

**BOARD OF DIRECTORS
OPEN SESSION MINUTES
Thursday, October 24, 2019**

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
A. Ahmed	A. Jones
Dr. S. Beatty, Chief of Staff	C. Nemni
D. Brouwer	A. Krystal, President & CEO (T)
Dr. E. Chan	Dr. J. Randle
M. Downs	P. Roberts
J. Dunlap	D. Watchorn
S. Hills	R. Wilson

Regrets:

S. Stanton	D. Wattling
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The following Senior Staff members were present:

L. Bautista, In House Legal Counsel
R. Bull, Chief Financial Officer
C. Cecchini, Vice President, Employee Experience and CHRO
T. Chalk, Chief Strategy and Communications Officer
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.

3. APPROVAL OF AGENDA

The Agenda was approved as circulated.

MOTION:

It was MOVED by A. Ahmed and SECONDED by C. Nemni, that the Open Board of Directors' agenda be approved.

CARRIED

4. MINUTES OF PREVIOUS OPEN BOARD MEETING

The Minutes of the September 26, 2019 Open Board meeting were approved as circulated.

MOTION:

It was MOVED by D. Brouwer, and SECONDED by P. Horgan, that the Minutes of the September 26, 2019 Open Board of Director's meeting be approved.

CARRIED

5. PATIENT STORY VIDEO

The Board members toured the Southlake Village, specifically the redevelopment space for our Hallway Medicine Initiative. The patient video story shares the experiences of a family requiring additional care but not requiring a hospital stay. Their family was very thankful for the Southlake@home program at our hospital.

6. NEW BUSINESS

None Noted

7. BUSINESS ARISING

7.1 Board Committee on Quality (BCQ)

P. Horgan, Chair of BCQ noted the following:

- The Quality Improvement Plan has ten approved indicators for 2019/20 with two being mandatory by Health Quality Ontario. Indicators not meeting target were discussed in detail and strategies and initiatives are underway to meet or exceed the targets.
- Patient Safety Awareness Week is October 28 – November 1, many celebrations are planned around the organization. Documentation was circulated to Board members for their information.
- Members of the Board were asked to complete the Governance Functioning Tool, comprised of 33 questions. The due date for completion of the responses is November 6th. The results of the governance functioning tool are shared with the Accreditation Surveyors. The Mock Accreditation Survey with the Board of Directors is scheduled for January 23 with the final Accreditation Survey held the

week of February 9 – 13, 2020. The Accreditation work plan for the organization is on track.

- The new SBAR tool has been widely shared across the organization.
- The Cardiac Care Network Provincial Quarterly Indicator Report was discussed. In Q1, Southlake had the highest volume of STEMI patients in the entire province. Royal Victoria Hospital (RVH) starts their STEMI program on Tuesday, and they will start gradually for patients that present to their Emergency Department.
- Corporate Patient and Family Advisory Council (Program) Update (PFAP): The strategic objectives for the PFAP are as follows:
 - Building awareness of the PFAP internally and externally
 - Optimizing and integrating PFAs across the organization
 - Educating/building the organization's culture of the PFAC and patient experience

These are being reviewed at the PFAP October meeting. Patient and Family Advisors have been actively engaged in numerous quality initiatives across the organization including master planning, white board standardization, website redesign and accreditation.

7.2 Finance & Property Committee

S. Hills, Chair of the Finance & Property Committee noted the following reports were received for information:

- Capital Development Project Update
- Foundation Update noted the successful Gala.

8. NEW BUSINESS

9. NEXT MEETING – NOVEMBER 28, 2019 @ 17:30 PM

10. MOTION TO CLOSE OPEN SESSION

There being no further business, it was MOVED by P. Horgan and SECONDED by C. Nemni, to adjourn the meeting at 1750 hours.

October 24, 2019

Date:

Signed:



D. Dobson, Chair