

**BOARD OF DIRECTORS
OPEN SESSION MINUTES
Thursday, January 23, 2020**

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:

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

Regrets:

| | |
|------------|-------------|
| D. Brouwer | D. Wattling |
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The following Senior Staff members were present:

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 P. Roberts and SECONDED by S. Stanton, that the Open Board of Directors' agenda be approved.

CARRIED

4. MINUTES OF PREVIOUS OPEN BOARD MEETING

The Minutes of the November 28, 2019 Open Board meeting were approved as circulated.

MOTION:

It was MOVED by P. Roberts, and SECONDED by S. Hills, that the Minutes of the November 28, 2019 Open Board of Director's meeting be approved.

CARRIED

5. PATIENT STORY

In light of the recent media attention that A. Krystal's blog about her overnight shift generated, a story was shared from a patient who was in the hospital during her shift. Ms. Krystal shared the positive experiences of the care he received from the nurses and other staff and the noted his comments around the need to get into the trenches to see what exactly goes on. The letter was also shared with both K. Stephen-Woods and K. Ward to share with the nurses and staff.

This is the Year of the Nurse and Southlake will be highlighting this throughout the year.

6. NEW BUSINESS

None Noted

7. BUSINESS ARISING

7.1 Board Committee on Quality (BCQ)

P. Horgan noted the following from the December and January meetings:

- Three reports were reviewed including:
 - Real-time survey results
 - NRC Picker patient satisfaction survey
 - Report from the Patient Advocate office noting patient complaints have seen an increase in Q2 in 2019/20 over Q2 in 2018/19
- The Interprofessional Quality of Care Report was discussed and Professional Practice continues to lead the five patient safety priorities across the organization.

- Beds in the organization still remain a priority.
- A Patient Discharge Booklet has been created. Patients leaving the hospital receive a booklet with next steps for their care. This is currently in the pilot phase and the goal is to have this booklet electronically to allow the patient to email it home from the TV hub and allow us to link to other electronic education materials and brochures. The hospital is currently working on determining if Meditech can move this to the Patient Portal.
- BCQ (on behalf of the Board) sent a letter to Hayley Painter, RN at Southlake thanking her for her heroic actions while holiday shopping. Hayley's decisive and quick actions in responding to a choking infant who had stopped breathing, saved his life. This is a great example of our staff and the professional care they deliver even when away from the hospital.

7.2 Finance & Property Committee

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

- Capital Development Project Update
- Review and discussion of draft Master Plan meeting with the Ministry
- Foundation Update
- Review of the October and November financials and the timelines for the 20/21 budget process.
- Annual insurance review

8. NEW BUSINESS

9. NEXT MEETING – MARCH 26, 2020 @ 17:30 PM

10. MOTION TO CLOSE OPEN SESSION

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

January 23, 2020

Date:

Signed:

Approved pending Board Approval

D. Dobson, Chair