

- Young Park
- Paul Sharman
- Eric Vandewall
- Dr. Cheryl Williams

(Paul Sharman and Sara Pereira joined the meeting at 3:06 p.m.)

6. Education Session

C. Williams introduced Sara Pereira, Director of Surgical Services. Ms. Pereira delivered the presentation *Quality Improvement in Endoscopy* with highlights including:

- Quality objectives in the JBH Strategic Plan;
- Quality Committee and the role of the Endoscopy Quality Council;
- CCO Quality Management Program and an overview of colonoscopy quality measured by provincial standards and quality indicators;
- JBH standard scoring at 15 out of 19 measures including GRS completed, standardized MD reporting in progress by the LHIN and a JBH-led regional working group on nursing competency;
- Quality assessments and Key Performance Indicators;
- Patient Education and nursing competency;
- FIT Implementation;

The Chair thanked Ms. Pereira for the presentation.

(Sara Pereira left the meeting.)

7. Action Items Review

There were no action items for review.

8. Committee Reports

8.1. Quality Committee

Frank Whelan, Quality Committee Vice Chair, delivered the report.

8.2. Governance and Nominating Committee

Michael Pautler, Governance and Nominating Committee Chair, delivered the report.

8.3. Building and Facilities Committee

Kathryn Osborne, Building and Facilities Committee Chair, delivered the report.

9. Consent Agenda

The Chair requested a motion to approving the following resolution:

THAT THE Board of Directors approve the motions contained in the Consent Agenda.

It was,

Moved by: Robert Hamilton

Seconded by: Frank Whelan

...CARRIED

10. President and Chief Executive Officer Report

Eric Vandewall presented the report of the President and Chief Executive Officer with highlights including:

- Freedom of Information (FOI) request received in December 2017 with respect to ongoing operations and communication between JBH and the Hamilton Spectator. JBH is currently in the process of complying in accordance with the legislation;
- Physician/Leadership Forum established to engage in ongoing communications, relationship development, and alignment on common goals and priorities for execution under JBH's New Strategic Plan. The Forum is comprised of Medical Staff Association leadership, Medical Advisory Committee leadership, the Senior Leadership Team, and administrators of clinical program dyads;
- Identifying 3 strategic directions, setting 6 corporate goals, developing corporate objectives, and cascading the goals and objectives to departmental level for the development of program/dept specific objectives for execution;
- Ongoing dialogue with all levels of government around resolving the projected \$8.4M deficit including a provincial funding announcement on Friday March 2 by Member of Provincial Parliament the Honourable Eleanor McMahon; This is a significant ask and challenge for JBH as all hospitals are requesting additional funding from government.
- Post Contract Contingency funding for 3 variances, with a total order of magnitude of \$6.7M, is under consideration by the Ministry of Health and Long Term Care; and
- Active and ongoing recruitment to address surge which has risen to approximately 125%.

Action Item:

1. Management to provide an update on the Strategic Plan Deployment at the April 25, 2018 Board meeting.

11. Professional Practice Reports

Dr. Cheryl Williams and Dr. James Rogers reported on Professional Practice with highlights including:

- Operating Room Process Improvement Working Group formed to identify patient flow barriers and create solutions. Operating room time has been made available to complete additional procedures, improve PCOP numbers and potentially QBP volumes once redistribution occurs in the LHIN;
- Ultrasound program generating a margin based on increased staffing and extended operating hours while working to grow the program for increased access to patients requiring urgent services;
- Integrating new technology, to assist with tracking overall cleanliness and upkeep of hospital washrooms, called WANDAs. The technology provides real-time feedback for servicing within JBH public washrooms;
- Implementing the practice of purposeful rounding with staff on 6 S 100, visiting patients every 2 hours to ensure that their 5-Ps of care are being met – pain, positioning, personal needs, personal items and pumps;
- Changes to the Pharmacy Model of Care leaving 1 dedicated pharmacist on a weekly rotation to oversee safe medication distribution practices through the Pharmacy Department, thus allowing other pharmacists to spend 100% of their time in units supporting patients and clinical teams; and
- Addressing patient malnutrition through the MedPass program.

12. Medical Staff Association Report

Dr. Richard Sowery reported on the Medical Staff Association with highlights including:

- Medical staff survey results indicating concerns about items already in process to be addressed examples include parking and paging;
- MSA elections scheduled to occur mid-year with leadership in place for 2-year terms; and
- Dr. Dwight Prodger receiving the 2018 Dr. William Love, Sr. Award for his exceptional contribution to Joseph Brant Hospital.

Action Item:

2. The Board to send a note of congratulations to Dr. Prodger for receiving the 2018 Dr. William Love Sr. Award.

13. Communications and Public Relations Report

Mr. Joannette reported on Communications and Public Relations with highlights including:

- New signage deficiency to be installed throughout the hospital through the end of February;
- Issuing a request for proposals to provide parking garage and Halton McMaster Family Health Centre building signage. The anticipated timeline is 3 to 6 months;
- Public updates on the North Tower Project being communicated based on the schedule outlined in the report to the Board;
- Reviewing the Marshall Fenn draft recommendations and deciding on next steps; and
- A successful Facebook Live event held by the Foundation on Bell Let's Talk Day.

14. Finance Update

Ms. Perera reported on Finance with highlights including:

- Operating results
- Funding announcements including \$1.6M in ICAT funding
- Year-end deficit forecast at \$8.4M
- Surge funding allocation based on a baseline of 256 beds and additional funding of 25 additional beds;
- 2017-2018 GAP analysis;
- 2018-2019 HAPS updates including acceptance of the 2% revenue assumption by the MOHLTC. Post Construction Operating Plan adjustments forwarded to the Ministry of Health and Long Term Care Capital Branch, we expect an updated funding letter in the weeks ahead and
- HSFR Funding report updates.

Action Item:

3. Management to circulate a breakdown of the \$1.5M Operating Expense line in the 2017-2018 Gap Analysis report.

15. Master Plan Update

Mr. Vandewall provided an update on the Master Plan with highlights including:

- The current scope of the project and focus areas;
- The primary focus is the developing the pre-capital submission phase with 3 top priorities;
- The next steps that are either in progress or will be scheduled will be presented to the

Building and Facilities Committee of the Board;

- The development timeline providing an illustration of the project phases based on the rule of 10 to 13 years for a development project;
- Engaging the services of Agnew Peckham to create costing; and
- Conversations with stakeholders will commence once the order of magnitude is established.

16. Board Survey – Accreditation Canada Governance Functioning Tool

Mr. Pautler provided an overview of the Accreditation Canada Governance Functioning Tool.

Board members completed the survey.

17. Review of Action Items from the Meeting

The Chair reviewed the following action items arising from the meeting as set out below.

18. Next Meeting

The next scheduled Board meetings include a March 28, 2018 conference call, and a regular, in-person meeting on April 25, 2018.

19. Adjournment

The Chair requested a motion adjourning the Open Board meeting at 5:35 p.m.

It was,

Moved by: Robert Hamilton

Seconded by: Michael Pautler

...CARRIED

Kathryn Osborne, Board Chair

Gina DeVeaux, Recorder

ACTION ITEMS	Responsibility	Person	Due Date	Comment
1. Management to provide an update on the Strategic Plan Deployment at the April 25, 2018 Board meeting.	Management	E. Vandewall	April 25, 2018	
2. The Board to send a note of congratulations to Dr. Prodger for receiving the 2018 Dr. William Love Sr. Award.	Board	K. Osborne	April 25, 2018	G. DeVeaux to provide draft.
3. Management to circulate a breakdown of the \$1.5M Operating Expense line in the 2017-2018 Gap Analysis.	Management	D. Perera	April 25, 2018	
4. The Board requested further feedback on what JBH intends to do with the results (action plan) of the Marshall	Management	M. Joannette	June 6, 2018	

February 7, 2018 Minutes
Board of Directors Open Meeting

Fenn Marketing Plan				
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ATTENDANCE REGISTER REGULAR OPEN BOARD MEETINGS						
BOARD MEMBERS *Chair **Vice-Chair	Jun 21, 2017	Oct 4, 2017	Dec 6, 2017	Feb 7, 2018	Apr 25, 2018	Jun 6, 2018
Kathryn Osborne*	Yes	Yes	Yes	Yes		
Dominic Mercuri **	Yes	Yes	Yes	Yes		
Bob Bosshard	Yes	Yes	Yes	Yes		
Debra Carey	Yes	Yes	Yes	Yes		
Atul Chandra	N/A	Yes	Yes	Yes		
Don Cowan	Yes	Yes	Yes	Yes		
David Dean	Yes	Yes	Yes	Yes		
Robert Hamilton	Yes	Yes	Yes	Yes		
Young Park	N/A	Yes	Yes	No		
Michael Pautler	Yes	Yes	Yes	Yes		
Mae Radford	Yes	Yes	Yes	No		
Frank Whelan	Yes	Yes	Yes	Yes		
Paul Sharman	Yes	Yes	Yes	Yes		
Dr. Amie Davis	Yes	Yes	Yes	Yes		
Dr. Richard Sowery	Yes	Yes	Yes	Yes		
Dr. Wes Stephen	Yes	N/A	N/A	N/A		
Dr. James Rogers	N/A	Yes	Yes	Yes		
Eric Vandewall	Yes	Yes	Yes	Yes		
Cheryl Williams	Yes	Yes	Yes	Yes		
STAFF	Jun 21, 2017	Oct 4, 2017	Dec 6, 2017	Feb 7, 2018	Apr 25, 2018	Jun 6, 2018
Nancy Casselman	Yes	Yes	Yes	Yes		
Mario Joannette	Yes	Yes	Yes	Yes		
Dee Perera	Yes	Yes	Yes	Yes		
Gina DeVeaux	Yes	Yes	Yes	Yes		