

SOUTH HURON HOSPITAL ASSOCIATION
MINUTES OF BOARD OF GOVERNORS MEETING
Thursday, September 13, 2018 at 5:30 p.m.
SHHA Board Room

Present: Aileen Knip, Chair Drew Robertson Karen Brown
Ellen Shapiro Anne Helm Debbie Mountenay
John McNeilly Roberta Teahen Bruce Shaw
Brad Sheeler
Bruce Quigley, *Ex Officio* Jennifer Peckitt, *Ex Officio*

Regrets: Dr. Ken Milne Christina Godbolt Kay Wise

Invited

Guests: Darlene Borland Heather Klopp Tracy Wintermute
Mike Fagan Katie Willert (*recorder*) P. O'Rourke

1. Call to Order and Welcome
A. Knip called the meeting to order at 1745 hours and welcomed Bruce Quigley, Interim President & CEO to the meeting.
2. Guests
3. Declaration of Conflict
Members were asked to voice any declarations of conflict. There being no such declaration; the meeting continued. Should an unanticipated conflict arise during the course of this meeting, members were asked to notify the Chair immediately.
4. Opening Remarks from Board Chair
A. Knip attended the OHA Health Care Leadership Summit September 6-7th in Collingwood. Highlights of the event were provided to members.
5. Approval of Agenda/Consent Items

Moved by: **Karen Brown**

Seconded by: **Ellen Shapiro**

Motion: **To approve the September 13, 2018 agenda as presented. Carried.**



Consent Items

- Request to add Nomination of Secretary for 2018/19 Board Term to New Business
- Remove the June 21st and August 16, 2018 Quality minutes and add to Quality Update

Having heard no other objections, these items, motions and recommendations are considered adopted.

Moved by: Karen Brown

Seconded by: Ellen Shapiro

Motion: To approve the September 13, 2018 consent items as amended.

6. President & CEO Report

B. Quigley thanked everyone for the warm welcome and advised he is happy to be here.

Bruce reported he comes to SHHA with over 25 years of experience as President & CEO including work with Alexandra Marine & General Hospital, the Ministry of Health for 2.5 years and Regional Health Authorities in Nova Scotia. Bruce was involved with regionalization from one board, one hospital to Regional Health Authorities.

Bruce advised he was also in attendance at the Health Care Leadership Summit and reported the Minister advised there will be significant changes and transformation in healthcare with the new Government. Priorities discussed by the Minister included fixing healthcare, putting a stop to hallway medicine, resetting relationships with clinical service providers and physicians in the province and restoring fiscal prudence.

Bruce advised this is an opportunity for us to think about ourselves as one organization along the continuum and discussed the importance of collaboration and fiscal responsibility. If we have a chance to affect the change, let's do it.

7. SHHA Financial Update

7.1 Financial Report

Financial report for the period ending July 31, 2018 was included in the agenda package.

Discussion ensued:

- D. Borland reported a surplus position of \$51,707 at the end of the first 4 fiscal months.
- Revenues that contributed to the surplus include 2% increase to base funding, improvements to process for patient co-pay and preferred accommodations, which has resulted in increased revenues.



- It was noted the Hospital's H-SAA has not been updated since the 2% was received and therefore the budget has not yet been updated.
- Anticipated cost pressures include costs not accrued yet i.e. staffing, repairs that are required and hoped to be covered through HIRF.
- D. Borland advised no immediate concerns regarding working capital.

Moved by: Bruce Shaw

Seconded by: John McNeilly

Motion: To accept the financial report for the period ended July 31, 2018 as presented. Carried.

7.2 Compliance Report

July 31, 2018 compliance statement was included in the agenda package.

8. Strategic Matters

8.1 Quality Committee Update

R. Teahen provided an update from the June 21st and August 16th Quality Committee meetings.

Discussion ensued:

- R. Teahen reported that performance based compensation discussions started at the June meeting. At that time, it was felt the committee required more information and time to discuss. Members felt it was important to choose indicators that are measurable and able to be influenced by the Hospital.
- It was noted that even though a specific indicator is not listed on the 2018/19 QIP, the work still continues.
- R. Teahen advised that J. Peckitt will be providing a “spotlight on patient falls” at the October Quality Committee meeting. J. Peckitt also advised that Hospital staff are committed to using the Quality Committee to focus on the reported incidents.
- At the June meeting, the spotlight focussed on medication ordering, verification, dispensing and administration relates to these incidents. During this discussion, several risk points were identified and further discussion occurred with respect to how an electronic system could mitigate. It was recommended that a more fulsome review of CPOE occur involving all interprofessional staff.
- It was noted that Hospital staff are committed to the safety of the patients and this continues to be a priority.

Moved by: John McNeilly

Seconded by: Debbie Mountenay

Motion: To accept the June 21st and August 16, 2018 Quality meeting minutes as presented. Carried.



- 8.1.1 QIP/Corporate Dashboard (Q4 2017/18)
Q4 2017/18 QIP/Corporate Dashboard was included in the agenda package.

Moved by: *Roberta Teahen*

Seconded by: *Ellen Shapiro*

Motion: *To endorse the recommendation of the Board Quality, Utilization & Risk Committee and approve the Quality Improvement Plan/Corporate Dashboard for Q4. Carried.*

- 8.1.2 Performance Based Pay (Pay at Risk) 2018/19

Moved by: *Roberta Teahen*

Seconded by: *Drew Robertson*

Motion: *To endorse the recommendation of the Board Quality, Utilization & Risk Committee and approve the following with respect to Performance Based Compensation (Pay at Risk) for the 2018/19 Quality Improvement Plan:*

- *Maintain 2% as rate of salary that is “at risk”*
- *100% payout (i.e. payout of 2% of base salary that was held back) if 90-100% of targets met*
- *50% or partial payout (i.e. payout of 1% of base salary that was held back) if 50-79% of targets met*

Indicators to include:

- *Medication reconciliation at discharge*
- *Implementation of CHF discharge checklist (to positively impact CHF readmission rate)*
- *Implementation of workplace violence action plan (to positively impact number of workplace violence incidents)*

9. Business Carried Forward
No business carried forward.

10. New Business

- 10.1 Board Retreat

A. Knip reminded all members that the Fall Board Retreat will be held on Saturday, October 27th.

10.2 Nomination of Secretary for the 2018/19 Board Term

Motion by: *John McNeilly*

Seconded by: *Karen Brown*

Motion: *To recommend that Bruce Quigley, Interim President & CEO assume the role of Board Secretary for the 2018/2019 term. Carried.*

11. Other Business

11.1 Foundation Update

P. Down provided an update from the SHH Foundation.

- Annual Golf Tournament will be held September 14th. 6 Hospital teams are registered.
- Radioathon is October 19th
- Planning continuing for the 2019 Gala
- Jessica's House is operating. There have been approximately 9 or more residents since opening. The Foundation Board and Jessica's House Board will also be participating in a retreat.

11.2 Declaration of Understanding/Privacy Agreement

K. Willert will be sending out Declaration of Understand and Privacy Agreement for all members to read and sign.

12. Correspondence & Announcements

Various Hospital correspondence and announcements were included in the agenda package.

13. In-Camera Session

Moved by: *Karen Brown*

Seconded by: *Ellen Shapiro*

Motion: *To move to in-camera session at 1855 hours. Carried.*

All guests were excused and left the meeting at 1856.

President & CEO and Executive Assistant remained.

Moved by: *Roberta Teahen*

Seconded by: *Drew Robertson*

Motion: *To rise from the in-camera session at 1929 hours. Carried.*



- 13.1 **Moved by:** *Roberta Teahen*
Seconded by: *Drew Robertson*
Motion: *To accept the in-camera report and proceed as directed and approve the recommendations of the Medical Advisory Committee for approval of the following application for appointment to the Medical Staff.*

Courtesy

Dr. Julie Caron
Dr. Chevy Priyadamkol
Dr. Ryan Wilson
Dr. Alex Jiang
Dr. Aditi Kane
Dr. Eric Roszell

Consulting

Dr. Nasir Khan
Dr. Joanne Howey

Carried.

- 13.2 **Moved by:** *Ellen Shapiro*
Seconded by: *Brad Sheeler*
Motion: *To accept the in-camera report and proceed as directed and approve the recommendations of the Medical Advisory Committee to approve the following re-applications for appointment to the Medical Staff, effective July 1, 2018 to June 30, 2019.*

Nurse Practitioner

Christina Holst

Carried.

- 13.3 **Moved by:** *Roberta Teahen*
Seconded by: *Ellen Shapiro*
Motion: *To accept the in-camera report and approve the proposed Interim President & CEO Service Agreement, including Schedule B, expiring December 6, 2018 as presented. Carried.*

14. Next Meeting
October 11, 2018

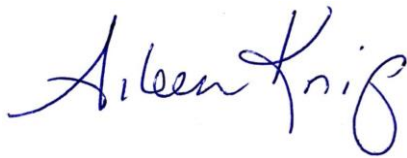


15. Adjournment

Moved by: *Roberta Teahen*

Seconded by: *Karen Brown*

Motion: *To adjourn open session at 1932 hours. Carried.*



Aileen Knip,
Board Chair



Bruce Quigley,
President & Chief Executive Officer