

THE BRANT COMMUNITY HEALTHCARE SYSTEM

Board Meeting

January 28, 2020

Participants:	Regrets:
Paul Emerson Maggie Copeland Dave Diegel Annette Gillis Vern Payne Peter Quinlan Bill Thompson Rena Roy Mackenzie Slifierz Naser Hamed Dr. David McNeil Dr. Gene Jarrell Dr. Rudy Goel Mario Columbo Pat Brown Martin Ruaux	Dr. Laura Shoots Teresa Doolittle Kari Wilson
	Guests:
	Laura Doherty, Alena Lukich
	Recorder:
	Becky Marras, Executive Assistant

ITEM	DISCUSSION / ACTIONS
1.1 Call to Order & Convening the Meeting	The meeting was called to order at 5:00pm by Paul Emerson.
1.2 Approval of Agenda	<p style="text-align: center;">THE BOARD OF DIRECTORS VOTED</p> <p style="text-align: center;">To approve the January 28, 2020 agenda as circulated.</p> <p style="text-align: right;">(1) CARRIED</p>
1.3 Call for Conflict of Interest	No conflicts of interest were declared.
1.4 Approval of the November 26, 2019 Minutes	<p style="text-align: center;">THE BOARD OF DIRECTORS VOTED</p> <p style="text-align: center;">To approve the November 26, 2019 minutes as circulated.</p> <p style="text-align: right;">(2) CARRIED</p>

2.0 Board Education

2.1 Strategic Plan

Alena Lukich walked the Board through the 5 phase process that the strategic plan journey went through over this past year.

The final version was approved at the Strategic Planning Steering Committee in November 2019, and the steering committee has since met to go through the guiding principles.

5yr road map being developed by the senior team which will then be deployed through the organization to support the goals. Proposed goals will come to the March Board meeting.

Launch event is planned for March 5th 2020 at noon in the cafeteria, everyone welcome to attend.

To support the roll-out Strat Plan launch kits will be shared with Managers and FAQ sheets on key messages for frontline staff.

**THE BOARD OF DIRECTORS
VOTED**

TO approve the 2020-2025 Strategic Plan.

(3)

CARRIED

3.0 Board Reports

3.1 Report of the Chief Executive Officer



Included in the package for review, David highlighted a couple of things

- QIP - highlight that the significant progress on Med Rec in the organization. Overall organization is 88.6%, compliant and showing significant compliance in the surgical department.
- Management forum with Studer on March 4th, please feel free to participate if able even portion of the day.
- More San'yas training seats have been secured for the organization, and thank-you for the directors who have accepted to participate in the training. The organization is slowly making progress on cultural sensitivity training compliance.
- Master Planning process is complete and the final version will be going to the Master Planning Steering Committee Thursday January 30th. The LHIN and MoH have mentioned that they will be working concurrently on approving the BCHS Master Planning Pre Capital submission.
- OHT moving ahead and connecting with the primary care network in the community. First successful joint governance meeting took place earlier this month.
- Organizational chart was shared and roles clarified.

	Directors recognized that the Master Plan and Strategic Plan were highly ambitious projects to undertake, congratulations to David and his teams for the hard work.
3.2 Volunteer Association Update	defer
3.3 BCHS Foundation Update	<p>Mario Columbo, Foundation Board Chair shared the following highlights.</p> <ul style="list-style-type: none"> - Generally up in all areas of donations, major gifts (gifts greater than \$5000), gala, and gifts in kind. - 1.5million dollars raised to date, doesn't include Tim Horton's revenue and investment income. - Successful holiday campaign 166% over last year. We raised 100k during the 12days of giving - \$583k major gifts expected before the end of the year. - Upcoming events to note, Ladies Night Out (April), Gala (May) - Currently recruiting Board members by Feb 28th. - Suggest that we have a joint meeting of the Boards
3.4 Report of the Chief of Staff	<p>Included in the package for review.</p> <ul style="list-style-type: none"> - Currently recruiting for the Urology, Geriatrics and Anaesthesia departments. - Rapid access clinic has been up and running for two weeks, which should defer admission to the ED and will also help with the discharge process of internal patients. - Expect to have most initiatives of the departmental reviews completed by April 1st. - Performance reviews for physicians are being addressed and moving forward will be compliant.
3.5 Medical Staff Association Update	<p>Length of service awards were highlighted from 10-45years of the credentialed physicians. Specific attention was given to the 35 years of service, suggested that a congratulations note be sent out from the Board chair on behalf of the Board.</p> <p>Plans are in place to work on a medical HR plan for ICU to enhance the development of a program that the community requires.</p>
4.0 Consent Agenda	
4.1 Quality Committee Report 4.2 Governance Committee Report	<p>THE BOARD OF DIRECTORS VOTED</p> <p style="text-align: center;">To approve the Consent Agenda of January 28, 2020</p> <p style="text-align: right;">(4) CARRIED</p>

5.0 Regular Agenda (Reports and Motions excluded from the Consent Agenda)	
<p>5.1 Accreditation Follow-up Plan</p>	<p>The following Required Organizational Practices (ROP) follow-up is due to Accreditation October 21, 2020.</p> <ul style="list-style-type: none"> - Leadership - Medication Management Standards – Do NOT Use Abbreviations - Perioperative Services and Invasive Procedures – Medication Reconciliation - <p>The Quality & Patient Safety Committee will remain the Accreditation Steering Committee as the organization prepares to submit its evidence to “meet” the requested ROPs by October 21, 2020. Improvement work plans have commenced to address ROPs including Medication Reconciliation and Do Not Use Abbreviations.</p>
<p>5.2 Quality Monitoring Report</p>	<p>The Quality Monitoring report was reviewed. The trends on timeliness to access to care continue to be a challenge. As per the committee’s recommendation at the November 2019 meeting, two of the Quality Monitoring Indicators have been selected as indicators to be included in the 2020/21 Quality Improvement Plan.</p>
<p>5.3 CEO Patient Family Advisor</p>	<p>It is leading practice to involve Patient Advisors on Board level committees. We have a stable, active and engaged membership and a number of advisors on the CEO Patient Family Advisory Committee who would be excellent Community Representatives on the Quality Committee of the Board. It was recommended that the Quality Committee of the Board supports that Patient Family Advisors from the CEO Patient Family Advisory Committee be selected to sit as Community Representatives on the Quality Committee of the Board.</p> <p>THE BOARD OF DIRECTORS VOTED</p> <p style="text-align: center;">To accept the Quality Committee’s recommendation that two Patient Family Advisors from the CEO Patient Family Advisory Committee be selected to sit as Community Representatives on the Quality Committee of the Board with the first of the two positions being filled in 2020 and the second in 2021.</p> <p style="text-align: right;">(5) CARRIED</p>
<p>5.4 Advocacy Policy</p>	<p>The Board of Directors has identified the need for an advocacy policy. President and CEO presented a proposed Board Advocacy Policy which after discussion was approved by the Governance committee.</p> <p>THE BOARD OF DIRECTORS VOTED</p> <p style="text-align: center;">TO approve the proposed Board Advocacy Policy.</p>

		(6) CARRIED
5.5 Board Retreat Agenda/Outline	<p>A small working group has been working to put together a retreat for the Board on Indigenous Health and Cultural Safety. The outline of the retreat was reviewed with the suggestion that consideration be given adding a section on the Indigenous Patient Experience at BCHS. This will be brought back to the working group for consideration.</p> <p>Session will be held on a full Saturday in the spring.</p> <p>THE BOARD OF DIRECTORS VOTED</p> <p style="text-align: center;">To approve the proposed retreat outline.</p>	(7) CARRIED
Additional item - Question on context	<p>Couple questions arose on how changes to additional committee memberships and committee charters take place, as well as how the committees report through to the Board.</p> <p>Management will bring this to the next governance meeting for discussion.</p>	
6.0 Other Business		
6.1 Supervisors Report	Included in the package for information.	
6.2 CBC Article	Interesting to share what is going on across the province and the pressures of 'hallway medicine'.	
In Camera Session		
	<p>THE BOARD OF DIRECTORS VOTED</p> <p style="text-align: center;">To move from the open session to the In Camera session.</p>	(8) CARRIED
Regular Session		
Adjournment	<p>THE BOARD OF DIRECTORS VOTED</p> <p style="text-align: center;">To adjourn the open session.</p>	(16) CARRIED

	<p>What went well?</p> <ul style="list-style-type: none"> - Mario shared the experience of then and now. - Meeting with the BCHS and Foundation Board. - Speak freely. <p>What could be improved</p> <ul style="list-style-type: none"> - Speak louder - Went over time 	
Next Meeting Date	Tuesday February 25, 2020 5:00pm Boardroom	
Minutes Approved: February 25, 2020	 Dr. David McNeil, President & CEO	 Paul Emerson, Chair, Board of Directors