



**BOARD OF DIRECTORS
OPEN SESSION MINUTES
Thursday, September 27, 2018**

1. CALL TO ORDER

A meeting of the Board of Directors of Southlake Regional Health Centre was held on the above date at 1730 hours in the Lecture Hall.

The following Directors were present:

D. Dobson (Chair)	P. Horgan
Dr. S. Beatty, Chief of Staff	A. Krystal, President & CEO
D. Brouwer	C. Nemni
Dr. E. Chan	Dr. J. Randle
J. Dunlap	P. Roberts
J. Harris	S. Stanton
S. Hills	

Regrets:

A. Ahmed	A. Jones
Mayor G. Dawe	M. Downs
D. Wattling	R. Wilson

The following Senior Staff members were present:

R. Bull, Chief Financial Officer
C. Cecchini, Vice President, Employee Experience and CHRO
R. Gowrie, Vice President, Capital, Facilities & Business Development
H. Hutton, Executive Vice President & Chief Operating Officer
S. Mullin, CEO, Southlake Foundation

D. Dobson, Chair, noted that quorum was present and called the meeting to order.

2. DECLARATION OF CONFLICTS

Board members were asked if there were any perceived conflicts with the agenda; no conflicts were declared. Roundtable introductions were made.

3. APPROVAL OF AGENDA

The Agenda was approved as circulated.

MOTION:

It was MOVED by C. Nemni and seconded by P. Horgan that the Open Board of Directors' agenda be approved.

CARRIED

4. MINUTES OF PREVIOUS OPEN BOARD MEETING

Not applicable at this meeting.

5. PATIENT STORY VIDEO

Board members viewed a story of patient's journey and care through our surgical program. The family was overwhelmed by the loving care and support they had from staff, physicians and volunteers. P. Horgan noted the wonderful opportunity to view the surgical floor with the members of the Board on today's tour. A. Krystal noted that the video will be used for multiple purposes including teaching opportunities at the hospital.

6. BUSINESS ARISING

6.1 Board Committee on Quality

P. Horgan, Chair of BCQ noted the following:

- A number of new members attended and BCQ also saw a patient story.
- Reviewed and approved the Terms of Reference, which include the relevant Community Awareness Committee functions.
- 2018/19 Q1 Corporate Quality Scorecard was presented for discussion. The members discussed mitigation strategies that are underway for those indicators that currently not meeting the target.
- 2018/19 Q1 People Performance Scorecard was brought forward for review and recommendation was made that going forward this item will be discussed and presented at the Governance and People Committee.
- 2018/19 Q1 Incident Trend Report was reviewed and discussed.
- The 2018/19 Q1 Patient Experience/NRC Report was presented and reviewed. Highlighted were a number of strategies that are underway to improve the patient experience including: point of care resolution, back to basics, and implementation of the Rapid Assessment Unit to improve patient flow.
- C. Nemni noted a recent PBS documentary by K. Burns on an overview of the Mayo Clinic. It was noted as an excellent documentary that talks about what it means to put patients first.
- The Critical, Never Event and Near Miss Incident Report was reviewed and is currently on track with recommendations from the root cause analysis. It was noted that never events and critical events are improving year over year.

6.2 Finance & Property Committee

P. Roberts, Chair of the Finance & Property Committee noted the following:

- Several new members joined the Committee, and the Terms of Reference were reviewed and approved.
- The Capital Development Project Summary for the month of July 2018 was received.
- Financial results for the month of July 2018 were reviewed highlighting:
 - New format was used for the financial results and has been very well received. This new format allows the members to review the volumes versus the financial impact.
 - Premium salary pressures continue, which is reflected in the monthly results.
 - Capacity issues continue at the hospital.
- The chair is very happy to have R. Gowrie join the Committee on the capital side.
- The Committee reviewed the financial report from the Foundation.

MOTION:

It was MOVED by P. Roberts and SECONDED by C. Nemni, to approve the unaudited July 2018 Financial Statements as presented to and recommended for approval by the Finance & Property Committee.

CARRIED

6.3 IT Advisory Committee

On behalf of the Chair of the IT Advisory Committee; J. Harris noted the following:

- Markham Stouffville Hospital had a successful go live with Southlake teams providing on-site support throughout the first week of the launch.
- End user training will be ongoing throughout October and November.
- The team looks forward to going live December 1, 2018.
- The Chief Information Officer, Tim Pemberton, will be moving on to a new position in Ottawa and the members wish him all the best.

7. NEW BUSINESS

Thank you to T. Austin, A. Krystal, and L. Bautista for creating the new Board format.

8. NEXT MEETING – THURSDAY, OCTOBER 25, 2018 @ 5:30 PM

9. MOTION TO CLOSE OPEN SESSION

There being no further business, it was **MOVED** by P. Roberts and **SECONDED** by S. Stanton, to adjourn the meeting at 1800.

Date: September 27, 2018

Signed: 

D. Dobson, Chair