

OPEN SESSION MINUTES OF THE AHI & TDMH JOINT BOARD OF DIRECTORS' MEETING
Wednesday, February 27, 2019
Videoconference, AHI and TDMH Boardrooms

PRESENT:

AHI
 Ian Blain (Co-Chair) Don Campbell Martha Di Carantonio Al Lauzon Tanya Pirie

TDMH
 Cheryl Buchner (Co-Chair) Gary Foerster Jenny Good Diane Kleer Ruby Withington

EX-OFFICIOS
 Dr. Jamie Cluett Julie Ellery Sandy Jansen Dr. Joel Wohlgemut

REGRETS:

AHI Dr. Kim Baker Kristie McCulligh Carol Smith-Gee

TDMH Dr. John Andrew Mel Getty Barbara Morgan

RESOURCE: Mike Bastow, Chief Operating Officer and VP Finance; Lorelee Heemskerk, Recording Secretary; Cheryl Pfaff, Chief Quality and Safety Officer and VP Human Resources

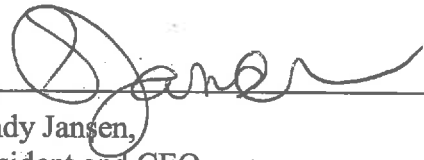
AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
OPEN SESSION		
1. CALL TO ORDER	Cheryl Buchner called the open session meeting to order at 5:55 pm.	
1.1 Quorum	A quorum was present for both organizations.	
1.2 Conflict of Interest	There were no conflicts to declare.	

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
<p>1.3 Approval of Agenda</p> <p>2. BUSINESS ARISING FROM CONSENT AGENDA</p> <p>2.1 CNE Report – AHI Pharmacy Accreditation</p>	<p>Revision: Request to transfer CNE Report – AHI Pharmacy Accreditation from consent agenda to the regular agenda as Item 2.1</p> <p><u>MOTION:</u> Moved by Diane Kleer Seconded by Ian Blain</p> <p>RESOLVED that the agenda be approved, including consent items, as amended. Carried.</p> <p>Consent Agenda Items:</p> <ul style="list-style-type: none"> ● Approval of previous open session minutes – January 30, 2019 ● CNE and VP Patient Services Report ● COO and VP Finance Report ● CQSO and VP Human Resources Report ● AHI Joint Health and Safety Committee – January 22, 2019 <p>Clarification that in 2016 the Ontario College of Pharmacists adopted the Pharmacy Compounding of Non-Hazardous Sterile Preparations in accordance with the National Association of Pharmacy Regulatory Authorities (NAPRA) standards. These new standards required installation of a sterile room which was a substantial cost. Options included designation of one preparation site by some hospitals or out-sourcing to other pharmacy compounding centres. TDMH was selected to prepare compounds for both AHI and TDMH sites. Organizations had until January 1, 2019 to work towards compliance to new standards and we were compliant in November 2018.</p>	 <p>Obtain original signature on meeting minutes (L. Heemsker)</p>

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
<p>3. MATTERS FOR DECISION/DISCUSSION /INFORMATION</p> <p>3.1 President and CEO Report</p> <p>3.2 Quality Highlights</p>	<p>In response to a question, AHI outsourcing their compounding to TDMH does not compromise delivery to AHI patients. Medication transfer to AHI is done in temperature controlled packaging by courier.</p> <p>It was noted that leadership reports will remain in the consent agenda. Highlights from the President and CEO Report will be a standing item on the regular agenda.</p> <p>Discussion highlights:</p> <ul style="list-style-type: none"> • Premier’s Report on how to <i>End Halfway Medicine</i>, i.e. digital health, integrated care delivery, efficiencies. • Christine Elliott’s, Minister of Health and Long-Term Care announcement, i.e. various care groups have been renamed Ontario Health (OH), health navigators, integration, funding will remain status quo this year, OH can mandate integration and appoint supervisors. • Governance model may include over-arching board. • System-thinking will be critical to success. <p>It is industry best practice as well as a requirement of the <i>Excellent Care for All Act</i> (ECFAA) to survey patients at least once a year. Hospitals have utilized a number of tools throughout the years. More recently we have adopted the Accreditation Canada survey tools. Discussion highlights:</p> <ul style="list-style-type: none"> • Patient survey methodology and survey questions, including site visit to another small hospital to review their successful program. • Patient and Family Centred Advisory Committee have been involved in the process. • Survey questions revised with a focus on experience and actionable follow-up. • Provide survey to every discharged patient using various modalities, e.g. paper, on line, tablet. 	<p>Post OHA bulletin to portal (L. Heemskerk)</p>

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
<p>3.3 Corporate Planning and Finance Committee – Feb. 19, 2019</p> <p>3.4 South West Local Health Integration Network (LHIN)</p> <p>4. NEW BUSINESS</p> <p>5. MOTION TO MOVE TO IN-CAMERA SESSION</p>	<ul style="list-style-type: none"> • Process implemented to capture responses from emergency patients. • Focus on robust review, follow-up and reporting processes. • Leadership patient rounding on 2 South has commenced with the goal to enhance patient experience. <p><u>Action Plan</u></p> <ul style="list-style-type: none"> • Consider circling back to patient 2-3 days after initial follow-up. • Suggest survey include space for name so necessary follow-up can take place. <p>Meeting highlights:</p> <ul style="list-style-type: none"> • Millards Chartered Professional Accountants presented their upcoming audit plan and changes in standards. • Revised committee work plan is being developed. • Both hospitals on target to achieve 2018/2019 financial objectives. • Blackstone Energy proposal is under review. • Vendor selection for condition assessment report on 170 Rolph Street property is underway. <p><u>Board to Board Reference Group (R. Withington)</u></p> <p>Due to the recent government announcement, committee work is on pause until further notice.</p> <p>There is no new business to address.</p> <p><u>MOTION:</u> Moved by Gary Foerster Seconded by Don Campbell</p> <p>RESOLVED to move into the in-camera session at 6:39 pm to receive reports on items pursuant to the Board of Director’s In-camera policy. Carried.</p>	<p>Follow-up (C. Pfaff)</p>

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
	The meeting terminated at the completion of the closed session.	



Sandy Jansen,
President and CEO



Cheryl Buchner,
TDMH Joint Board Co-Chair