

WRHA BOARD OF DIRECTORS MEETING MINUTES

Approved

DATE: Tuesday, November 28, 2018
TIME: 7:30 am
PLACE: WRHA Board Room - 4th Floor - 650 Main Street

PRESENT: **Board Members**

Karen Dunlop, Chair	Donald Lepp
Bill Baines	Bryce Matlashewski (arrived 7:39)
Jan Byrd	Wayne McWhirter, Vice Chair
Dawn Daudrich (via conf call, left at 10:50 am)	Jennifer Moncrieff
Maj. Catherine Harris	Dr. Judith Scanlan
Vera Houle (via conf call)	Shannon Stefanson
	Dr. Alaa Awadalla, ex officio

Management Members

Réal Cloutier	Gina Trinidad
Lori Lamont	Krista Williams
Ingrid Botting	Gary Williment
Shelley Hopkins	Lorri Dahl, Recorder
Scott Sime	

REGRETS: Victor Giesbrecht
Kiran Kumedan
Gord Steeves

GUESTS: Keir Johnson
Audrey Kuny
Joel Lafond
Lynda Tjaden

1. Call to Order

The Chair called the meeting to order at 7:32 a.m. The Chair introduced Audrey Kuny as the new Executive Assistant to the Board. Audrey is replacing Lorri Dahl who is retiring at the end of this year.

2. Statement of Acknowledgement of Indigenous Ancestral and Territorial Lands

Dr. Awadalla read the Statement of Acknowledgement of Indigenous Ancestral and Territorial Lands.

3. Declaration of Conflict of Interest

There were no conflicts of interest declared, potential or perceived, with respect to the discussions anticipated at this Board meeting.

4. Approval of Agenda

The agenda was approved as circulated.

MOVED by Judith Scanlan, SECONDED by Jennifer Moncrieff to accept the agenda as circulated.

Motion CARRIED

5. Board Chair's Remarks

The Chair noted the following:

- The annual CIHI Technical Briefing will be held today at 2:00 p.m.
- The December 18th Board meeting will be held at the Southwood Golf & Country Club. The meeting will be focused on a board education session.
- This is an extraordinarily busy time for both staff and the Board. There is tremendous amount of work happening in both the Phase II of Clinical Consolidation, as well as on the provincial Transformation.

6. In Camera

The meeting moved from the Open Session to the In Camera Session at 7:41 a.m. The Open Session reconvened at 10:30 a.m.

7. Reporting and Discussion by Priority Area

7.1 Quality and Patient Safety (Bruce Roe)

A copy of the above-noted report was provided with the agenda for review.

7.2 Patient Flow and Improvement Strategy (Krista Williams)

MOVED by Bill Baines, SECONDED by Donald Lepp to acknowledge receipt of the above-noted strategy.

Motion CARRIED

7.2.1 Dashboard (Krista Williams)

A copy of the above-noted report was provided with the agenda for review. The Dashboard is reflecting the significant improvements in the emergency department lengths of stay. Each month Executive meets with each site to ensure strategies are in place and appropriate action is occurring to continue the work on decreasing lengths of stay. The Board questioned the role of Nurse Practitioners (NPs) in the emergency departments and it was noted that NPs play a vital role in each site ED. The Board will receive education on the different models of care

including the roles of the NP and Physician Assistants at a future meeting.

7.3 Healing our Health System Update (HOHS) (Lori Lamont)

A copy of the above-noted report was provided with the agenda for review. The move into the new mental health unit at the Victoria General Hospital has been delayed by 1 week due to construction delays. It is anticipated the unit will now be opened the week of December 17th. The region does not anticipate any risks with the change in timeline, but has measures in place to monitor and mitigate any risks or issues if they emerge.

Management reported on the most recent risk assessment conducted on the sustainability of the ICU and ED at Concordia Hospital (CH) highlighting staffing challenges associated with experienced nurses taking positions at other sites. To mitigate risk, the region is going to shift the level of acuity of patients coming to CH by EMS (emergency medical services) transport. By doing so, EMS will now divert the sickest patients to other hospitals thereby relieving some of the pressure on the CH ICU. CH will continue to admit sub-acute patients into acute beds, that was planned as an incremental step into CH's future state, but is now considered to be the prudent and safe way to manage this at an earlier stage in the process.

The Board will closely monitor the transition of HSC to Shared Health and in doing so, asked that the next HOHS report include detailed information regarding the transition.

The week of January 7th will see the final move of surgical work from SOGH. This shift has been occurring since September and has gone very well and there has been no impact on scheduled procedures. The region is in a very good position to continue to move forward with this shift of services. There have been no adverse events associated with the move and have received no complaints from the public. As was done with the mental health move, the region is utilizing the same process and will move into daily incident command calls closer to the move to ensure all issues are being monitored and any issues that might arise are managed quickly.

7.4 Sustainability

7.4.1 Dashboard Financial (Shelley Hopkins)

A copy of the above-noted report was provided with the agenda for review. Shelley provided an overview of the financial results for October 2018 that were provided in the WRHA Dashboard.

7.4.2 Operating/Planning Process

A copy of the above-noted report was provided with the agenda for review. The Operating Plan will come forward to the Board in March for approval.

8. For Approval

8.1 List of Resolutions

A copy of the list of resolutions was distributed with the agenda for reference.

8.2 WRHA President & CEO - Signing Authority

RESOLVED that effective October 24, 2018, Réal Cloutier is authorized to sign all cheques on behalf of the WRHA and that the WRHA shall take steps to add Réal Cloutier as an individual authorized to sign cheques on behalf of the WRHA in his role as President and CEO. Any two of the Board Chair, the Vice Chair and the Chief Financial Officer are hereby authorized to sign the necessary bank documentation to add Réal Cloutier, if necessary.

RESOLVED that the WRHA Board hereby approves and ratifies all actions taken, cheques and contracts signed by Réal Cloutier in his role as President and CEO since the effective date of his appointment to that role on October 24, 2018.

MOVED by Jennifer Moncrieff, SECONDED by Judith Scanlan.

This item was deferred as there were questions about whether the motion was necessary in terms of the policies.

MOVED by Judith Scanlan to table the Motion for clarity.

8.3 Revised French Language Services Strategic Plan 2018-2021

Joel Lafond, Regional Director of French Language Services, attended this portion of the meeting to provide the above-noted revised plan. Based on the Board's and the French Language Services Secretariat's request for a more concise plan in terms of key indicators, the Plan was revised.

RESOLVED that the WRHA Board approves the revised French-Language Service Plan (FLS) for 2018-2021 to be submitted to the Francophone Affairs Secretariat as part of a broader development and approval process for the plan.

*MOVED by Donald Lepp, SECONDED by Shannon Stefanson.
Motion CARRIED*

A break was taken in the meeting at 11:10 and reconvened at 11:20 a.m.

9. Consent Agenda

9.1 Revised Minutes: WRHA Board Meeting - September 25, 2018

A copy of the above-noted revised minutes was distributed with the agenda for approval.

9.2 Minutes: WRHA Board Meeting - October 30, 2018

A copy of the above-noted minutes was distributed with the agenda for approval.

*MOVED by Donald Lepp, SECONDED Catherine Harris to accept the
Consent agenda as distributed.*

Motion CARRIED

10. Board Committees

10.1 Governance & Nominating Committee (Karen Dunlop)

This item was deferred.

10.2 First Nations, Metis & Inuit Health Committee (Judith Scanlan)

A copy of the above-noted report was distributed with the agenda for review and information.

10.3 Quality, Patient Safety & Innovation Committee

This item was deferred.

10.4 Audit Committee

10.4.1 Board Remuneration & Reimbursement Policy

A copy of the above-noted briefing note and policy were distributed with the agenda for review and information.

*MOVED by Wayne McWhirter, SECONDED by Shannon Stefanson to
accept the Board Remuneration & Reimbursement Policy as
distributed.*

CARRIED.

In follow-up to the above-noted resolution, it was suggested that a comprehensive review of the Terms of Reference for both the Audit Committee and Resources Committee be undertaken that will include a

review of the role, and compensation for, external audit committee members of the Audit Committee. It was agreed that an ad-hoc committee be struck by Wayne McWhirter to undertake the review and further discussion will occur at the Governance and Nominating Committee regarding the work plan for the group.

MOVED by Bill Baines, SECONDED by Jennifer Moncrieff that a comprehensive review of the Terms of Reference of both the Audit and Resources Committee structures, which shall include remuneration, be undertaken by an ad-hoc committee that includes members from each of the Audit and Resources Committees and chaired by the Vice Chair of the Board.

Motion CARRIED

10.5 Resources Committee

This item was deferred.

11. Adjournment

The meeting was adjourned at 11:40 a.m.

MOVED by Alaa Awadalla, SECONDED by Jan Byrd to adjourn the meeting.

Motion CARRIED

12. Private Meeting of the Board and the President & Chief Executive Officer - In Camera Session

A private meeting of the Board and the President & Chief Executive Officer was held.

13. Private Meeting of the Board - In Camera Session

A private meeting of the Board was held.