	Yes	Yes			
David Dean	No	Yes			
Robert Hamilton	No	Yes			
Sylvia Leonard	Yes	Yes			
Michael Pautler	Yes	Yes			
Mae Radford	Yes	Yes			
Brent Scowen	Yes	Yes			
Frank Whelan	Yes	Yes			
Paul Sharman	No	Yes			
Dr. Teresa DeSantis	Yes	Yes			
Dr. Richard Sowery	n/a	Yes			
Dr. Wes Stephen	Yes	Yes			
Eric Vandewall	Yes	Yes			
Cheryl Williams	Yes	Yes			