

WRHA BOARD OF DIRECTORS MEETING MINUTES

APPROVED

DATE: Tuesday, April 25, 2017
TIME: 8:00 am
PLACE: WRHA Board Room - 4th Floor - 650 Main Street

PRESENT: Board Members

Ms. K. Dunlop, Chair	Ms. K. Kumedan (arrived at 8:11)
Ms. J. Byrd	Mr. D. Lepp
Ms. R. Godin	Dr. P. Mehta (ex-officio)
Mr. S. Greenfield	Dr. J. Scanlan
Mr. D. Johannson	Mr. G. Steeves (arrived at 8:20 a.m. and left at 10:30 a.m.)
	Ms. S. Stefanson

Management Members

Mr. M. Sussman	Ms. L. Lamont
Mr. R. Cloutier	Mr. G. McLennan
Mr. A. Gunson	Ms. J. Warkentin
Ms. L. Janzen	Ms. L. Dahl, Recorder

REGRETS: None

GUESTS: Ms. K. Blatz
Ms. D. Jansen
Ms. S. Hopkins

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- 1. Call to Order**
The Chair called the meeting to order at 8:04 a.m.
 - 2. Statement of Acknowledgement of Indigenous Ancestral and Territorial Lands**
The Chair read the Statement of Acknowledgement of Indigenous Ancestral and Territorial Lands.

3. Declaration of Conflict of Interest

There were no conflicts of interest declared, potentially or perceived.

4. Approval of Agenda

It was proposed that the order of the Board Agenda and the In Camera Agenda were revised as follows:

- The “Finance/Budget” will be moved from the In Camera Agenda to the public portion of the Board Agenda, under item # 8.
- The “Implementation Plan” will be moved from the In Camera Agenda to the public portion of the Board Agenda, under item # 9.
- The “Communication Plan - Implementation Plan” will be moved from the In Camera Agenda to the public portion of the Board Agenda, under item #10.

The agenda was then approved as circulated, including the above-noted revisions.

RESOLVED that the WRHA Board hereby approves the agenda, as revised.

***Moved by Mr. S. Greenfield, Seconded by Mr. D. Johannson.
Counted Vote: All in Favour
Motion Carried Unanimously***

5. Board Chair’s Remarks

The Chair participated in both the preparations for, and the announcement of, the “Healing our Health System” media event. In keeping with the ongoing respectful relationship the Board Chair and the WRHA have with the non-devolved sites, the Chair met with the Board Chairs from these sites on the morning of the media announcement. At that meeting, the Chairs were provided with information on the upcoming announcement as well as a letter committing to further meetings as the changes in the system roll out. Overall, the Board Chairs were pleased to have had the meeting to share the plan with them in advance of the public announcement later that morning.

6. For Approval

6.1 Minutes: Board of Directors Meeting of March 28, 2017

The minutes of the Board of Directors meeting of March 28, 2017 were distributed with the agenda for approval.

Changes were noted in the minutes which will be amended accordingly before the minutes are posted to the website.

RESOLVED that the WRHA Board hereby approves the March 28, 2017 minutes of the Board of Directors meeting, as amended.

***Moved by Dr. J. Scanlan, Seconded by Mr. D. Lepp.
Counted Vote: All in Favour
Motion Carried Unanimously***

6.2 Sponsorships

A copy of the briefing note was distributed with the agenda for review and information. Discussion ensued on the feasibility of sponsoring hospital foundation events in light of the current fiscal realities. Of the options provided, it was suggested that option #3 be accepted which reads as follows: “Place a moratorium on sponsorships until such time as the WRHA balances its budget and is in a financial position to resume this activity.”

RESOLVED that the WRHA Board hereby approves Option #3 as noted within the Briefing Note, and agrees to a 1-year hiatus from sponsoring these events. This decision will be reviewed 1 year from now.

Moved by Mr. D. Johannson, Seconded by Mr. S. Greenfield.

***Counted Vote: 10 in Favour;
Opposed: J. Byrd and D. Lepp
Motion Carried***

7. In Camera Session

The meeting was adjourned to the In Camera Session at 8:36 a.m. and reconvened at 9:20 a.m. at which time a break in the meeting was taken. The meeting resumed at 9:36 a.m.

8. Finance Report

Mr. McLennan advised that the 2016/17 financial results are being developed. Overall, March turned out to be a positive month with no increase in the deficit and the region remains on target. Mid-year financial results are being consolidated across the sites. Sites are focused on the manage-to-budget exercise to keep costs down.

9. Implementation Plan

An Innovation and Improvement Team has been established for, and dedicated to, the implementation of the Sustainability Plan. The plan is comprised of two distinct areas: clinical and non-clinical and the Team will report to the Executive Council for the region. Glenn McLennan will lead the non-clinical plan and Lori Lamont will lead the clinical plan. Both plans were reviewed at the meeting.

Karlee Blatz, Regional Director, Labour Relations and HR Senior Legal Counsel, attended this portion of the meeting to provide an update on the bargaining unit restructuring as it relates to the clinical plan. Currently, the province administers 113 collective agreements for the health care sector, many of which have slight differences between them. A more comprehensive briefing note will be provided to the Board at a later date. The Chair asked that the briefing note include any considerations which the region would appreciate the Board's support during this process. Ms. Blatz left the meeting at this point.

Ms. Lamont reviewed the "Overview of the Innovation and Improvement Implementation Structure" as a means to track and manage changes across the system in a focused manner. All activity will be managed through a central tracking function, from which dashboards will be developed to provide regular updates to the Minister and the Board Chair.

The accountability framework will be based on performance and in that regard, meetings are being held with site executive on a regular basis to address any issues in terms of meeting targets. As requested by the Board, a list of Operating Agreements along with their expiry dates will be provided to the Board Chair.

The Quality, Patient Safety and Innovation Committee of the Board will contribute some of the indicators to monitor.

The Board will be denoted on the structure as the governing body. The Executive Council will be denoted as the leadership body for the structure of the organization. The Board concurred that change management starts at the Board level and in order to support the overall expectations of this plan, the Board itself needs to include a change management focus in their own role.

10. Communication Plan - Sustainability Plan

A significant public education campaign has been launched and further campaigns will be done in advance of any major changes throughout the implementation. The campaigns will continue to include where the region was at before the changes took place and where improvements are occurring. Town Halls will begin in May at each of the sites. The weekly “Message from Milton” will continue as a tool for engaging staff. Churchill and Nunavut will be included in communication roll outs to ensure they are aware of the changes.

Plans are underway to provide education on urgent care vs emergent care use. People who arrive at Emergency care with low acuity will not be turned away.

The current plan will be communicated in English and French and Communications will look into translating the material into other languages, including indigenous and new-comer dialects.

Communication material has also been shared with agencies that work with vulnerable populations including Siloam Mission, Salvation Army, Agape Table and other public health venues.

11. Office of the Auditor General - MRI Report

Diane Jansen attended this portion of the meeting to provide an overview, along with Allister Gunson, of the OAG MRI Report and the breach in patient health information that resulted. At this time the following management members recused themselves from the meeting: Milton Sussman, Réal Cloutier, Lori Lamont, and Joanne Warkentin. The Minister of Health, the WRHA and the Ombudsman’s office will investigate to determine where the breach occurred.

It is important to note that the Office of the Auditor General was unable to determine that any of the individuals named, sought preferential treatment or knew they had been given preferential treatment.

A summary of the OAG MRI Report will be provided to the Board in a briefing note.

Members of the Board expressed their disappointment that a breach occurred and that an outlet of the media chose to disclose the names of some of the individuals.

Ms. Jansen left the meeting at 11:30 a.m. and the members of management that recused themselves earlier were invited back into the meeting.

12. Board Committees

12.1 Governance and Nominating (GN) Committee

The minutes from the March 23, 2017 GN Committee meeting were distributed with the agenda for information. The Committee met again on April 13, 2017, from which the Chair noted that Government will be replacing 1 vacant position on the Board, holding the total number of Board members to 12 positions. Concordia Hospital and Salvation Army will be providing the name of their respective nominees to the Board shortly.

The Board will be holding its first retreat in June and the GN Committee is recommending the retreat take place outside of the City (not more than 1.5 hours away) to allow the Board focused participation on the work at hand.

RESOLVED that the Board hereby approves holding the Board retreat outside of the City.

***MOVED by Mr. Greenfield and SECONDED by Mr. Lepp
Counted Vote: All in Favour
Motion Carried Unanimously***

Discussion on Board stipends was deferred pending the development of a Board policy on same.

12.2 Quality Patient Safety and Innovation (QPSI) Committee

The minutes from the November 4, 2016, and March 21, 2017, QPSI Committee meetings were distributed with the agenda for information. The Committee met again on April 18, 2017 and is working on developing a clear metric for understanding 'harm', and developing several indicators that will roll up into one.

12.3 First Nations, Metis and Inuit Health (FNMIH) Committee

The minutes from the October 24, 2016 FNMIH Committee meeting were distributed with the agenda for information. The Committee met on April 24, 2017 and reviewed the Truth and Reconciliation plan developed by Dr. Cook's portfolio. The Committee will be reviewing the roll out plan. It is anticipated the plan will be brought to the June Board meeting.

12.4 Resources Committee

The minutes from the September 19, 2016, Resources Committee meeting were distributed with the agenda for information. The Resources Committee of the Board met again on March 15, 2017. The Committee will reformat its minute template to an 'action item' register, emphasizing the action required, the individual responsible and the target date for a report back on the item.

12.5 Audit Committee

The minutes from the October 14, 2016, Audit Committee meeting were distributed with the agenda for information. The Audit Committee of the Board met again on April 4, 2017. The Committee will focus in on the reduction and recovery of overpayments. A report is being developed on how overpayments will be reduced.

In order to increase the turn-around time in submitting Committee minutes to the Board, it was suggested that the minutes be emailed to members of the committee for approval via email, rather than waiting until the next monthly meeting to approve the minutes.

Allister Gunson will determine if approving minutes by email meets the requirements of the By Laws, or if the By Laws would need to be changed to accommodate this suggested new practice.

It was noted that there is no requirement that the actual minutes need to come to the Board, therefore, it was agreed that the Chairs of the Committees will continue to submit the minutes to the Board for information purposes, but will provide a written report to the Board on the current activities of their committees. Lorri Dahl will remind the Chairs to submit their reports prior to each Board meeting.

It was further suggested that other committees of the Board may want to adopt the 'action item' template that the Resources Committee will be utilizing. It was agreed this would allow for an easier way to track the progress of the committees.

13. Board Education - Regional Health Plan

Shelley Hopkins, Divisional Director, Finance, attended this portion of the meeting to provide an overview of the Regional Health Plan (RHP) planning process. The RHP must be submitted to Government by June 1st and will be brought back to the May Board meeting for approval before submission. Part of the RHP submission must include Board objectives. Ms. Hopkins is available to assist the Board in completion of these objectives, and suggested the Board provide a self-assessment, along with a brief note on how the Board is managing the terms of their mandate letter. Ms. Hopkins will develop a template for this purpose and will send it to the Chair for review, along with the self-assessment tool used for accreditation. The Governance and Nominating Committee will compile the final response for the Board's review prior to submission.

14. Adjournment

The public meeting was adjourned at 11:55 a.m.

15. Private Meeting of the Board and the President & CEO - In Camera Session

There was no private meeting of the Board and the President & CEO held today.

16. Private Meeting of the Board- In Camera Session

A private meeting of the Board was held.