

Stevenson Memorial Hospital Meeting of Board of Directors

September 8, 2016

Physical Therapy Department

5:00 p.m.

In attendance:

Elected Directors: Michael Martin, Board Chair; Darlene Blendick; Colleen Butler; Alan Dresser; Paul Edmonds; Wendy Fairley; Paul Heck; Mike MacEachern; Catherine Morden; John Murray; Jan Tweedy

Ex Officio Directors: Jody Levac, President & CEO; Diane Munro, President SMH Auxiliary; Marg Barber, Board Chair, Foundation; Dr. Oswaldo Ramirez, Chief of Staff; Dr. Shazia Ambreen, President of Medical Staff

Staff: Terry Kuula, Chief Financial Officer; Jared Nolan, Corporate Communications

Guests: Kathy Stevenson; Jeff Kerk; and Rob Bull, Southlake Regional Health Centre

Regrets: Robert Jurmalietis; Dr. Ihab Khalil, Vice-President of Medical Staff; Carrie Jeffreys, CNO

1.0 WELCOME & CALL TO ORDER

1.1 Quorum

M. Martin welcomed the Directors to the meeting and advised there was a quorum.

1.2 Declaration of Conflict of Interest

M. Martin reminded those in attendance of their responsibilities as Board members with respect to the conflict of interest as outlined in the Corporation's Bylaws and asked if anyone present wished to declare a conflict of interest. No declarations were made.

1.3 Amendments to the Agenda

The order of the Accreditation and Health Information Systems presentations were switched on the agenda.

Motion: Moved by D. Blendick, seconded by A. Dresser.

"That the Board of Directors accepts the agenda as amended."

All in favour. Motion passed.

2.0 PRESENTATIONS

2.1 Health Information System (HIS)

J. Kerk and R. Bull referenced the Briefing Note entitled "*Clinical Transformation- Hospital Information System*" circulated to the Board which provided an update on the status of the Health Information System (HIS) project since they last presented to the Board in February 2016.

An Invitational Request for Partnership (IRFP) was released to shortlisted hospitals. Responses to the IRFP are due September 28, 2016. Upon decision of the successful vendor, there will be a very aggressive timeline for system delivery (January 2017). The system would then be developed throughout the year with a go live date in December 2017. Stevenson's challenge will be the upfront capital costs and then ongoing operating costs to maintain the HIS.

At this point in time, the Board thanked R. Bull and J. Kerk for their update and they left the meeting.

2.2 Accreditation

K. Stevenson conducted a mock accreditation with the Board in preparation for the November Accreditation survey.

2.3 Ethical Decision Making Framework

Due to the lateness of the meeting, this item was deferred to the October Board meeting.

3.0 CONSENT AGENDA

3.1 Consent Agenda Format

The Board received Ontario Hospital Association (OHA) guidelines around Consent Agenda format and was in agreement to moving to this meeting process. The purpose is to provide an efficient process for approval of regular or routine issues that come before the Board or matters where no debate is anticipated. Directors may request that items be added or removed from the agenda item. In the future, as the Board gets more comfortable with the format, Committee meetings with no motions will be placed on the Consent agenda.

3.2 Board of Directors – June 1, 2016 Minutes

3.3 Board of Directors – June 2, 2016 Minutes

3.4 Board of Directors – June 14, 2016 Minutes

Motion: Moved by J. Murray, seconded by W. Fairley.

"That the Board of Directors accepts the consent agenda as presented."

All in favour. Motion passed.

4.0 REPORTS

4.1 Report of President & CEO

J. Levac provided a verbal report advising:

- Staff Updates
 - Carrie Jeffreys, new Chief Nursing Officer, started work at Stevenson on July 4, 2016;
 - In process of finalizing the contract with the new Chief Financial Officer;
 - In process of finalizing the contract with the new Chief of Staff; and
 - Jeff Kerk, Manager, Paramedical Services, has accepted a position at another hospital.

- Presentations held with the Strategic Planning proponents; the preferred 3-4 proponents will be presented to the Board, who in turn, will choose the preferred candidate.
- Received verbal confirmation from the Capital Branch, Ministry of Health & Long Term Care (MOHLTC) that Stage 1 has been closed; however no written confirmation has yet been received. Stevenson still does not have an approved project as of yet.
- Finalizing a letter of support for the Nottawasaga Inn for a casino; SMH would be the charity of choice. Funds received would be designated towards HIS.
- Recent meeting held with Southlake Regional Health Centre and Stevenson Memorial Hospital Board Officers and CEOs to discuss HIS, Management Services Agreement, etc.
- Upcoming meetings with Honda of Canada and County of Simcoe re Redevelopment.

4.2 Report of Chief of Staff

Dr. Ramirez provided a verbal report advising:

- Held first Chief of Staff meeting with new Board Chair, Mike Martin.
- The Chiefs of Department are well positioned with a new incoming Chief of Staff.
- Working with Corporate Communications to provide a community update on the revitalization of Obstetrics with the recruitment of a new Obstetrician.

4.3 Report of Auxiliary President

In addition to her written report, D. Munro highlighted that the Tree of Lights will be held on November 25th at 6:00 PM.

4.4 Report of Foundation Board Chair

In addition to her written report, M. Barber highlighted that at the Foundation's August Board meeting, a motion was passed to invite the Hospital CEO, J. Levac, to participate as a guest at their Board meetings.

4.5 Report of Hospital Board Chair

M. Martin provided a verbal report advising:

- Attended the Hospital Foundation and SRHC Annual General Meetings.
- Both the Board Chair and CEO have been invited to participate on the Major Gifts Committee.

Discussion ensued among the Stevenson Board about naming rights for Redevelopment. M. Barber advised that the Foundation does have a policy and the Foundation will review the Hospital's needed involvement through J. Nolan, Corporate Communications.

5.6 Report of Governance & Nominating Committee

J. Murray advised that an electronic vote was held by the Governance & Nominating Committee to appoint one Board Director to the Medical Advisory Committee and one to the Credentials Committee.

Motion: Moved by J. Murray, seconded by C. Morden.

"That the Board of Directors accepts the recommendation of the Governance & Nominating Committee and appoints Michael Martin to the Medical Advisory Committee and Colleen Butler to the Credentials Committee."

All in favour. Motion passed.

*Motion: Moved by D. Blendick, seconded by C. Morden.
"That the Board of Directors receives all reports as presented"
All in favour. Motion passed.*

6. Other

6.1 Finance Update

P. Heck advised that the hospital has a surplus of \$25K as at July 31, 2016.

6.2 Bill 210

J. Levac was asked to provide a presentation on the proposed legislation – Bill 210 – and the impact it will have on Hospitals at the next Board meeting.

7. Next Meeting Date

The next Board meeting will be held on Thursday, October 6, 2016.

There being no further business, the meeting adjourned at 7:45 p.m.



Michael Martin, Board Chair

Recording Secretary: Sharon Knisley