

**Joseph Brant Hospital
Board of Directors
Open Session Minutes**



Minutes of the Open Session Board of Directors Meeting held on **Wednesday, September 26, 2018 at 3:00 p.m.**

Present: Dominic Mercuri (C) David Dean Eric Vandewall
Michael Pautler (VC) Barbara Elliot Frank Whelan
Bob Bosshard Anjee Patel Cheryl Williams
Atul Chandra (phone) Mae Radford Ajay Manjoo, MD
Don Cowan Ian Preyra, MD

Staff: Mario Joannette May Chang Donna Philip (Recorder)

Regrets: Debra Carey Young Park

Guests: Oren Tal, Marshall Fenn

1. Call to Order & Welcome

Dominic Mercuri, Board Chair, called the meeting to order at 3:02 p.m. The Chair noted the regrets for the meeting.

2. Declaration of Conflict

No conflicts were declared for any of the items on the agenda.

3. Approval of Agenda

The Agenda was approved by way of the following motion:

THAT the Agenda for the Board of Directors meeting be approved as presented.

Moved by: Dave Dean **Seconded by:** Frank Whelan

CARRIED

4. Approval of Minutes

The Minutes of the Open Session meetings held on June 6, 2018 and June 20, 2018 were approved, as presented, by way of the following motion:

THAT the Minutes of the meetings held on June 6, 2018 and June 20, 2018 be approved as presented.

Moved by: Don Cowan **Seconded by:** Mae Radford

CARRIED

5. Chair's Report

The Chair thanked Henri Dekker, Director of Redevelopment for his outstanding work on the Hospital's redevelopment project. D. Mercuri advised that Henri Dekker's last day with Joseph Brant Hospital will be on October 12, 2018 and wished him the best in his new position at the WSIB. Henri Dekker was presented with a token of appreciation on behalf of the Board of Directors.

The Chair also acknowledged the work of the Board Committees on reviewing the various policies

in preparation for Accreditation. He also acknowledged the good financial results for the First Quarter.

The Chair updated the Board on the work he has been doing with the Foundation and noted that the Foundation will be giving an update later on in the meeting.

6. Action Items Review

The Chair advised that there was one action item from the previous meeting which has been completed.

7. The meeting entered into an In-Camera Session by way of the following motion:

THAT the Meeting enter into an In-Camera Session to receive a patient update.

Moved by: Frank Whelan

Seconded by: Don Cowan

CARRIED

The Open Session of the meeting reconvened following the patient update by way of the following motion:

THAT the Open Session of the meeting reconvene following the patient update.

Moved by: Dave Dean

Seconded by: Barbara Elliott

CARRIED

8. President & CEO Report

Mr. Vandewall presented highlights of the President and CEO's Report which was precirculated with the meeting material. Highlights as follows:

- Financial:
 - Very pleased with the results for the First Quarter (\$300k surplus position).
 - The projected deficit was calculated at \$11.3M but operations are tracking for a \$4.7M deficit.
- Funding:
 - The funding formula continues to be a risk going forward this year.
 - Following recent discussions with ADMs at the Ministry of Health and Long Term Care, the Ministry indicated that it was unlikely that the remaining \$1.5M base ICAT funding would be provided to JBH based on the Ministry's review of other AFP projects having significant ICAT scope. Management is reviewing the actual ICAT expenses with a view to mitigation wherever possible.
 - GIMRAC funding of \$1.1M is also a significant challenge going forward and the Ministry staff indicated that they would review this program and funding options.
 - In both cases, management will continue to advocate for the ICAT and GIMRAC funding.
- Government Relations:
 - A meeting was held with MPP Jane McKenna to bring her up to date on the challenges facing the Hospital.
 - MPP, Effie Triantafilopoulos who is also the Minister's Parliamentary Assistant has agreed to come for a tour of the Hospital.
 - Reuben Devlin, Chair of the new Premier's Council, will be on site for a tour and a meeting with the Senior Team on November 16. He has also indicated that he would like to hold a Town Hall to hear from staff.
- Recruitment:
 - Recruitment has been going well for the Chief Human Resources Officer position. Debra Carey has agreed to be part of the process and her assistance has been invaluable.

- Recruitment for the Executive Vice President Corporate Services will be initiated this Fall. Dave Dean and Bob Bosshard will be participating in that process.
- Other recruitment efforts, with a focus on Nursing, are still ongoing in anticipation of surge.
- Healthcare Landscape:
 - There has been a profound change with the new Government and it is anticipated that the healthcare sector will be part of those changes.
- JBH Programs:
 - The LHIN chose to showcase JBH with the Ministry of Health and Long Term Care the Inspired Program with a focus on Mental Health; The LHIN also acknowledged the ALC program and the great work being carried out by Cheryl Williams and her team; and
 - JBH was also commended for the PHAST program (Innovative Mental Health).

ACTION #1: An invitation will be sent to the full Board for Reuben Devlin’s visit on November 16.

There was a brief discussion regarding efforts to replace Henri Dekker. E. Vandewall noted that there is still a need in that department to oversee the Phase 2 of JBH’s Master Plan and the 3 major projects totaling approximately \$30M over the next 5-7 years.

9. Professional Practice Report (CNE & COS)

Cheryl Williams, Chief Nursing Executive and Ian Preyra, Chief of Staff, co-presented highlights of the Professional Practice Report which was precirculated with the meeting material. Highlights as follows:

- The Inspired Event focus was on people with COPD. There were over 400 individuals who either had COPD or had a family member with COPD. The event was very well received and was a great community engagement session.
- A survey was carried out on the PHAST program and individuals took the time to give comments on their stay in the Program. A video on this will be shown later in the meeting.
- The Family Presence Policy was recently rolled out which ends the time-limit for visiting hours. Individuals who are identified as support persons will be able to visit 24 hours a day.

Dr. Preyra advised that the family presence policy is a huge undertaking which involves the efforts and dedication of dozens of people to coordinate 24-hour visits.

There was a brief discussion regarding a small influenza outbreak during the last fiscal year in the North Tower. Dr. Williams advised that this involved two (2) patients. There was also a brief discussion on JBH’s Total Joint Rehabilitation Clinic which provides physiotherapy to patients following their total knee replacement surgical procedure. The program, which opened in July 2018, has garnered extremely positive feedback. Dr. Williams noted that options are being explored to expand the program to include total hip replacement patients and to market the program as a ‘total patient experience’.

COMMITTEE REPORTS

10. Finance & Audit Committee

Mr. Dean, Chair of the Finance & Audit Committee advised that the Committee report, from the September 20, 2018 meeting, was precirculated with the meeting material. He noted that advocacy efforts will continue for GIMRAC funding and options to mitigate those costs (ICAT and GIMRAC) will be looked at.

The Board was encouraged to review the background material from the September FAC meeting, particularly the spreadsheet outlining the best and worst case scenarios.

11. Governance & Nominating Committee

Mr. Cowan, Chair of the Governance & Nominating Committee advised that the Committee report, from the September 7, 2018 meeting, was precirculated with the meeting material. He advised that the Governance Policies which were reviewed by the Committee will be subject to a further indepth review as part of the Committee’s work for the remainder of the year. Mr. Cowan further advised that blacklined versions of the draft Policies have been uploaded to Directors’ Desk.

12. Quality Committee Report

Ms. Radford, Chair of the Quality Committee advised that the Committee report, from the September 6, 2018 meeting, was precirculated with the meeting material, noting that the Committee welcomed two (2) new Community members as well as two (2) new Board members.

13. Building & Facilities Committee Report

Mr. Mercuri, Chair of the Building & Facilities Committee advised that the Committee report, from the September 11, 2018 meeting, was precirculated with the meeting material, noting that it was a very positive meeting and that over 300 parking spaces will be reclaimed in the near future at the Hospital.

14. Medical Advisory Committee Report

Dr. Preyra, Chief of Staff, advised that the reports from the Medical Advisory Committee meetings held on June 13 and September 19, 2018 were precirculated. He noted that there are some items being brought during the In-Camera session. Dr. Preyra further advised that the September 19 meeting was his first MAC meeting but noted that it is a very engaged group and a great asset to the Hospital to have such an engaged group. This will be a driver for change for medical engagement in the Hospital.

Dr. Preyra further advised that the Minutes from the MAC meetings will be posted to Directors’ Desk.

ACTION #2: MAC Minutes from the June 13 and September 19, 2018 meetings will be uploaded to Directors’ Desk.

15. Consent Agenda Approval

The motions contained in the Consent Agenda were approved, as presented, by way of the following motion:

THAT the Consent Agenda Motions for the items in the consent agenda be approved, as presented.

Moved by: David Dean

Seconded by: Michael Pautler

CARRIED

**16. Operations Update
Medical Staff Association Report**

Dr. Ajay Manjoo gave a brief update on the Medical Staff Association and advised that elections will be held for the MSA Officers’ positions. Dr. Amie Davis has put her name forward for MSA

Chair and Dr. Manjoo has put his name forward to continue as Vice-Chair of MSA.

Dr. Manjoo further advised that there has been a shift in the demographics of the MSA with younger physicians coming on board. He noted that the MSA's focus will be on building a community within the physician group and also to build cross-relationships in the organization. Once the elections have taken place, a more fulsome MSA update will be brought to the next Board meeting.

17. JBH Foundation Quarterly Update

Jim Sweetlove, Chair of the JBH Foundation and Anissa Hillborn gave an update on the Foundation. A. Hillborn gave an overview of donations received before the campaign (2011-2012) compared to after the campaign. Brief highlights as follows:

- 13 gifts over \$1M for the 2017-2018 year
- Average annual income increased to approximately \$11.23M (compared to \$3.02M in 2011-2012)
- Much more positive perception of JBH compared to historical perception
- Corporate philanthropic support continues to be challenging but they are more keen on event sponsorships
- The Foundation is part of the Gift Planners Advisors Network which is made up of Estate lawyers, financial planners, accountants and other professionals.
- The Foundation is working on a new Strategic Plan as they are in the 3rd year of their current plan. Draft to be completed in the new year and the Foundation would like the endorsement of the JBH Board and their support to achieve the priorities set out in the Plan.

ACTION #3: JBH Foundation to present their new Strategic Plan to the JBH Board at the January 2019 meeting.

Anissa Hillborn and Jim Sweetlove left the meeting following their presentation.

18. Communication & Public Relations Report (CCO)

Mario Joannette, Chief Communications Officer, presented his report, noting that it was precirculated with the meeting material. The Board viewed a short video created by the Local Health Integration Network on JBH's PHAST Program, featuring the testimonials of individuals who had participated in the program and the positive outcomes.

Mr. Oren Tal, Marshall Fenn, joined the meeting to present the marketing plan for the Breast DAP Program.

Mr. Joannette advised that he has been working with Marshall Fenn over the past year on various aspects of the Hospital's rebranding and marketing strategy. The Breast DAP program was chosen to highlight as part of the marketing strategy. The Breast Diagnostic Assessment Program (DAP), which will be opening later this year (late October) will provide a coordinated patient-centred approach for patients to receive timely access to diagnostic tests. Mr. Tal presented a 4-Phase marketing plan for the Breast DAP, noting that the strategy will focus on developing a recognizable brand with the desired result of driving patient traffic for the program. The Foundation has committed \$250k to fund the marketing initiative.

Mr. Tal left the meeting following his presentation.

ACTION #4: The PHAST Video to be posted to JBH's website.

ACTION #5: *An invitation to the Hospital’s Redevelopment celebration on November 9, 2018 will be extended to the Board of Directors.*

19. Other Business

No other business was tabled for discussion.

20. Adjournment

The Open Session of the meeting was adjourned at **5:36pm** by way of a motion.

Moved by: Anjee Patel

Seconded by: Barbara Elliott

CARRIED

Dominic Mercuri, Board Chair

Donna Philip, Recorder

Wednesday September 26, 2018 Minutes
Board of Directors – Open Session Meeting

ACTION ITEMS (Open-Session Board Meeting)	Responsibility	Due Date	Comment
1. An invitation will be sent to the full Board for Reuben Devlin’s visit on November 16.	D. Philip/M. Joannette	October 2018	
2. MAC Minutes from the June 13 and September 19, 2018 meetings will be uploaded to Directors’ Desk.	D. Philip/I. Preyra	October 2018	
3. JBH Foundation to present their new Strategic Plan to the JBH Board at the January 2019 meeting.	A.Hilborn	January 2019	
4. The PHAST Video to be posted to JBH’s website.	M. Joannette	October 2018	
5. An invitation to the Hospital’s Redevelopment celebration on November 9, 2018 will be extended to the Board of Directors.	D. Philip	October 2018	

ATTENDANCE REGISTER OPEN BOARD MEETINGS						
BOARD MEMBERS *Chair **Vice-Chair	Sept 26, 2018	Nov 28, 2018	Jan 30, 2019	Mar 27, 2019	Jun 12, 2019	AGM (Date TBC)
Dominic Mercuri *	Yes					
Michael Pautler**	Yes					
Bob Bosshard	Yes					
Debra Carey	No					
Atul Chandra	Yes					
Don Cowan	Yes					
David Dean	Yes					
Barbara Elliott	Yes					
Young Park	No					
Anjlee Patel	Yes					
Mae Radford	Yes					
Frank Whelan	Yes					
Dr. Ian Preyra	Yes					
Dr. Amie Davis	No					
Dr. Ajay Manjoo	Yes					
Eric Vandewall	Yes					
Cheryl Williams	Yes					
STAFF	Sept 26, 2018	Nov 28, 2018	Jan 30, 2019	Mar 27, 2019	Jun 12, 2019	AGM (Date TBC)
May Chang	Yes					
Mario Joannette	Yes					
Donna Philip	Yes					