

Hamilton Board Committee

*Thursday, November 29, 2012
15:30 pm*

*Dofasco Boardroom – Juravinski
Innovation Tower*

Open Session

St. Joseph's
Villa  Dundas

St. Joseph's
Healthcare  Hamilton

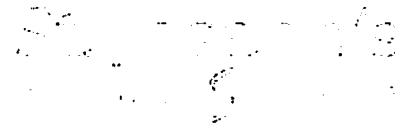
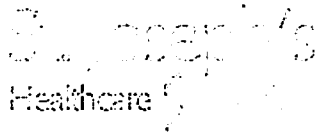
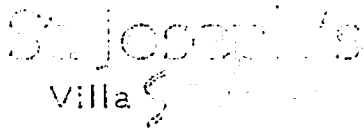
St. Joseph's
Home  Care

Hamilton Board Committee – OPEN SESSION - Agenda

Date:	Thursday, November 29, 2012
Time	1530-1605 hours
Location:	Dofasco Boardroom, Juravinski Innovation Tower, Charlton Campus, St. Joseph's Healthcare Hamilton
Members:	B. Gould, Chair, M. Dow, W. Doyle, H. Fuller, M. Guise, J. Kelton, J. LoPresti, S. Monzavi, T. Packer, R. Rocci, C. Santoni, I. Schachler, M. Taylor, T. Thoma, P. Tice.
Resource:	D. Higgins, K. Ciavarella, S. Gadsby, S. Filice-Armenio, M. Ellis, J. Fry, F. Ros.
Guests:	J. Farrell, C. Gosse, K. Smith, V. Raab
Regrets:	

Item	Topic	Page	Responsibility	Time
1.0	PROTOCOL			1530-1535
1.1	Call to Order		Mr. B. Gould	
1.2	Opening Prayer		Mr. P. Tice	
1.3	Introduction of Guests		Mr. B. Gould	
1.4	Declaration of Conflict of Interest		All	
2.0	AGENDA & MINUTES			1535-1540
2.1	Approval of the Agenda		Mr. B. Gould	
2.2	Additions to Agenda		Mr. B. Gould	
2.3	Approval of Minutes – October 25, 2012	1-2	Mr. B. Gould	
2.3.1	<i>Motion for Approval by Hamilton Board Committee:</i> <u>THAT THE OPEN MINUTES OF THE OCTOBER 25, 2012 HAMILTON BOARD COMMITTEE BE APPROVED</u>			
3.0	REPORTS			1540-1600
3.1	Chair's Report		Mr. B. Gould	
3.2	SJHH, SJVD, SJHC Presidents	3-4	HBC Presidents	
3.3	President of the Medical Staff Association		Dr. T. Packer	
3.4	Presidents of SJH Foundation and SJV Foundation	5-7	Ms. S. Filice-Armenio Ms. M. Ellis	
4.0	NEW BUSINESS			1600-1605
4.1	Introduction – Ms. Victoria Raab – Director, Public Affairs			
5.0	INFORMATION ITEMS			
6.0	ADJOURNMENT			1605
	<i>Motion for Approval by Hamilton Board Committee:</i> <u>THAT THE OPEN SESSION OF THE HBC BE ADJOURNED AND THAT THE HBC MOVE INTO THE CLOSED SESSION</u>		Mr. B. Gould	

Note: Trustees who wish to have items moved from the Consent Agenda to the Closed/Open Agenda should contact the SJHH President's Office prior to the Board Meeting. Trustees also have an opportunity to make this request when the open agenda is presented at the Board Meeting.



Committee: Hamilton Board Committee – OPEN SESSION **Date:** October 25, 2012
Called to order at: 1530 hours **Adjourned:** 1550 hours
Location: Dofasco Boardroom – 2nd Floor Juravinski Innovation Tower
Present: Mr. B. Gould, Chair, Mr. S. Monzavi, Mrs. I. Schachler, Mrs. M. Taylor, Mrs. M. Dow, Mr. C. Santoni, , Dr. M. Guise, Mr. J. LoPresti, Ms. W. Doyle, Dr. T. Packer.
Regrets: Dr. J. Kellon, Mr. P. Tice, Mr. R. Rocci, Mr. T. Thoma, Mr. S. Monzavi, Dr. H. Fuller.
Resource Staff: Dr. D. Higgins, Ms. V. Dodds, Mr. S. Gadsby, Ms. F. Ros, Dr. K. Smith, Ms. M. Ellis.
Guests: Mr. R. Cercone, Dr. H. Markwell, Dr. S. Abcool.
NEXT MEETING November 29, 2012

Subject Discussion

<p>1. PROTOCOL</p> <p>1.1 CALL TO ORDER</p> <p>1.2 OPENING PRAYER</p> <p>1.3 GUESTS</p> <p>1.4 DECLARATION OF CONFLICT OF INTEREST</p> <p>2. APPROVAL OF AGENDA</p> <p>3. ADDITIONS TO THE AGENDA</p> <p>4. APPROVAL OF THE MINUTES</p> <p>5. REPORTS</p> <p>5.1 Chair's Report</p>	<p>The meeting was called to order at 1530 hours by B. Gould.</p> <p>M. Dow opened the meeting with a prayer.</p> <p>All guests in attendance were introduced.</p> <p>There was no declaration of conflict of interest.</p> <p>It was MOVED by C. Santoni, SECONDED by M. Guise, VOTED AND CARRIED: THAT THE HAMILTON BOARD COMMITTEE AGENDA BE APPROVED AS CIRCULATED</p> <p>There were no additions to the open agenda.</p> <p>It was MOVED by I. Schachler, SECONDED by M. Dow, VOTED AND CARRIED THAT THE MINUTES OF THE HAMILTON BOARD COMMITTEE (OPEN) OF SEPTEMBER 27, 2012 BE APPROVED</p> <p>B. Gould reported the following:</p> <ul style="list-style-type: none"> ◦ HBC upcoming events and walkabout sessions were circulated on the blotter.
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Subject

Discussion

5.2 President's Report

D. Higgins – President – St. Joseph's Healthcare

- o Congratulations were extended to SJHH for being awarded Canada's Top 100 Employers Award for the 3rd year in a row.
- o It was noted that the Pediatric Psychiatric Emergency Services (PES) model is working well. A great deal of planning was undertaken by staff to create a separate space to alleviate crowding and make it a patient friendly space as much as possible. Patients are seen by this service up to the age of 18.
- o It was noted that a Provincial Registry of Personal Support Workers was created in May 2011 to regulate PSWs and oversee the work that all PSWs undertake. This legislation is paramount to improving protection for seniors and vulnerable populations and to drive improvements in quality care.
- o The Quarterly Medical Staff Meeting was held on October 23rd. Presentations were made by Dr. M. Crowther on the Future of Research at St. Joseph's and Dr. S. Wooder from the OMA who gave an update on the status of OMA Negotiations with the Province.

5.3 President of the Medical Staff

St. Joseph's Healthcare Foundation

- o The October 30th gift announcement has been postponed and new details will be forwarded to HBC members shortly.

5.4 St. Joseph's Healthcare Foundation and St. Joseph's Villa Foundation

St. Joseph's Villa Foundation

- o SJV Foundation is focusing on its Capital Campaign at this time.
- o The Foundation is reviewing and updating all processes in preparation for an upcoming accreditation which will take place next year.
- o The SJV Foundation Gala will be held on Friday, May 3rd and details will be forwarded to HBC members in the near future.
- o The Annual Golf Tournament raised \$70K.

There was no other business.

6. OTHER BUSINESS

There were no information items.

7. INFORMATION ITEMS

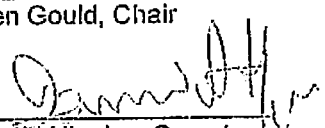
There was no further business and the meeting adjourned at 1550 hours.

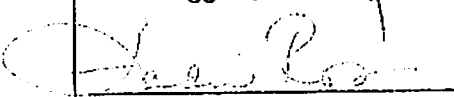
8. ADJOURNMENT

It was MOVED by J. LoPresti, SECONDED by M. Dow, VOTED AND CARRIED

THAT THE HBC MEETING MOVE INTO THE CLOSED SESSION

Ben Gould, Chair


David Higgins, Secretary


Fadia Ros, Recorder

OPEN REPORT TO THE HAMILTON BOARD COMMITTEE – NOVEMBER 2012

SECTION 1: HBC REPORTING

1.0 Environmental Scan

1.1 SJVD: Accessibility Standard for Customer Service

On January 1, 2012 the Accessibility Standard for Customer Service came into effect for all private and non-profit businesses and organizations with one or more employee. Organizations with over 20 employees must report to the government their compliance with the Customer Service Standard of the Accessibility for Ontarians with Disabilities Act (AODA) by January 1, 2013. The Villa has ensured that all the requirements have been met as well as posting pertinent policies for community access on the website.

1.2 SJHC: Accessibility Standard for Customer Service

SJHC is in compliance with the Ontario Accessibility Standard for Customer Service outlined in the Province's Accessibility for Ontarians with Disabilities Act (AODA).

1.3 SJHH: Accessibility Standard for Customer Service

SJHH continues to work on ensuring compliance with the Customer Service Standing training requirement. A year end audit and training blitz is planned for December 2012. SJHH has successfully completed all other required actions under the AODA Integrated Accessibility Standards for 2012.

2.0 Mission, Vision and Values Update

2.1 SJVD: High Risk Disruptive Behaviours Committee (HRDB)

The structure and purpose of the Villa's "High Risk Disruptive Behaviours Committee" is being reviewed to align with the requirements of the long term care act, HNHB LHIN objectives and best practices.

The Villa's current internal HRDB committee will be dismantled and be redeveloped as a Responsive Behaviours Committee with a new terms of reference. A focus on higher level changes and structure is required to meet the larger needs of the organization and the Villa residents now and in the future.

2.2 SJVD: Continuous Quality Improvement

Continuous quality improvement will continue to address all major areas of quality. A special working group has been formed to further target urinary incontinence, in addition to our current falls and ulcer programs. Public reporting will allow us to better understand where our targets should be.

2.3 SJVD: Medication Reconciliation

Medication Reconciliation has begun at the Villa as of November 1st, 2012. Similar programs already exist in hospitals and some nursing homes and have been shown to reduce medication errors - an important contributor to morbidity and mortality.

The Villa Medical Director has joined the McMaster Care of the Elderly Working Group, as well as the Ontario Long Term Care Physicians Association. St Joseph's Villa is recognized locally as a potential site for further growth in research and education.

2.4 SJVD: *The Spectator's Readers' Choice Award*

St. Joseph's Villa has been the successful recipient of the Spectator's Readers' Choice Award in the category of "Best Nursing/Long Term Care Home". Thank you for voting and continuing to make the Villa the destination of choice for individuals, an employer of choice for staff and volunteers, and a partner of choice for community programs and services.

2.5 SJHC: *SJHC Staff Christmas Dinner and Dance*

SJHC will be celebrating the Christmas season with a staff Dinner and Dance on December 15th at the Grand Olympia Hospitality and Convention Centre located at 660 Barton Street in Stoney Creek; doors will open at 6 p.m. with dinner served at 7 p.m.

2.6 SJHC: *SJHS Integrated Comprehensive Care Project (ICCP) Presentations*

Kim Ciavarella, Carolyn Gosse and other ICC team members presented the ICC Project at several conferences during the months of October/November 2012:

- National Health Council of Canada – October 10, 2012
- OHA symposium – October 22, 2012
- Ontario Community Support Association – October 16-18, 2012
- Canadian Home Care Summit – October 23-24, 2012
- Procura SHARE Conference – November 8-9, 2012

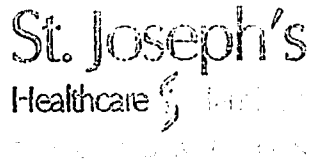
The interim evaluation report from PATH will be available the week of November 19th and highlights will be shared with the Board today.

2.7 SJHC: *Update on Behavioural Supports Ontario (BSO) Integrated Care Lead (ICL) program*

This program was rolled out in the Hamilton community on October 1 after being trialed in other areas of the LHIN. The ICL program is one piece of the BSO program, which also includes:

- BSO Community Outreach Team
- BSO Long-Term Care (LTC) Mobile Team
- BSO Connect

SJHC is an ICL and represents the Hamilton Community on the HNH BSO Steering Committee. We are currently organizing education for all ICL organizations in Hamilton.



**Report to the Hamilton Board Committee
St. Joseph's Healthcare Foundation
November 29, 2012**

A number of activities are underway in support of our Foundation's \$75 million *Timeless Care, Tomorrow's Discoveries* Campaign. In addition to ongoing major solicitations, we have been offering tours of our Surgical Centre and the new West 5th campus to prospective donors. In October, we also celebrated two major gifts to the Campaign with the naming of three treatment rooms within the Surgical Centre's new *Minor Procedures Unit*.

We are proud to announce a new initiative underway. The *St. Joseph's Holiday Giving Program* is ideal for employers looking to find the perfect holiday gift for their employees. Make a donation to St. Joseph's and the Foundation will provide customized Christmas or Holiday Cards that can be imprinted with a corporate logo and a special message to let employees know that they have been given the gift of a healthier community this year. So far, four organizations and individuals have signed on for this program and we are hopeful others will join as the holidays get closer. Please see the attached information sheet for more details.

As we are in the second year of the public phase of the Campaign, we are continuing to build the Campaign's presence across the city. Billboards and transit shelters spotlighting campaign priorities can be seen in high traffic locations. The Hamilton Spectator Building Banner features our current Holiday Appeal mailing theme, and encourages online donations to bring *Comfort & Joy* to patients and staff spending their holidays in our Hospital. Our Campaign ads have just wrapped up airing on CHCH, and recently a three-page spread on the Centre for Integrated Healthcare appeared in *Balance Magazine*, distributed via *The Hamilton Spectator*.

Our 15th Annual Holiday Gala on Saturday November 17 at LIUNA Station raised \$375,000, making this our most successful Gala ever. Our thanks go to all donors, sponsors and guests who contributed to its success. And moving from gala wear to running gear.....the 2013 *Around the Bay Road Race* is March 24, 2013. We have 18 committed Fundraising Teams, who are each endeavoring to raise \$10,000 or more. For the first time, we will also have two teams from specific Hospital departments: Dr. Anvari's team from *Bariatrics* and Dr. Shargall's team from *Thoracic* are also rising to the challenge of raising \$10,000 for St. Joe's. Our *Around The Bay Media Launch* will take place in the New Year.

In the meantime, look for St. Joseph's Healthcare Foundation's gift wrapping program in *Lime Ridge* mall as you do your holiday shopping. For a donation, we'll wrap your gifts and reduce your holiday stress.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sera Filice-Armenio".

Sera Filice-Armenio
President & CEO

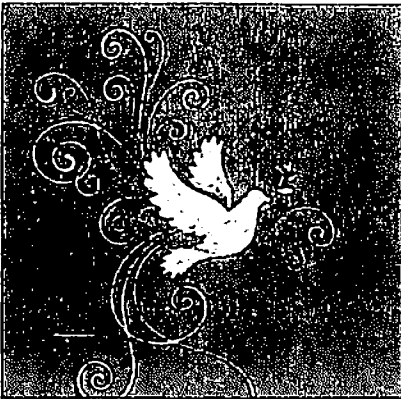
Holiday Giving to St. Joe's

Give your employees the gift of a healthier community

This holiday season, instead of purchasing chocolates, holiday ornaments or gift baskets for your employees, give them the gift of a healthier community through a donation to St. Joseph's Healthcare Foundation. Sooner or later, we're all going to need the compassionate and innovative care that St. Joseph's has been delivering for 122 years, so why not help to ensure that whenever you need St. Joe's, we'll be ready to care for you! Tell your employees about your corporate gift with these attractive Holiday cards that can be customized for your corporation or organization.

Three contemporary design options to choose from:

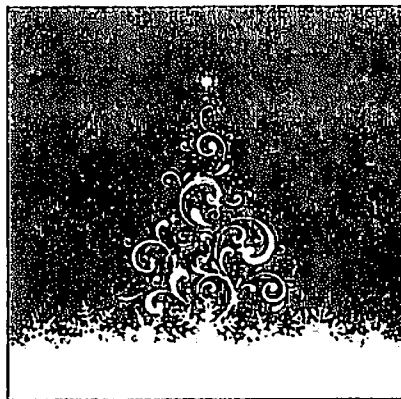
Card # 001



Inside Verse (right side):

May the peace and blessings
of Christmas be yours;
And may the coming year
be filled with happiness.

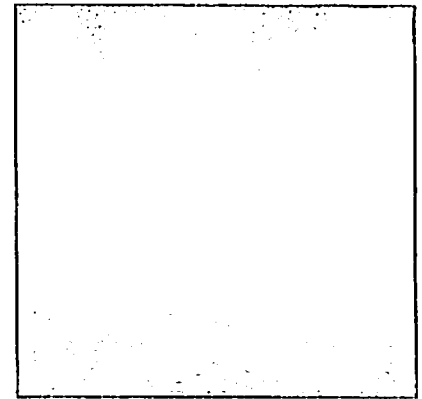
Card # 002



Inside Verse (right side):

The gift of love.
The gift of peace.
The gift of happiness.
May all these be yours at Christmas.

Card # 003



Inside Verse (right side):

Warmest thoughts and best wishes
for a wonderful holiday
and a happy New Year.
May peace, love and prosperity
follow you always.

Inside Verse (left side):

A donation has been made to
St. Joseph's Healthcare Foundation
in your honour this holiday season.

Sent with our best wishes,
<corporate logo or name>

The St. Joseph's Healthcare Foundation logo and the following text will appear on the back of the card:

St. Joseph's
Healthcare  Foundation

For 122 years, St. Joseph's Healthcare has provided compassionate and innovative patient care to the people in our community. Donations secured through our holiday giving program help St. Joseph's to acquire new, life-saving equipment, to enhance our patient care areas, and to fund critical medical research that will lead to new treatments and potentially new cures.

Holiday Card Details:

- 5" x 5" card with envelope
- Option to use default verses or customize by writing your own
- Option to include company logo
- Allow three business days from receipt of order for production, shipping time extra
- Orders must be placed by Friday, December 14th to receive cards before Christmas

DONATION FORM

Please complete and email a scanned copy to Melanie Caul at melanie@stjoesfoundation.ca, or fax to 905.577.0860. Should you have any questions or require assistance, please contact Melanie at 905.522.1155 x. 35973.

Donor Name: _____
Address: _____ Suite or Unit #: _____
City: _____ Province: _____ Postal Code: _____
Phone: _____ Ext.: _____ Email: _____

Donation amount: \$ _____

Cheque enclosed (payable to St. Joseph's Healthcare Foundation)

or

Credit Card Information:   

Card Number: _____ Expiry: _____ - _____

Name on Card: _____ Signature: _____

Complimentary Holiday Card Options

Card Code # (see reverse for code): _____ # of cards required: _____

Use default verse or Use custom verse (max. 4 lines, please provide below):

Include company logo (please supply a high-res .jpg) Print Proof required

Pick-up cards (at the Foundation office) or Deliver cards to above address

Hamilton Board Committee (HBC) – Summary of September 27, 2012 Closed Meeting Session

Presentations and Reports to the HBC - Summary

- Past practices of physician notification with respect to deficient charts were reviewed and changes to the process were outlined. The system will be moving towards an electronic system of notification and chart completion on-line will also be possible. At this time, most charts are on paper, however it was noted that patient lab tests, diagnostic tests, discharge summaries are available on-line.
- Overview of the current quality issue was provided by the Department of Laboratory Medicine leadership. In August there were two cases which produced outlier results not consistent with the patient presentation/profile. A review was subsequently carried six months retrospectively. A series of quality control tests were carried out and quality controls were changed. There have been no documented cases of patient harm. Any future risk has been contained and preventative maintenance is being carried out. Dialogue has occurred and is ongoing with the manufacturer of the machines. A letter has been sent to the physician community to alert them of the situation. Communication with regards to this issue has been provided to the community via various media outlets including letters and television interviews.
- Board and Executive Team Members have participated in various Executive Patient Walkabout Sessions in the summer months; including Birthing, Women's and Infants, Endoscopy, Intensive Care Unit, Home Care and Assisted Living visits, Obstetrics and Gynecology Clinics. In September, there were walkabouts carried out in Complex Care and Retail Pharmacy.
- Update on the Strategic Planning Process was provided. The HBC endorsed the planning process and steps outlined. It was noted that quality and safety was priority one for all three organizations and all will work together to develop a common approach of discussing results and outcomes. Updates will be provided as goals are further developed.