



Board of Directors Meeting

Wednesday, 6/6/2018

3:00 - 5:30 PM ET

1. Call to Order & Welcome	3:00 pm	Chair	
2. Declaration of Conflicts	3:01 pm	Chair	
3. Approval of Agenda <i>O-3 Open Meeting List of Motions - June 6, 2018 - Page 5</i>	3:02 pm	Chair	Approve
4. Approval of Previous Minutes - April 25, 2018 <i>April 25-Open Board Meeting Minutes-FINAL - Page 6</i>	3:03 pm	Chair	Approve
5. Chair's Report	3:04 pm	Chair	Information
6. Education Session <i>Lean Management System - Page 13</i>	3:05 pm	S. Metham/D. Cusson	Information
7. Action Items Review List of Action Items arising from prior meetings.	3:30 pm	Chair	Information
a. The Board requested an update from Mario Joannette regarding a marketing plan developed with the assistance of Marshall Fenn [Item 10.d.]			
b. MSA to report on MSA Survey to the Board [Item 10.c.]			
8. Committee Chairs' Reports			Information
a. Governance & Nominating Committee <i>May 18, 2018 meeting</i> <i>GNC Report to the Board - May 18 2018 Meeting - Page 25</i>	3:35 pm	M. Pautler	Information
b. Finance & Audit Committee <i>May 17, 2018 meeting</i> <i>FAC Committee Report for May 2018 - Page 26</i>	3:40 pm	D. Dean	Information
c. Quality Committee <i>May 17, 2018 meeting</i> <i>QC Committee Report May 17-18 Final - Page 28</i>	3:45 pm	M. Radford	Information
d. Building & Facilities Committee <i>May 22, 2018 meeting</i> <i>BFC Report to Board for May 22 2018 Meeting-Final May 31,2018 - Page 29</i>	3:50 pm	K. Osborne	Information
9. Consent Agenda Motions <i>O-9 Motions- Open Meeting Consent Agenda - June 6, 2018 - Page 30</i>	3:55 pm	Chair	Approve
10. Strategy & Operations Update			
a. President & CEO Report <i>President CEO Open Report to the Board - June 6 2018 - Page 31</i>	4:00 pm	E. Vandewall	Information
b. Professional Practice Report <i>Professional Practice Report June 2018 - Page 39</i>	4:15 pm	C. Williams/J. Rogers	Information
c. Medical Staff Association Report <i>MSA report June 6 2018 - Page 45</i>	4:25 pm	R. Sowery/A. Davis	Information
d. Communications & Public Relations Report - Marketing Plan,	4:35 pm	M. Joannette	Information

Marshall Fenn

Communications & PR Report June 2018 - Page 52

Marketing - Brand Initiative Plan BOD Presentation.june 2018 MJ AH -

Page 63

11. BREAK - 10 MINUTES	4:40-4:50 pm		
12. INFORMATION ITEMS			
a. Business Intelligence Tool <i>BI presentation for the Board June 2018 - Page 77</i>	4:50 pm	M. Chang	Information
b. Financial Update <i>CFO Report FINAL - Page 89</i>	5:00 pm	M. Chang	Information
13. DECISION ITEMS			
a. Audited Financial Statements Year Ending March 31, 2018 Quarterly Financial Statements <i>DRAFT Joseph Brant Hospital Financial Statements - Page 114</i>	5:10 pm	D. Dean/M. Chang	Approve
b. Appointment of Auditor 2018-19 <i>Auditor Appointment - Page 134</i>	5:15 pm	D. Dean/M. Chang	Approve
c. GNC Nominations Report <i>Report of Nominating Committee 2018-19 - Page 135</i>	5:20 pm	M. Pautler	Approve
14. Other Business		Chair	
a. Action Items Arising from the Meeting	5:25 pm	Chair	Information
b. Next Meeting Date - Annual General Meeting June 20, 2018 5:00 PM	5:30 pm	Chair	Information
15. Adjournment	5:30 pm	Chair	Approve
16. DINNER - 30 MINUTES	5:30-6:00 pm		
17. CONSENT AGENDA			
a. Consent Agenda Items for Approval			
i. Governance & Nominating Committee <i>O-CA 17-a-i Motions- Consent Agenda - GNC Items - Page 136</i>			
a. Board & GNC Work Plans <i>Board Work Plan Review 2018-2019 Draft - May 15 - Page 137</i> <i>GNC Work Plan 2018-19 - May 28-2018 - Page 139</i>			Approve
b. 2018/19 Board Calendar <i>2018-2019 Board & Ctee Dates May 18 2018 - Page 141</i>			Approve
c. Administrative By-Laws <i>Administrative By-laws June 20 2018-AGM (DRAFT) CLEAN - Page 143</i> <i>Administrative By-laws June 20 2018-AGM (DRAFT) BLACKLINED - Page 163</i>			Approve
ii. Finance & Audit Committee <i>Motions- Consent Agenda - FAC Items - Page 183</i>			
a. Expenses Summary: CEO, Board Chair, Directors <i>BN Executive Expense Public Posting - Page 184</i>			Approve
b. Compliance Reporting: MSA A Attestation <i>BN 2017-18 M-SAA Attestation - Page 188</i>			Approve
c. Final Financial Statements: Auxiliary <i>Financial Statement JBH Auxiliary - Page 190</i>			Approve
iii. Board			
a. Certification of NPO Information Return Letter <i>O-CA 17-a-iii Motions- Consent Agenda - Board Items -</i>			Approve

iv. Building & Facilities Committee

N/A

v. Quality Committee

Approve

O-CA 17-a-v Motions- Consent Agenda - QC Items - Page 208

a. 2018-19 QIP Work Plan & Narrative

Approve

Briefing Note to Board re 2018-19 JBH QIP Work Plan and Narrative Revisions May 2018 2.0 - Page 209

Joseph Brant Hospital 2018-19 QIP Work Plan - Page 211

Joseph Brant Hospital 2018-19 QIP Narrative - Page 212

b. Consent Agenda Items for Information Only

i. Governance & Nominating Committee

a. GNC Minutes - May 18, 2018

Information

GNC Minutes May 18, 2018 - DRAFT May 24 - Page 221

b. 2018/19 Committee Structure

Information

2018-2019 DRAFT Board Committee Structure - June 6

Blacklined - Page 226

2018-2019 DRAFT Board Committee Structure - June 6 Clean - Page 227

ii. Finance & Audit Committee

a. FAC Minutes: May 17, 2018

Information

FAC May 17 2018 Minutes - FINAL - Page 228

b. Internal Control Update: Payroll

Information

BN Payroll Internal Controls Audit update - Page 234

c. Compliance Reporting: Legislative, BPSAA, Hospital Remittance, MSA A Attestation

Information

Legislative Compliance - Page 238

BN BPSAA - Page 241

BN Compliance Reporting - Hospital Remittance - Page 243

BN 2017-18 M-SAA Attestation - Page 244

d. Non-Audit Services Update

Information

BN Non-Audit Services Update - Page 246

e. Financial Statements: Trust, Foundation, Auxiliary

Information

BN Statements Review Trust, Foundation, Auxiliary - Page 250

iii. Building & Facilities Committee

a. BFC Minutes: May 22, 2018

Information

BFC Minutes May 22 2018 FINAL - Page 252

b. JBH Phase 1 CRP

Information

BN JBH Phase 1 CRP May 2018 - Page 256

c. CRP Report

Information

CRP Report - Page 259

d. Scope Change Report

Information

Briefing note on JBH CRP Contingency Report Mar 2018 Rev 5 - Page 260

VE to March 2018 - Rev 5 - Page 261

VE to March 2018 Summary log - Rev 5 - Page 271

e. Critical Path Schedule Review/IAP/FFE

Information

JBH - Capital Redevelopment Project - April 2018 - Monthly Schedule Status Report - as at 07May1018 - Page 272

f. ICAT Update

Information

BFC ICAT Briefing Note April 2018 - Page 275

g. Independent Certifier Report

Information

h. Operational Readiness Update <i>BFC OpReadiness Briefing Note May 2018- draft - Page 295</i>	Information
i. Master Plan Update <i>Master Plan Master Program Update 05 18 18 - Page 298</i>	Information
iv. Quality Committee	
a. QC Minutes: May 17, 2018 <i>Quality Committee Mins May 17 - Page 307</i>	Information
b. Pharmacy, DI & Lab Annual Quality Report <i>Annual Quality Report- Pharmacy-Lab-DI - Page 313</i>	Information
c. Facilities Quality Annual Report <i>Annual Quality Report - Facilities-Biomed - Page 323</i>	Information
d. Quality Framework Processes: QIP 2017-18 Year End Review & Approval <i>QIP 2017-18 Work Plan Year End Review - Page 328</i>	Information
e. Scorecards & Reporting (Year-End) Strategic Scorecard, Quality Scorecard, Occurrence Reports <i>Quality Scorecard FY17 18_YE - Page 329</i> <i>Strategic Scorecard 2017_18 YE - Page 360</i>	Information
f. 2018-19 Draft Terms of Reference & Work Plan <i>QC ToR 18-19 Draft V1 - Page 373</i> <i>QC Work Plan 2018-19 DRAFT V1 - Page 377</i>	Information
g. Occurrence Report <i>Q4 17-18 Quality Report Complaints Compliments and Incidents - Page 379</i>	Information
h. Quality of Care Council Minutes <i>Quality of Care Council Minutes Apr 18-18 - Page 388</i> <i>Quality of Care Council Minutes Feb 21-18 - Page 394</i> <i>Quality of Care Council Minutes Mar 21-18 - Page 399</i>	Information
v. Public Affairs & Communications N/A	