

**Trillium Health Partners
Board of Director Meeting Minutes
Thursday, January 25, 2018**

Mississauga Hospital, Clinical and Administrative Building, 4th Floor, Large Boardroom
15 Bronte College Court, Mississauga, Ontario

In Attendance:

Elected Directors Mr. Wayne Bossert (Chair); Mr. David Allgood; Ms. Michele Darling; Ms. Anu Dhir; Dr. Mohamed Lachemi; Mr. Alan MacGibbon; Ms. Christine Magee*; Ms. Stacey Mowbray; Ms. Karen Wensley and Mr. Nick Zelenczuk

Ex-Officio Directors Ms. Michelle DiEmanuele; Ms. Kathryn Hayward-Murray; Dr. Dante Morra; Dr. Melanie Binnington; and Dr. Trevor Young

Senior Management Ms. Karli Farrow; Dr. Alison Freeland; Mr. Steve Hall; Mr. Steve Hoscheit; Mr. Dean Martin; and Ms. Nicole Vaz

Guests Ms. Debra Carson; Ms. Monika Hall; Mr. Shawn Kerr; Ms. Stephanie Joyce; Ms. Alison Quigley; Ms. Angela Rea-Mahoney; and Mr. Adam Gdyczynski

Resource Ms. Kate Anderson

Regrets: Mr. Chitwant Kohli; Mr. Perry Miele; Mr. Greg Grice; and Dr. Rob Reid

**Via Teleconference*

1.0 Call to Order

The Chair called the Board meeting to order at 4:00 p.m. The Chair confirmed quorum.

The Chair indicated that the meeting would commence with a brief and informal In-Camera Session.

2.0 In-Camera Session

The Board met briefly In-Camera, without management present.

Management and Ms. Anderson then joined the meeting, together with Ms. Carson, Mr. Hall and Mr. Kerr.

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3.0 Approval of Agenda

3.1 The Board members reviewed the agenda. No revisions were made.

MOVED by Dr. Lachemi and seconded by Ms. Wensley, that the agenda for the January 25, 2018 Board of Directors meeting, be approved.

CARRIED

3.2 Declaration of Conflict of Interest

The Chair reminded the Board that conflicts are to be declared as the agenda item arises. No conflicts were declared.

4.0 Approval of Consent Agenda

The Chair presented the Consent Agenda for discussion and approval. He reminded the members that reference material was now included separately on the Board Portal, where indicated.

MOVED by Ms. Dhir and seconded by Ms. Darling, that the Consent Agenda for the January 25, 2018 Board of Directors meeting, be approved.

CARRIED

5.0 Capacity Update

The Chair invited Ms. Hayward-Murray to provide a status update on current capacity matters.

Ms. Hayward-Murray reported on the capacity challenges at both CVH and M site, noting the number of surge spaces currently in use. A discussion followed regarding the funding of surge beds; the impact of the capacity pressures on patients and care providers; the restrictions put in place to limit referrals during times of high volume to ensure patient safety; and the long-term need for more beds and community capacity, which was reflected in agenda item 3, the Clinical Service Plan (“CSP”). As well, the Chair indicated that he had toured the hospital to review the capacity operational activities.

Mr. MacGibbon commented that, in relation to some of the solutions to the capacity issues, the members would later hear of the initiatives which had been the focus of the Priorities and Planning Committee meetings in recent months, s 18(1) e, f, g.

Ms. Farrow discussed the alignment of strategic priorities within the context of the organization's capacity pressures, since the November 2015 Retreat. She reviewed THP's vision of a complete system of care which included service excellence, integrated community care, Health Hubs, strategic investments and a new HIS.

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6.0 Strategy Update

6.1 Health Hubs & Strategic Investments Update

Ms. Farrow provided a detailed update on the various strategic opportunities. s18(1) e, f, g.

Mr. Hall left the meeting.

Ms. Sally Daub, independent advisor to management regarding the HIS, joined the meeting via teleconference.

Ms. Rea-Mahoney and Mr. Gdyczynski also joined the meeting.

6.2 HIS Project Update

Mr. Hall provided a detailed update on the status of the HIS project. s18(1) a, c, e, f, g.

Ms. Daub, Ms. Rea-Mahoney, Mr. Kerr and Mr. Gdyczynski left the meeting.

Ms. Joyce and Ms. Quigley joined the meeting.

6.3 2018/2019 Service Plan and Operating Budget

Mr. Martin and Ms. Hayward-Murray presented the *2018/2019 Service Plan and Operating Budget*.

Mr. Martin reviewed the fiscal and volume assumptions used to provide a balanced budget plan. He indicated that the Service Plan and Operating Budget included funding for: the Clinical Service Plan (“CSP”); new initiatives to support/improve patient experience; capital investments to address equipment and physical plant; additional surge capacity above budgeted beds; and strategic investments to support major projects.

Ms. Hayward-Murray reminded the Board of the presentation of the CSP in September 2017, which was key to the development of the Operating Plan presented. She indicated that the implementation of the CSP would provide standardized best practice care across all sites, especially within acute in-patient areas, with improved access and flow to home and community care, which would help to address some of the capacity challenges.

Ms. Wensley then provided a summary of what had been discussed and reviewed by the Finance and Audit Committee. s18 (1) a, c, d, e.

Ms. Joyce, Ms. Magee and Ms. Quigley left the meeting.

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7.0 Reporting

7.1 Chair's Report

The Chair provided his report to the Board. He reminded the Board of the Foundation's Laugh Out Loud event on February 10 and the Strategy and Master Plan Engagement Session on February 15.

7.2 President & CEO Report

Ms. DiEmanuele referred the Board to the President & CEO Report.

She invited the Board to management's daily Command Centre meetings in order to witness firsthand the capacity challenges.

The Chair congratulated Ms. DiEmanuele on her receipt of the President's Award from Heritage Mississauga for her contributions to the community.

7.3 Chief of Staff Report

Dr. Morra reviewed the Chief of Staff Report. He specifically acknowledged the efforts of the volunteers, the Foundation and staff who were helping to manage the challenge of unprecedented capacity levels. He also discussed the Report Distribution Standardization Project.

7.4 Chief Nursing Executive Report

Ms. Hayward-Murray presented the Chief Nursing Executive Report. She also provided an update on medical assistance in dying.

7.5 Professional Staff Association Report

Dr. Binnington provided the Professional Staff Association Report. She reported on staff managing an increase in the number of outpatients in medicine; the involvement of the physicians with the development of the HIS; and she indicated that she would continue for another year as President of the PSA, while a new Vice-President was recruited.

7.6 Trillium Health Partners Foundation Report

Mr. Hoscheit provided the Trillium Health Partners Foundation Report. s65(5.4).

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8.0 Committees

8.1 Finance and Audit

Summary Committee Chair Report

Ms. Wensley provided the Summary Finance and Audit Committee Chair Report. She reported that the Committee had reviewed the Board Effectiveness recommendations; the contracts which had been included in the Consent agenda for approval; the Operating Budget which has been approved at the meeting; and the 10 Year Plan.

Financial Statements as at November 30, 2017

Ms. Wensley then reviewed the Financial Statements for the period ended November 30, 2017, which the Finance and Audit Committee was recommending for approval. She referred the Board to the briefing note which had been distributed in the material.

MOVED by Ms. Wensley and seconded by Dr. Lachemi, that the Board approve the Financial Statements for the period ending November 30, 2017.

CARRIED

8.2 Governance and Human Resources

Summary Committee Chair Report

Ms. Darling provided the Board with a summary of Governance and Human Resources matters, which included: a proposal to have the Priorities and Planning Committee govern Major Projects, while risk management would be re-assigned to the Governance & Human Resources Committee; a review of the *Accreditation Canada 2017 Executive Summary Report* which rated THP “*Exemplary*”; and the Q2 Human Resources Report s18(1) f and s65(6) 2, 3. She concluded by noting that Ms. Farrow would provide a brief update in the meeting’s In-Camera session on Board Renewal, the Vice-Chair nominations process and the Executive Compensation Program.

8.3 Priorities and Planning

Summary Committee Chair Report

Mr. MacGibbon indicated that the Priorities and Planning Committee had focused on the strategic initiatives which had already been discussed.

8.4 Quality and Program Effectiveness

Mr. Zelenczuk provided a report on the activities of the Quality and Program Effectiveness Committee. He noted that the Committee had reviewed critical incidents, which provided learning opportunities and resulted in standardized procedures, which are then shared within the organization.

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Ms. Freeland provided a brief summary of the success of the Accreditation process.

9.0 Other Business

There was no other business to discuss.

The Chair indicated that the Board Members would now move in-camera.

Management left the meeting with Ms. Anderson, with the exception of Ms. DiEmanuele, Ms. Hayward-Murray, Dr. Morra and Ms. Farrow.

10.0 Adjournment

MOVED by Ms. Darling and seconded by Ms. Wensley, that the meeting be adjourned at 7:20 p.m. and then transition to an informal in-camera session.

BOARD APPROVED: MARCH 29, 2018