

**Trillium Health Partners
Board of Director Meeting Minutes
July 21, 2020**

VIA VIDEOCONFERENCE

In Attendance:

Elected Directors	Ms. Michele Darling (Chair); Ms. Christine Magee; David Allgood; Mr. Chitwant Kohli; Mr. Howard Eng; Dr. Mohamed Lachemi; Mr. Michael Latimer; Mr. Alan MacGibbon; Ms. Stacey Mowbray; Mr. Manjit Singh; and Ms. Karen Wensley
Ex-Officio Directors	Ms. Michelle DiEmanuele; Dr. Dante Morra; Ms. Kathryn Hayward-Murray; Dr. Nick Scampoli; Dr. Catherine Grenier; and Shihab Zubair
Senior Management	Ms. Karli Farrow; Ms. Nicole Vaz; and Ms. Caroline Riseboro
Guests	Ms. Danielle Sanagan; and Mr. David Longley
Regrets	Mr. Perry Miele; Dr. Sal Spadafora; and Ms. April Gamache
Resource	Ms. Sherine Fahmy

1.0 Call to Order

The Chair called the Board meeting to order at 3:30PM. The Chair confirmed quorum.

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

MOVED by Mr. Allgood and seconded by Dr. Lachemi, that the agenda for the July 21, 2020, Board of Directors meeting, be approved.

CARRIED

1.2 Declaration of Conflict of Interest

The Chair reminded the Board that conflicts are to be declared as the agenda item arises.

2.0 Ratification Of Officers & Board Committee Membership

2.1 Appointment of Board Officers

The Chair presented the appointment of Board Officers, Board Committee Leadership and Membership for approval by the Board, effective immediately.

No Director moved or seconded a motion with which there was a conflict of interest.

The following individuals are duly elected Members of the Board:

- | | | |
|-------------------|-----------------------|------------------|
| • David Allgood | • Dr. Mohamed Lachemi | • Perry Miele |
| • Michele Darling | • Michael Latimer | • Stacey Mowbray |
| • Howard Eng | • Alan MacGibbon | • Manjit Singh |
| • Chitwant Kohli | • Christine Magee | • Karen Wensley |

Trillium Health Partners Board of Directors Meeting – Tuesday, July 21, 2020

The following individuals are duly appointed as Ex-Officio Members of the Board by virtue of office:

- Michelle DiEmanuele
- Kathryn Hayward-Murray
- Dr. Dante Morra
- Dr. Nick Scampoli
- Dr. Catherine Grenier
- Shihab Zubair
- Dr. Sal Spadafora (effective until December 31, 2020) / Dr. Trevor Young (effective as of January 1, 2021)

MOVED by Mr. Allgood and seconded by Mr. MacGibbon, that the Board hereby appoint the following Officers of the Board:

Chair	Vice-Chair	Treasurer	Secretary
Michele Darling	Christine Magee	Karen Wensley	Michelle DiEmanuele
			CARRIED

2.2 Composition of Board Committees

MOVED by Mr. Allgood and seconded by Mr. MacGibbon that the Board hereby appoint the following Chairs, Vice-Chairs, and membership of the following Board Standing Committees:

Finance & Audit Committee

Chair	Vice-Chair	Elected Members	Ex-Officio Members
Karen Wensley	Manjit Singh	Chitwant Kohli Stacey Mowbray	Michelle DiEmanuele Dr. Nick Scampoli (PSA Representative)

Governance & Human Resources Committee

Chair	Vice-Chair	Elected Members	Ex-Officio Members
Perry Miele	Michael Latimer	Michele Darling (<i>standing/as required</i>) Alan MacGibbon	Michelle DiEmanuele Kathryn Hayward-Murray (<i>as required</i>) Dr. Dante Morra (<i>as required</i>)

Priorities & Planning Committee

Chair	Vice-Chair	Elected Members	Ex-Officio Members
Christine Magee	Michele Darling	Perry Miele Karen Wensley David Allgood Alan MacGibbon (non-voting)	

Quality & Program Effectiveness Committee

Chair	Vice-Chair	Elected Members	Ex-Officio Members
David Allgood	Howard Eng	Christine Magee Dr. Mohamed Lachemi	Michelle DiEmanuele Kathryn Hayward-Murray Dr. Dante Morra
			CARRIED

Trillium Health Partners Board of Directors Meeting – Tuesday, July 21, 2020

3.0 Consent Agenda

3.1 Board and Committee Meeting Schedule 2020/21

The Chair presented the Consent agenda which included for information the Board and Committee Meeting Schedule 2020/21. The Chair indicated that calendar invitations would be sent following the meeting.

4.0 Strategy Update

4.1 Priorities and Planning

Summary Committee Chair Report

Ms. Darling provided a summary of the Priorities and Planning Committee meeting which took place on July 15, 2020. She informed the Board that the Committee had robust discussions related to Master Plan Stage 2 Provisional Local Share Plan Submission, OneTHP and Health Hubs. [REDACTED]

Ms. DiEmanuele added that the Priorities and Planning Committee meeting will be engaged on the development of a workplan for the Board of Directors and will highlight key priorities for the Chair's letter.

OneTHP Update

Ms. Danielle Sanagan joined the meeting.

Dr. Morra began by reminding the Board of the decision to pause the OneTHP project on March 26, 2020 and provided the context and rationale behind the decision to unpause the OneTHP project at this time with a recalibrated plan and a go-live date in October 2020. He explained that the decision acknowledges the benefits to the hospital on both the clinical and operational platforms of having Epic available for potential future waves of COVID-19. Dr. Morra also explained that appropriate risk mitigation plans are in place and the decision allows for an additional go-live date option in summer 2021 should the project need to pause due to COVID-19. Ms. Sanagan outlined in more detail the risks associated with the proposed recalibrated plan and timing as well as the associated proposed mitigation plans. She also explained that Epic has worked alongside various organizations that have gone live during the pandemic and the team is working with the Board Advisor and Epic to leverage their lessons learned.

The Board had an opportunity to ask questions related to the recalibrated plan and potential challenges that may arise. They inquired about whether unpasing the project would impact the resumption of clinical services and Dr. Morra explained that plans are in place to ensure training does not impede the resumption of services.

The Board thanked Ms. Sanagan for her efforts in supporting THP with the COVID-19 response while also continuing to advance the OneTHP project.

Ms. Danielle Sanagan left the meeting.

Master Plan Update – Local Share Submission

Mr. David Longley joined the meeting.

Ms. Farrow began by thanking members of the Priorities and Planning Committee for the robust discussion and feedback provided regarding the Master Plan local share submission. She indicated that the feedback from the Committee has been incorporated in the final plan being presented to the Board for approval.

Trillium Health Partners Board of Directors Meeting – Tuesday, July 21, 2020

Mr. David Longley left the meeting.

5.0 Reporting

5.1 President & CEO's Report

Ms. DiEmanuele began by providing an update on the COVID-19 pandemic response at THP. She outlined that, as the Region of Peel continues to sustain a higher number of cases than other regions, THP is undergoing a graduated approach to re-opening services. She outlined the work underway to stabilize and transition as well as getting ready for a potential second wave.

Ms. DiEmanuele also provided an update on capacity, explaining that many beds are not being utilized due to enhanced infection control measures. To prepare for winter surge and a potential second wave, THP has presented the MOH with a proposal to support with adding beds and are awaiting approvals from the MOH.

Ms. DiEmanuele provided an update on THP's financial performance, given the impact of COVID-19. She indicated that at this time THP has submitted reporting to the Ministry for March to May, with a forecast for June, for expenses and capital, as well as letters to the LHIN and Ministry on the impacts of additional expenditures and lost revenues. Ms. DiEmanuele indicated that THP will be going through a service planning exercise to identify opportunity for efficiencies.

Ms. DiEmanuele concluded by acknowledging the hard work of staff and professional staff across the organization. She spoke of the challenges with pandemic pay and the inequity felt by many in the organization as well as the impact on physician remuneration in certain areas. She also mentioned that many celebration events have been cancelled or postponed. To promote staff morale, the Senior Team is rounding with staff, listening to concerns and ensuring senior team visibility across the organization. Ms. DiEmanuele also spoke about the initiatives at THP to promote anti-black racism, which was discussed at the Governance and Human Resources Committee. Initiatives include dialogues at town hall sessions, zoom calls with interested staff, setting up an advisory group, coaching for senior leaders as well as recruiting for a Diversity and Inclusion Advisor.

5.2 Chief of Staff's Report

Dr. Morra provided the COS report. He spoke of the invaluable work of professional staff at THP in their response to COVID-19 inside the hospital as well as outside the hospital in LTC settings.

Trillium Health Partners Board of Directors Meeting – Tuesday, July 21, 2020

5.3 Chief Nursing Executive's Report

Ms. Hayward-Murray referred the Board to the CNE report included in the Board package which provides detail on the pandemic response from February to June including the work of the Practice team, up-skilling the THP workforce, developing new models of care and plans for recovery operations. Ms. Hayward-Murray also spoke to the plans to unpause OneTHP and restarting the practice readiness work required. To conclude, she also spoke about the challenges with pandemic pay as it related to eligibility and the impact on staff morale.

5.4 Trillium Health Partners Foundation's Report

Mr. Zubair spoke of the importance of building a strong relationship between the THP Foundation Board and Hospital Board. In the spirit of collaboration and awareness, he indicated that the Foundation will be including a detailed scorecard in future Board meeting materials to ensure appropriate information is being shared. Mr. Zubair also provided an update on THP Foundation Board renewal.

Ms. Riseboro provided an update on Q1 fundraising as well as initiatives underway for long-term giving opportunities. She also indicated that the Foundation would be reaching out to THP Board members to discuss engagement in the campaign in the coming months.

5.5 Professional Staff Association's Report

Dr. Scampoli provided an update on PSA engagement initiatives at THP. He also spoke of the excitement for OneTHP and the associated nervousness with the initial challenges that professional staff may experience.

6.0 Other Business

No other business identified.

7.0 Adjournment

The meeting was adjourned at 5:45PM.
Ex-Officio Directors and Management left the meeting.

The Board of Directors met in-camera with the CEO, COS and CNE.

Michele Darling, Chair

Michelle DiEmanuele, Secretary