

Stevenson Memorial Hospital Meeting of Board of Directors

March 3, 2016

Physical Therapy Department

5:00 p.m.

In attendance:

Elected Directors: Alan Dresser, Board Chair; Darlene Blendick (via teleconference); Colleen Butler; Wendy Fairley; Paul Heck; Robert Jurmalietis; Mike MacEachern; Michael Martin; John Murray

Ex Officio Directors: Jody Levac, President & CEO; Kathy Stevenson; interim Chief Nursing Officer; Marg Barber, President SMH Foundation; Dr. Oswaldo Ramirez, Chief of Staff; Ann Hamby, President SMH Auxiliary; Dr. Shazia Ambreen, President of Medical Staff

Staff: Jared Nolan, Corporate Communications

Regrets: Paul Edmonds; Catherine Morden; Jan Tweedy; Dr. Ihab Khalil, Vice-President of Medical Staff; Terry Kuula, Chief Financial Officer

1. Call to Order

A. Dresser called the meeting to order.

2. Conflict of Interest

A. Dresser 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.

3. Approval of the Minutes

Circulated with the agenda were the minutes of February 4, 2016 and February 11, 2016.

As there were no amendments to the minutes, the Chair declared the minutes accepted.

4. Presentations – Kathy Stevenson

- **2016/17 Quality Improvement Plan (QIP)**

K. Stevenson reviewed with the Board the following:

- 2015/16 Action Plan and what will be done for the indicators we have not yet met
- draft 2016-17 QIP
- narrative to accompany the QIP

She advised that the draft QIP has been reviewed by internal stakeholders and in depth by the Quality Committee.

The Board held a lengthy discussion on the indicators and proposed targets. Upon further discussion, the Board agreed to change some of the proposed targets and the QIP will be amended accordingly. The Board agreed that the two targets to be tied to Executive Compensation will be: reduce hospital acquired infection rates and reduce wait times in the Emergency Department.

The Board agreed that the same compensation at risk used in 2015/16 will be used in 2016/17.

Motion: Moved by W. Fairley, seconded by D. Blendick.

“That the Board of Directors accepts the recommendation of the Quality Committee and approves the 2016/17 Quality Improvement Plan as amended.”

All in favour. Motion passed.

- **SMH Enterprise Risk Management (ERM)**
Due to lateness of meeting, this item was deferred to the May meeting.
- **Board Accreditation**
The Board discussed and addressed 3 further yellow flags of the Governance Action Plan in preparation for the November 2016 Accreditation.

5. Report of Stevenson Redevelopment Committee (SRC)

On March 2, 2016, Stevenson responded to the Ministry of Health & Long Term Care’s (MOHLTC) letter dated December 24, 2015 requesting more information in order to finalize the completion of the Stage 1 review of the Hospital Redevelopment Project.

The Hospital has been working with Central Ontario Healthcare Procurement Alliance (COHPA) regarding Stevenson’s Request for Proposal (RFP) for the Stage 2 Submission – “Functional Programming.” It was noted that nothing will proceed on this until we receive MOHLTC approval of Stage 1.

The next SRC meeting is scheduled for Tuesday March 15, 2016 at which time the SRC will receive an update on the RFP process.

6. Reports

- **CEO**
 - The Memorandum of Understanding (MOU) with Southlake Regional Health Centre (SRHC) is under review; once the terms are negotiated, the MOU will be brought forward to the Board for approval. Looking for both Boards to undertake an evaluation of the MOU in the near future.
 - Jim Wilson, MPP, was at Stevenson last week for a media event regarding the signing of the Stevenson Redevelopment petition which he is mailing out to the community.
 - In conjunction with the Foundation, provided a presentation to Honda asking for support of the Hospital’s Redevelopment.
 - Recently provided a presentation to Probus Club on the Hospital Redevelopment.

- Holding interviews for the Chief Nursing Officer (CNO) position; Kathy Stevenson continues in the role of interim CNO.
- **Chief of Staff**
In addition to his written report, Dr. Ramirez advised that there will be some changes to the Professional Staff Bylaws which will be presented to the Governance Committee and the Board of Directors for approval, and subsequently, presented at the Annual General Meeting for ratification.
- **Auxiliary**
In addition to her written report, Ann Hamby advised that she will be interviewed by Rogers Cable regarding the role of the Volunteers and how to become a Volunteer at Stevenson.
- **Foundation**
In addition to her written report, Marg Barber advised that she has received several positive comments about Jody Levac's presentation to the Probus Club.
- **Board Chair**
 - Participated in the Trillium Ford Lincoln cheque presentation to the Foundation. The dealership has made a \$50,000 commitment; the Foundation has received the second cheque for \$12,500.
 - Will be setting up a time to meet with each of the elected Directors to hold the annual one-on-one year-end meetings.
- **Other**
M. Martin advised that he will be spearheading an ad hoc group of Directors to respond to the Board-to-Board Report further to the joint meeting with the Foundation in January 2016. The purpose of this ad hoc group meeting is to hold a brief discussion and to solidify the Board's position to provide feedback on how to improve communication and enhance the working relationship between the Hospital and Foundation as we move forward with the Redevelopment project. Interested Directors to advise M. Martin.

***Motion: Moved by J. Murray, seconded by C. Butler.
"That the Board of Directors accepts all reports as presented"
All in favour. Motion passed.***

7. In Camera Session

***Motion: Moved M. Martin, seconded by R. Jormalietis.
"That the Board moves to the in-camera session."
All in favour. Motion passed.***

***Motion: Moved by D. Blendick, seconded by J. Jurmalietis.
"That the Board move back into the open session."
All in favour. Motion passed.***

The Board Chair advised that the following motion arose from the in-camera session:

***Motion: R. Jurmalietis, seconded by W. Fairley.
"That the Board of Directors accepts the recommendation of the Medical Advisory Committee to
approve three (3) new applications for medical staff."
All in favour. Motion passed.***

8. Next Meeting Date

The next Board meeting will be held on Thursday, April 7, 2016 at 5:00 p.m.

There being no further business, the meeting adjourned.



Alan Dresser, Board Chair

Recording Secretary: Sharon Knisley