

**Trillium Health Partners
Board of Director Meeting Minutes
Thursday, September 28, 2017**

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; Mr. Chitwant Kohli; Dr. Mohamed Lachemi*; Mr. Alan MacGibbon; Ms. Christine Magee; Ms. Karen Wensley; and Mr. Nick Zelenczuk
Ex-Officio Directors	Ms. Michelle DiEmanuele; Ms. Kathryn Hayward-Murray; Dr. Dante Morra; Dr. Melanie Binnington; Dr. Marisa Finlay; and Dr. Trevor Young
Senior Management	Ms. Karli Farrow; Dr. Alison Freeland; Mr. Steve Hall; Mr. Steve Hoscheit; Dr. Rob Reid; and Ms. Nicole Vaz
Guests	Ms. Carol Vinette-Hancharyk; Ms. Leslie Starr; Ms. Alison Sant-Porter; Ms. Natasha Milijasevic; Mr. Kevin Maloney; Ms. Debra Carson; Ms. Alison Quigley; Mr. Shawn Kerr; and Ms. Shalu Bains
Resource	Ms. Kate Anderson
Regrets:	Ms. Anu Dhir; Mr. Perry Miele; Ms. Stacey Mowbray; Mr. Greg Grice; and Mr. Dean Martin

*Via Teleconference

1.0 Call to Order

The Chair called the meeting to order at 4:20 p.m. and confirmed quorum.

2.0 Approval of Agenda

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

MOVED by Mr. Zelenczuk and seconded by Ms. Wensley, that the agenda for the September 28, 2017 Board of Directors meeting, be approved.

CARRIED

2.2 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.

Trillium Health Partners Board of Directors Meeting – Thursday, September 28, 2017

Ms. Sant-Porter joined the meeting.

3.0 Patient Story

The Chair welcomed Ms. Sant-Porter to the meeting and invited her to provide the Patient Story.

Ms. Sant-Porter thanked the Board for the opportunity to provide her insight as a relative of former patients of THP and the healthcare system, as well as her perspective as the new patient representative on the Quality & Program Effectiveness Committee (“QPEC”). She then reviewed the background to her involvement with THP and the QPEC.

The Chair thanked Ms. Sant-Porter for taking the time to talk to the Board and for providing her personal insight as the Patient Representative on the QPEC.

Ms. Sant-Porter left the meeting.

Ms. Milijasevic joined Dr. Freeland for the presentation of the Accreditation Canada 2017 Mock Tracer.

4.0 Accreditation Canada 2017 – Mock Tracer

Dr. Freeland provided the Board with a review of what to expect when it meets with the Accreditation Canada representatives on November 13, 2017, to discuss its role as THP’s governing body. s18(1)f

The Chair thanked Dr. Freeland for providing the Mock Tracer.

Ms. Milijasevic left the meeting.

Mr. Maloney joined the meeting.

5.0 Director Education Session - Emergency Management Program

The Chair invited Mr. Hall to review the Emergency Management Program. Mr. Hall introduced Mr. Maloney who then provided a summary of the Emergency Management Program and its various components.

Mr. Maloney responded to questions related to various codes, de-briefing sessions held to determine any opportunities for improvement, prospective plans in the event of a high-scale emergency at Pearson airport, and year over year comparative trends.

Mr. Maloney left the meeting.

Dr. Lachemi left the meeting.

Trillium Health Partners Board of Directors Meeting – Thursday, September 28, 2017

6.0 Consent Agenda

The Chair presented the Consent Agenda for discussion and approval.

Dr. Morra reviewed items which had been recommended by the Medical Advisory Committee, which included the implementation of the new Clinical Management and Re-Appointment System. s17(1)d

The Board also discussed items which had been recommended for its approval by the Finance and Audit Committee and the revised policies which were presented for approval.

MOVED by Ms. Darling and seconded by Mr. MacGibbon, that the Consent Agenda for the September 28, 2017 Board of Directors meeting, be approved.

CARRIED

Mr. Bossert welcomed Ms. Carson, Ms. Quigley and Ms. Bains to the meeting.

7.0 Strategy Update

7.1 Clinical Service Plan 2018-2020

Ms. Hayward-Murray provided an update on the Clinical Service Plan 2018-2020 (“CSP”). She reviewed the projected demand for beds over the next few years and its impact on the CSP, which would focus on identifying internal solutions to manage capacity challenges. Ms. Hayward-Murray reviewed the forecast patient demographics and options to create capacity through operational efficiencies, which had been prioritized against quality, access and sustainability criteria in the development of the CSP.

The Board also reviewed a brief video which demonstrated the challenge presented by an aging patient population with complex care needs.

Ms. Hayward-Murray concluded the presentation by noting that Patient Care Services would advance the implementation of these changes for 2018/2019.

Discussion of this plan included key topics of partnership and risk management. Specifically, the Board reviewed the work underway with both the MOHLTC and the LHIN. Further discussion occurred regarding the critical success factors for staff and physicians to support and implement the changes.

Ms. DiEmanuele concluded by thanking the management team for their work on the CSP.

Ms. Carson and Ms. Quigley left the meeting.

Mr. Kerr joined the meeting.

Trillium Health Partners Board of Directors Meeting – Thursday, September 28, 2017

7.2 Community Health Hubs Update

Ms. DiEmanuele reviewed several options available to THP. s18(1)c

Mr. Kerr referred the Board to the update on the status of the Community Health Hubs, including a financial overview of the various options which were under consideration.

Mr. Kerr left the meeting.

8.0 Reporting

8.1 Chair's Report

The Chair provided his report to the Board and referred the Board to the Board Effectiveness Report which had been included in the material. He acknowledged Ms. Marilyn Knox's and Ms. Darling's leadership of the Board Evaluation process and report, following a series of meetings which he had held with Board members during the summer.

Ms. Farrow left the meeting.

8.2 President & CEO Report

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

8.3 Chief of Staff Report

Dr. Morra reviewed the Chief of Staff Report. He briefly discussed the impact of corporate taxation on physicians, following recent media coverage of that topic and that of Phase III construction at Credit Valley Hospital ("CVH"); and the hiring of new specialists in neurology.

8.4 Chief Nursing Executive Report

Ms. Hayward-Murray presented the Chief Nursing Executive Report. She responded to questions related to training which would be required before Registered Nurses would be able to prescribe drugs and contingency planning, in anticipation of capacity challenges in the winter season.

Trillium Health Partners Board of Directors Meeting – Thursday, September 28, 2017

8.5 Professional Staff Association Report

Dr. Binnington provided the Professional Staff Association Report. Her report included the launch of the Respectful Workplace initiative, an update on the point of care resources and Mr. Hall's presentation of the HIS project at the PSA meeting.

8.6 Trillium Health Partners Foundation Report

Mr. Hoscheit provided the Trillium Health Partners Foundation Report. He reported on the progress of the fundraising campaign and planning underway for the new campaign and the recent President's Circle event which was recently held to celebrate the generosity of key donors. Mr. Hoscheit thanked Ms. Darling for her family's generous donation.

9.0 Committees

9.1 Finance and Audit

Summary Committee Chair Report

Mr. Kohli provided the Summary Finance and Audit Committee Chair Report. He indicated that the Finance and Audit Committee had recommended various contracts and the External Audit plan which the Board had approved as part of the Consent Agenda. Mr. Kohli also discussed insurance claims, a matter relating to patient charges, which were to be partially refunded and the progress made on Phase III of construction at CVH.

Financial Statements as at July 31, 2017

Mr. Kohli reviewed the Financial Statements for the period ended July 31, 2017, which the Finance and Audit Committee was recommending for approval. He expressed his appreciation for the team's hard work.

MOVED by Mr. Kohli and seconded by Ms. Wensley, that the Board approve the Financial Statements for the period ending July 31, 2017.

CARRIED

9.2 Governance and Human Resources

Summary Committee Chair Report

Ms. Darling provided the Board with the Summary Committee Chair Report for the Governance and Human Resources Committee. She noted that the Committee had been focused on the Executive Compensation Program which the Board had approved in the in-camera session. Ms. Darling thanked Dr. Morra for the Professional Staff Human Resources Report provided at the Committee's meeting on September 11, which highlighted new hires within the team of Program Chiefs.

Trillium Health Partners Board of Directors Meeting – Thursday, September 28, 2017

9.3 Priorities and Planning

Summary Committee Chair Report

Mr. MacGibbon provided an update on the activities of the Priorities and Planning Committee. He advised the Board that the Committee was focusing on various material initiatives, s18(1)c which would continue to be provided the Board. Mr. MacGibbon noted that the new Master and Strategic Plans were expected to be ready for discussion by the Board early in the New Year.

9.4 Quality and Program Effectiveness

Mr. Zelenczuk provided a report on the activities of the Quality and Program Effectiveness Committee. He noted that the meeting's Accreditation Canada Mock Tracer had been provided in preparation for the meeting with the surveyors on November 13, after which a summary report would be provided and shared with the Board.

Mr. Zelenczuk also indicated that the Committee regularly reviewed critical incidents which were not related to a patient's condition, against standards outlined in the Quality of Care Information Protection Act. He noted that the committee reviewed these matters in order to formulate recommendations for improvement.

10.0 Other Business

There was no other business to discuss.

The Chair indicated that the Board Members would now meet informally In-Camera.

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

11.0 Adjournment

MOVED by Ms. Magee and seconded by Mr. Allgood, that the meeting be adjourned at 7:50 p.m. and then transition to an informal in-camera session.

CARRIED

Trillium Health Partners Board of Directors Meeting – Thursday, September 28, 2017

12.0 Informal In-Camera Session

An informal in-camera session was held following adjournment of the Board meeting.

Ms. Hayward-Murray, Dr. Morra, Ms. Vaz and Mr. Hall left the meeting, together with the Ex-Officio Directors, with the exception of Ms. DiEmanuele.

Ms. DiEmanuele then left the meeting.

The meeting adjourned at 8:35 p.m.

Wayne Bossert, Chair

Michelle DiEmanuele, Secretary