OPEN SESSION MINUTES OF THE AHI & TDMH JOINT BOARD OF DIRECTORS' MEETING Wednesday, November 30, 2022 Virtual Meeting via Webex

PRESENT:

AHI

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

TDMH

Diane Kleer (Co-Chair) Judy Cayford Carrie Lewis Lidia Piccolo Heather Spanjers

Ruby Withington

EX-OFFICIOS

Dr. Amy Blake Dr. Punkuj Chawla Nadia Facca Dr. Clay Inculet Mike Bastow Jennifer Row

April Mullen

GUEST(S): Julia Harris – AHI Staff Member

REGRETS:

AHI Stephanie Nevins
TDMH Ann Locker

Dr. Surkont

RESOURCE: Mike Bastow, Chief Operating Officer and VP Finance; Jennifer Row, Chief Transformation Officer and VP, Human Resources; Lesley Ross, Recording Secretary

	AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
	OPEN SESSION		
1.	CALL TO ORDER	Don Campbell called the open session meeting to order at 5:30 pm.	

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1.1	Quorum	A quorum was present for both organizations. Don Campbell welcomed Julia Harris, an AHI Staff member, to the "open session" of the meeting. Don Campbell also acknowledged, on behalf of the Joint Board, Lesley Ross who has been providing support to the Board in Loralee Heemskerk's absence.	
1.2	Conflict of Interest	There were no conflicts to declare.	
1.3	Approval of Agenda	MOTION: Moved by: Scott Davis Seconded by: Diane Kleer RESOLVED that the agenda be approved, including consent items, as circulated. Carried. Consent Agenda Items: • Approval of previous open session minutes – October 26, 2022 • Chief Operating Officer and VP Finance Report • Chief Transformation Officer and VP Human Resources • Chief Nursing Executive and VP Clinical Services • AHI Joint Health and Safety Minutes	Obtain original signature on meeting minutes (L, Ross)
		TDMH Joint Health and Safety Minutes	
3.	BUSINESS ARISING FROM CONSENT AGENDA - There is no business arising from the consent agenda.		
	MATTERS FOR DECISION/DISCUSSION/INFORMATION		
	President and CEO Report	The report provided an update on key activities at AHI and TDMH in alignment with the organizational strategic priorities.	

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	Nadia Facca provided the following updates: Accreditation Update: On December 2, the Hospitals will be hosting an Accreditation event. The goal of this event is to increase staff comfort levels and familiarity with the accreditation process and to help in identifying gaps to work on prior to the onsite survey. Current Workplace Situation: Given the current pressures facing our front line staff and leaders, Executive Leaders have been purposefully reviewing all activities with direct reports and setting priorities and/or delaying activities/initiatives in accordance with resources, time and energy available. Particular attention is focusing on supporting staff and leaders to ensure they have autonomy and feel empowered to decide what they can manage (and what needs to be delayed). Executive Leaders continue to be committed to being purposefully visible, providing meaning, purpose and importance to everyone's work, and promoting a physical and psychologically safe environment. Based on feedback from staff surveys done earlier in the year, Nadia Facca has also commenced small group sessions called "Snack, Chat and Stay on Track" at each hospital to further support and engage staff. To show gratitude to staff for their hard work and commitment, the AHI and TDMH Recreation Committees have several holiday events planned in the coming weeks. The Integrated Wellness Committee is launching monthly workplace wellness strategies as well. Jennifer Row and April Mullen provided additional data and information to support the discussion about current state and strategies around recruitment and retention of our health human resources. The Internationally Educated Nurses program and the New Graduate Initiative (NGGI) are both underway at the hospitals.	

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Governance Steering Committee – November 14, 2022	Meeting highlights: • The October Board evaluation results were reviewed; responses received were positive. Consensus on meeting format/venue was not evident in the evaluations results.	
	Proposed Action Plan: 1. Joint Board meetings will be held virtually for the months of December and January, with a goal to reassess in late January.	
	• The AHI/TDMH Staff Code of Conduct has undergone revisions and the new guiding principles are founded on <i>Respect, Support, Communication and Accountability</i> .	
Ethics Committee – November 4, 2022	 Meeting highlights: The Terms of Reference were reviewed with proposed revisions. Final revisions will go forward to the Ethics Committee in February. A meeting is scheduled with April Mullen, a patient advisory and Rob Butcher, the Hospitals' Ethicist, to review the Ethics related Accreditation Standards. 	
	Proposed Action Plan 1. The Revised Ethical Framework and Terms of Reference will go forward to the Ethics Committee in February for approval.	
Quality Risk and Patient Safety Committee – November 7, 2022	 Meeting highlights: Nadia Facca provided a presentation as an educational refresh and outlined the accreditation accountabilities for Quality. The Committee's focus will be to develop a comprehensive Quality Management System that will link/connect quality activities throughout all facets of the organization. 	

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NEW BUSINESS MOTION TO MOVE TO IN-CAMERA SESSION	Don Campbell encouraged all Board Members to attend the "Joint Board of Directors – Accreditation Education and Survey Preparation" meeting on January 4 th at 5:30 pm. There is no new business to address. MOTION: Moved by: Harold Matthews Seconded by: Heather Spanjers RESOLVED to move into the in-camera session at 6:20 pm to receive reports on items pursuant to the Board of Director's In-camera policy. Carried. The meeting terminated at the completion of the closed session.	

Nadia Facca,

President and CEO

Don Campbell,

AHI Joint Board Co-Chair