

OPEN SESSION MINUTES OF THE AHI & TDMH JOINT BOARD OF DIRECTORS' MEETING
Wednesday, January 29, 2020 at 5:30 pm
TDMH 2nd Floor Boardroom

PRESENT:

AHI

Al Lauzon (Co-Chair) Ian Blain Don Campbell Martha Di Carantonio Stephanie Nevins Tanya Pirie
 Todd Ross

TDMH

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

EX-OFFICIOS

Dr. Elizabeth Allen Sandy Jansen Cheryl Pfaff Dr. Joel Wohlgenut

REGRETS:

TDMH Dr. John Andrew Dr. Jamie Cluett Mel Getty

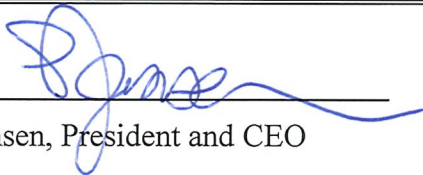
RESOURCE: Mike Bastow, Chief Operating Officer and VP Finance; Jennifer Row, Chief Program Development and System Transformation; Loralee Heemskerk, Recording Secretary

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
OPEN SESSION		
BOARD CONTINUING EDUCATION SESSION	<p><u>Collaborative Governance in Ontario Health Team (OHTs) by Sandy Jansen</u> The presentation provided an overview of collaborative governance in the Ontario Health Team (OHT) environment including various governance models.</p>	

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<p>2. BUSINESS ARISING FROM CONSENT AGENDA - There is no business arising from the consent agenda.</p> <p>3. MATTERS FOR DECISION/DISCUSSION/INFORMATION</p> <p>3.1 President and CEO Report</p> <p>3.2 Governance Steering Committee</p>	<p>Consent Agenda Items:</p> <ul style="list-style-type: none"> • Approval of previous open session minutes – November 27, 2019 • CNE and VP Clinical Services, Quality and Safety Report • COO and VP People and Finance Report • AHI Joint Health & Safety Minutes – November 26, 2019 • TDMH Joint Health & Safety minutes – November 20, 2019 & December 18, 2019 <p>Report highlights provided. The Centre for Organizational Effectiveness will be assisting us with our Strategic Plan Refresh. Engagement sessions are slated for February 12th (AHI site) and February 19th (TDMH site) and will include staff, leaders, volunteers, physicians, patient advisors, boards and external stakeholders. Thereafter a draft plan will be rolled up to the board for consideration.</p> <p>TDMH has nine admitted patients in the Emergency Department (ED) today; data regarding the impact of the ED “Fast Track” system is being compiled this Friday for analysis.</p> <p><u>December 12, 2019 & January 9, 2020</u></p> <ul style="list-style-type: none"> • TDMH Board will have three vacancies for 2020/2021. • Ian Blain will be stepping down as Treasurer for AHI. • Recommend the integrated Ethics Committee report directly to the board rather than through the Quality Committee. • Ontario Health Team governance models and implications. 	<p>Obtain original signature on meeting minutes (L. Heemsker)</p>

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
<p>3.3 Quality Committee – January 6, 2020</p>	<p><u>MOTION:</u> Moved by Jenny Good Seconded by Stephanie Nevins</p> <p>RESOLVED to accept the revised AHI and TDMH Board Committees Policy as presented. Carried.</p> <p>Clarification that “Meeting Without Management” is a standing agenda item at the end of the joint board in-camera session. If board members feel it is warranted, they will proceed with the meeting.</p> <p><u>MOTION:</u> Moved by Al Lauzon Seconded by Martha Di Carlantonio</p> <p>RESOLVED to accept the revised AHI and TDMH Meeting Without Management Policy as presented. Carried.</p> <p>There is risk to posting Emergency Department wait times because some patients may decide to leave when they need to be seen; intent not to post wait times; Patient and Family Centred Care Committee is looking at ways to improve communication to patients about the triage process; triage standards specify periodic wait time updates to patients; suggest including ward clerks in development of communication strategy.</p> <p>Patient Story: TDMH patient was not using their walker and appeared unsteady; Housekeeping Services staff member assisted him back to bed; everyone plays a role in the patient experience and safety; kudos provided to staff member.</p>	<p>Finalize and post on portal (L. Heemskerk)</p> <p>Finalize and post on portal (L. Heemskerk)</p> <p>Follow-up (C. Pfaff)</p>

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<p>5. MOTION TO MOVE TO IN-CAMERA SESSION</p>	<ol style="list-style-type: none"> 1. Actively screening patients upon assessment. Since notification of the novel coronavirus, we are now including Wuhan, China as part of our routine travel screening process at triage. 2. Continue to passively screen patients entering the facility to seek care by placing signage and personal protective equipment at public entrances. 3. Continue to utilize Routine Practices (i.e. hand hygiene) and Additional Practices (droplet/contact/airborne) on an ongoing basis. 4. Testing those meeting the ‘case definition’. 5. Reporting novel coronavirus to the appropriate agency. 6. Providing ongoing education to staff i.e. hand hygiene, additional precautions, donning/doffing, etc. 7. Continue to provide annual N95 respirator training (annual) and conducting N95 respirator fit testing (every 2 years) for identified staff (i.e. those in close contact with patients). 8. Continually monitoring access to necessary supplies. <p>Suspected cases would automatically be placed in a negative pressure rooms which are available at both sites.</p> <p><u>MOTION:</u> Moved by Ian Blain Seconded by Tanya Pirie</p> <p>RESOLVED to move into the in-camera session at 7:23 pm to receive reports on items pursuant to the Board of Director’s In-camera policy. Carried.</p> <p>The meeting terminated at the completion of the closed session.</p>	



Sandy Jansen, President and CEO



Cheryl Buchner, TDMH Joint Board Co-Chair