

**CONFIDENTIAL DRAFT** – pending approval at next meeting

**OPEN SESSION MINUTES OF THE AHI & TDMH JOINT BOARD OF DIRECTORS' MEETING**  
**Wednesday, May 31, 2023 following In-Camera session**  
**In-person – Tillsonburg Community Centre Lion’s Den, 45 Hardy St. Tillsonburg**

**PRESENT:**

*AHI*

Don Campbell (Co-Chair)   Scott Davis                      Michelle Franklin   Cody Groat   Harold Matthews   Stephanie Nevins   Tanya Pirie

*TDMH*

Diane Kleer (Co-Chair)    Lidia Piccolo   Heather Spanjers

*EX-OFFICIOS*

Dr. Pankuj Chawla   Nadia Facca    Dr. Clay Inculet   April Mullen

**GUESTS:**

**REGRETS:**

*AHI*

Dr. Amy Blake

*TDMH*

Judy Cayford                      Carrie Lewis                      Ruby Withington    Dr. Michael Surkont

**RESOURCE:**

Mike Bastow, Chief Operating Officer and VP, Finance  
Jennifer Row, Chief Transformation Officer and VP, Human Resources  
Lisa Dahm, Recording Secretary

<b>AGENDA ITEM</b>	<b>DISCUSSION/OUTCOME</b>	<b>ACTION PLAN/ TIMEFRAME &amp; RESPONSIBILITY</b>
<b>OPEN SESSION</b>  <b>1. CALL TO ORDER</b>  <b>1.1 Quorum</b>	Don Campbell called the open session meeting to order at 8:04 pm.  A quorum was present for AHI, no quorum for TDMH.	

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AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
<p>1.2 <b>Conflict of Interest</b></p> <p>1.3 <b>Approval of Agenda</b></p>	<p>There were no conflicts to declare.</p> <p><b><u>MOTION:</u></b>  <b>Moved by Tanya Pirie</b>  <b>Seconded by Stephanie Nevins</b></p> <p><b>RESOLVED that the agenda be approved by consensus, including consent items, as circulated. Carried.</b></p> <p>Consent Agenda Items:</p> <ul style="list-style-type: none"> <li>• Approval of previous open session minutes – April 26, 2023</li> <li>• Chief Nursing Executive and VP Clinical Services Report</li> <li>• Chief Operating Officer and VP and Finance Report</li> <li>• Chief Transformation Officer, VP Human Resources</li> <li>• AHI Joint Health &amp; Safety Committee Minutes – April 25, 2023</li> <li>• TDMH Joint Health &amp; Safety Committee Minutes – April 17, 2023 &amp; May 17, 2023</li> <li>• Joint Ethics Committee – April 27, 2023</li> </ul>	<p>Obtain signatures on meeting minutes (L. Dahm)</p>
<p>2. <b>BUSINESS ARISING FROM CONSENT AGENDA</b></p>	<p>- There is no business arising from the consent agenda.</p>	
<p>3. <b>MATTERS FOR DECISION/DISCUSSION/INFORMATION</b></p>		
<p>3.1 <b>President and CEO Report</b></p>		

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	<p><u>Highlights:</u></p> <ul style="list-style-type: none"> <li>• New Archie &amp; Irene Verspeeten donor signage</li> <li>• Masking changes – further updates to come</li> <li>• Obtaining full compliance with Microsoft Licensing</li> <li>• Organization Chart update</li> <li>• Quality Management System Planning</li> <li>• OHA Leadership Summit – please watch the video</li> <li>• Top Risks: HHR, Sustainability of ED, Financials</li> </ul>	
<p><b>3.2 Quality, Risk &amp; Patient Safety Committee – May 1, 2023</b></p>		
	<p><u>Highlights:</u></p> <ul style="list-style-type: none"> <li>• Jennifer Row added as a non-voting committee member</li> <li>• Quality Management System update</li> <li>• Integrated Risk Management update included the Corporate Risk Registry report, Annual HIROC Claims Management report and Medical Device alerts</li> <li>• Presentation on Access and Flow strategies</li> </ul>	
<p><b>3.3 Governance Steering Committee – May 12, 2023</b></p>		
	<p><u>23-24 Nominating Committee Report</u> The report is formulated based on board approved nominations and director re-elections. Nominations will be forwarded to the Annual Meeting.</p>	

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	<p><b>MOTION:</b>  <b>Moved by Cody Groat</b>  <b>Seconded by Lidia Piccolo</b></p> <p><b>RESOLVED that the Joint Board of Directors approve the 23-24 Nominating Committee Report as presented. Carried.</b></p> <p><u>23-24 Joint Board Standing Committee Membership</u>            Committee membership was drafted based on member feedback and committee terms of reference. Some members have been shifted in order to provide them with a broader experience. Standing Committee membership will be finalized and approved at the Organizational Meeting in June.</p> <p><u>23-24 Joint Board Continuing Education Plan</u>            Board members were encouraged to forward any suggested topics for inclusion in the plan.</p> <p>Updated Social Media Policy: Members were encouraged to review the policy as it does apply to their positions on the Board as volunteers, as well as staff and physicians.</p>	<p>Forward to Annual Meeting (Diane Kleer/Don Campbell)</p> <p>Forward to Organizational Meeting – June 28, 2023 (Diane Kleer)</p>

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**3.4 Corporate Planning and Finance Committee – May 24, 2023**

Broader Public Sector Accountability Act – Board Attestation (April 2022-March 2023)

Presentation from hospital administration confirmed that both AHI and TDMH are compliant with the Broader Public Sector guidelines.

**MOTION:**

**Moved by Tanya Pirie**

**Seconded by Michelle Franklin**

**RESOLVED that the AHI Board of Directors approve sign-off on the 22-23 Broader Public Sector Accountability Compliance Attestation as presented. Carried.**

AHI Multi-sector Accountability Agreement (M-SAA)

AHI is the paymaster for the M-SAA in relation to the Salvation Army's Centre of Hope. Compliance with ministry guidelines is in order. We have received Salvation Army's Declaration of Compliance for the 2022-2023 year.

**MOTION:**

**Moved by Cody Groat**

**Seconded by Harold Matthews**

**RESOLVED that the AHI Board of Directors accept the 22-23 Multi-sector Declaration of Compliance Attestation from Salvation Army as presented. Carried.**

**5. NEW BUSINESS**

There is no new business to address.

**6. NEXT BOARD MEETING**

Wednesday, June 28, 2023 at 5:30 pm, 7:00 pm – Annual and Organizational Meetings; Ingersoll Seniors Centre

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<b>7. ADJOURNMENT</b>	There being no further business to conduct, the meeting was adjourned at 8:28pm.	
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Nadia Facca,  
President and CEO



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Don Campbell,  
AHI Joint Board Co-Chair