



St. Joseph's Hamilton Joint Boards of Governors

September 2018

Open Agenda Package – Web Version

OUR
mission
vision
values



OUR MISSION //

Living the Legacy: Compassionate Care. Faith. Discovery.

OUR VISION //

On behalf of those we are privileged to serve, we will deliver an integrated, high quality care experience, pursue and share knowledge, and respect our rich diversity, always remaining faithful to our Roman Catholic values and traditions.

OUR VALUES //

Dignity. Respect. Service. Justice. Responsibility. Enquiry.

St. Joseph's
Home  Care

St. Joseph's
Healthcare  Hamilton

St. Joseph's
Villa  Dundas

Mission: Living the Legacy – Compassionate Care.
Faith. Discovery.

Vision: On behalf of those we are privileged to serve, we will: deliver an integrated high quality care experience, pursue and share knowledge, respect our rich diversity, always remaining faithful to our Roman Catholic values and traditions.

Values: We commit ourselves to demonstrate in all that we undertake, the vision and values that inspired our Founders, the Sisters of St. Joseph. These are: **Dignity, Respect, Service, Justice, Responsibility and Enquiry.**

JBG Values

Dignity – The worth of the person is affirmed & unconditional



Definition

Places high emphasis on the worth and value of the individual and is not dependent or conditional on anything. Dignity is demonstrated by focusing on the needs of the person, their comfort, and respecting their choices.

Behaviours

- Concerned with the feelings of their patient or family
- Recognizing the sacredness of human life
- Cultivating the notion of control, confidence and decision making to the patient or family member
- Eliminating events that might embarrass or bring shame to the patient or family member

St. Joseph's Hamilton Joint Boards of Governors – Open Agenda
Thursday, September 27, 2018
3:30 – 6:00 p.m.

Dofasco Boardroom – 2nd Floor – Juravinski Innovation Tower – T2215

- Elected Members** Mr. Sonny Monzavi (Chair), Mr. Lee Clayton, Dr. Naresh Agarwal, Mr. Peter Tice, Ms. Moira Taylor, Mr. Tony Thoma, Mr. David Tonin, Mr. Adriaan Korstanje, Ms. Lynn McNeil, Mr. Rod Dobson, Mrs. Barb Beaudoin, Mrs. Catherine Olsiak, Dr. Carolyn Byrne, Dr. Laura Harrington, Mr. Leo Perri.
- Ex-Officio Members** Dr. Greg Rutledge, Ms. Winnie Doyle, Dr. David Russell, Dr. Paul O'Byrne, Ms. Larisa Volman.
- Senior Management Team** Mr. Brian Guest, Ms. Mieke Ewen, Dr. Carolyn Gosse, Dr. Tom Stewart, Dr. Jack Gaudie.
- Resource** Ms. Jessica Fry, Mrs. Fadia Voogd, Ms. Sera Filice-Armenio, Ms. Maureen Ellis.

VALUES: D = dignity, R1 = respect, S = service, J = justice, R2 = responsibility, E = enquiry

Time	Item	Topic	Motion	Values	Lead	Page
3:35pm	1.0	Call to Order				
	1.1	<i>Opening Prayer and Reflection on DIGNITY</i>		R2	N. Agarwal All	
	1.2	<i>Introduction of Guests</i>				
	1.3	<i>Declaration of Conflict of Interest</i>				
	1.4	<i>Approval of Agenda</i>	<u>All JBG Voting Members:</u> THAT THE OPEN AGENDA OF THE SEPTEMBER 27, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE MEETING BE APPROVED	R2	S. Monzavi	
3:55pm	2.0	Consent Agenda				
	2.1	<i>Approval of St. Joseph's Hamilton Joint Boards of Governors Open Minutes</i>	<u>All JBG Voting Members:</u> THAT THE OPEN MINUTES OF THE JUNE 28, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE APPROVED	R2	S. Monzavi	

Time	Item	Topic	Motion	Values	Lead	Page
	2.2	<i>Governance Mission and Values Committee Minutes and Motions</i>	<p><u>All JBG Voting Members</u> THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF SEPTEMBER 4, 2018 BE ACCEPTED FOR INFORMATION</p> <p><u>All JBG Voting Members</u> THAT JBG POLICIES #1-24 BE APPROVED AS AMENDED</p>	R2	A.Korstanje	
	2.2.1	<i>Enterprise Risk Management – Update to JBG – Webex - ematerials</i>				
	2.2.2	<i>Strategic Planning Update</i>			J. Woods	
	2.3	<i>Resource and Audit Committee Minutes and Motions</i>	<p><u>All JBG Voting Members</u> THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE MEETING OF SEPTEMBER 19, 2018 BE ACCEPTED FOR INFORMATION</p> <p><u>All JBG Voting Members</u> THAT THE 2018/2019 RESOURCE AND AUDIT TERMS OF REFERENCE AND WORK PLAN BE APPROVED</p> <p><u>SJHH Voting Members</u> THAT THE SJHH SIGNING OF CHEQUES AND ELECTRONIC FUND TRANSFER POLICY BE APPROVED</p>		L. McNeil	

Time	Item	Topic	Motion	Values	Lead	Page
4:00pm	3.0	Quality & Patient Safety				
	3.1	<i>Quality Committee Minutes, Motions and Report</i>	All JBG Voting Members THAT THE MINUTES OF THE QUALITY COMMITTEE MEETING OF SEPTEMBER 11, 2018 BE ACCEPTED FOR INFORMATION	S	D. Tonin	
4:15pm	4.0	Medical Advisory Committee Presentation				
		Dr. Waleed Alhazzani – Department of Critical Care Medicine				
4:40pm	5.0	Reports				
	5.1	<i>Report of Chair</i>		R2	S. Monzavi	
	5.2	<i>Report of the President and CEO, St. Joseph's Health System</i>		R2	T. Stewart	
	5.3	<i>Report of Presidents</i>		R2/S	B. Guest W. Doyle C. Gosse	
	5.3.1	<i>Report of SJVD – B. Guest</i>				
	5.3.2	<i>Report of SJHH – W. Doyle</i>				
	5.3.3	<i>Report of SJHC – C. Gosse</i>				
	5.4	<i>Report of the Chief Nursing Executive</i>		R2/S	L. Volman	
	5.5	<i>Report of the Vice President Research</i>		R2	J. Gauldie	-
	5.6	<i>Report of the Chief of Staff</i>		R2	D. Russell	
	5.7	<i>Report of President, Medical Staff Association</i>		R2	G. Rutledge	
	5.8	<i>Report of the President SJVD Foundation SJHH Foundation</i>		R2	M. Ellis S. Filice-Armenio	
4:50pm	6.0	Information / Education Items				
	6.1	Walkabout Schedule and Council Meeting Schedule		R2 / E	S. Monzavi	
	6.2	LHIN Board Meeting Briefing Note				

Time	Item	Topic	Motion	Values	Lead	Page
4:50pm	6.0	Adjournment				
	6.1	<i>Motion to adjourn</i>	<u>All JBG Voting Members:</u> THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE ADJOURNED		S. Monzavi	
4:50pm	7.0	Break followed by Closed Session				

Committee: **St. Joseph's Hamilton Joint Boards of Governors – OPEN SESSION** Date: June 28, 2018
Called to order at: 1535 hours Adjourned: 1640 hours

St. Joseph's Healthcare Hamilton Voting Members:

Mr. S. Monzavi, Mr. A. Korstanje, Ms. L. McNeil, Mr. P. Tice, Mrs. C. Olsiak, Dr. C. Byrne, Dr. N. Agarwal.

St. Joseph's Villa Dundas Voting Members:

Mr. S. Monzavi, Mr. A. Korstanje, Ms. L. McNeil, Mr. R. Rocci, Mrs. M. Taylor, Mr. T. Thoma, Mr. R. Dobson.

St. Joseph's Homecare Hamilton Voting Members:

Mr. S. Monzavi, Mr. A. Korstanje, Ms. L. McNeil, Dr. M. Guise, Mr. L. Clayton, Mr. D. Tonin, Mrs. B. Beaudoin.

Location: Dofasco Boardroom – Juravinski Innovation Tower
Present: Mr. S. Monzavi, Chair, Mr. A. Korstanje, Mr. R. Dobson, Mr. T. Thoma, I. Preyra, Dr. M. Guise, Mr. D. Tonin, Mrs. M. Taylor, Mrs. L. McNeil, Mrs. C. Olsiak, Dr. N. Agarwal, Dr. T. Stewart, Ms. W. Doyle, Mr. R. Rocci, Mr. P. Tice, Dr. C. Byrne, Mr. L. Clayton.
Regrets: Dr. P. O'Byrne, Mrs. B. Beaudoin, Dr. G. Rutledge.
Resource Staff: Dr. D. Higgins, Mrs. F. Voogd, Dr. C. Gosse, Mr. B. Guest, Ms. M. Ewen.
Guests: Ms. T. Coxon, Ms. D. Sanagan, Ms. S. Hollis, Ms. F. Vavaroutsos, Ms. J. Hunter, Ms. K. Langstaff, Dr. C. Hayes.
NEXT MEETING September 27, 2018

Subject	Discussion
A. PROTOCOL	
A.8 CALL TO ORDER	The meeting was called to order at 1530 hours by S. Monzavi.
1.1 OPENING PRAYER	R. Rocci opened the meeting with a prayer. There was reflection with respect to the value of RESPECT.
A.8 INTRODUCTION OF GUESTS	All invited guests were introduced.
A.8 DECLARATION OF CONFLICT OF INTEREST	<ul style="list-style-type: none"> • P. Tice declared a conflict related to the Nominations Report. • L. Clayton declared a conflict with respect to Plenary.
1.4 APPROVAL OF AGENDA	<p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS AGENDA BE APPROVED AS CIRCULATED</p>
2. CONSENT AGENDA	
2.1 APPROVAL OF ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS OPEN MINUTES	<p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE MINUTES OF THE OPEN SESSION OF THE MAY 31, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE BE APPROVED</p>

Subject

Discussion

**2.2 GOVERNANCE,
MISSION AND VALUES
COMMITTEE MINUTES
AND MOTIONS**

- An overview of the Nominating Report including the membership chart was provided.
- The Conflict of Interest policy has been revised per the Ontario Hospital Association template.

All JBG Voting Members

ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:

THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE OF JUNE 5, 2018 BE ACCEPTED FOR INFORMATION

All JBG Voting Members

ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:

THAT THE REPORT OF THE NOMINATING COMMITTEE 2018-2019 BE APPROVED

All JBG Voting Members

ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:

THAT THE REVISED JBG POLICY #3 – CONFLICT OF INTEREST BE APPROVED

**2.3 RESOURCE AND
AUDIT COMMITTEE
MINUTES AND
MOTIONS**

- The Treasurer’s Report was highlighted.
- An update on the SJVD debt was provided. Further follow up with respect to this issue will occur over July/August.
- Members of the ICT Subcommittee were thanked for their diligence and dedication as the committee has completed its work.

All JBG Voting Members

ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:

THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE OF JUNE 20, 2018 BE ACCEPTED FOR INFORMATION

SJHH Voting Members

ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:

THAT THE SJHH ATTESTATION FOR THE PERIOD OF APRIL 1, 2017 – MARCH 31, 2018, PREPARED IN ACCORDANCE WITH SECTION 15 OF THE BROADER PUBLIC SECTOR ACCOUNTABILITY ACT (BPSAA) BE APPROVED

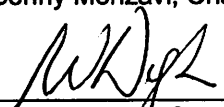
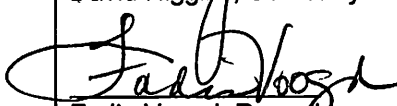
SJHH Voting Members

ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:

THAT THE SJHH DECLARATION OF COMPLIANCE FOR THE MSA FOR THE PERIOD APRIL 1, 2017 – MARCH 31, 2018 BE APPROVED

Subject	Discussion
<p>2.3.1. ICT SUBCOMMITTEE PRESENTATION DOVETALE</p> <p>2.3.2. 2018-19 OPERATIONAL PLANNING AND PERFORMANCE</p>	<ul style="list-style-type: none"> • T. Coxon and D. Sanagan were present to highlight the journey of the Dovetale implementation. The journey, the case for change, project governance structure overview, accessing patient information before Dovetale, path and go live, achievements and project success were highlighted. • The JBG were thanked for all their support during the lead up to the implementation of Dovetale. • SJHH has now achieved HIMSS Stage designation. The IT/Dovetale Team was the recipient of several awards including the Canadian Health informatics Award (Project Team Implementation Award) – SJHH – Dovetale Project, Robertson Memorial Award, Nursing Excellence Award. • Highlights with respect to integration throughout the Province were noted. Extensive dialogue was held with our LHIN throughout the course of the project to ensure that the LHIN were kept informed as the implementation process evolved. Supportive assistance was also received from EMS in the immediate post go-live period. • An overview was provided on operational planning and performance. Highlights included clinical budget allocation, administration and support allocation, ED/Urgent Care and PES visits, surgical cases, administrative indicators, sick day trending and overtime utilization. • Discussion occurred with respect to sick time targets and further discussion will occur at the HR Subcommittee. • In response to a question, it was noted that operational planning teams will meet on a monthly basis and further updates will be provided to the JBG as the process evolves.
<p>3. QUALITY AND PATIENT SAFETY</p> <p>3.1 QUALITY COMMITTEE MINUTES, MOTIONS AND REPORT</p>	<ul style="list-style-type: none"> • A patient story with respect to the Integrated Comprehensive Care Program was highlighted. It was noted that standardized form has been developed to ensure that all information is present and available to staff. • Webex presentations were received on: Quality Report: Home Care and Accreditation Update for SJVD/SJHC and SJHH. • A presentation was received on SJHH Quality Structure and HSAA. • The monthly critical incident report was provided. • Suggestions with respect to next year's work plan were overviewed. • An overview of Forensic Risk Management was provided. <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE MINUTES OF THE QUALITY COMMITTEE OF JUNE 12, 2018 BE ACCEPTED FOR INFORMATION</p>
<p>4. MEDICAL ADVISORY COMMITTEE PRESENTATION</p>	<ul style="list-style-type: none"> • There was no presentation this month.
<p>5. REPORTS</p> <p>5.1 REPORT OF CHAIR</p>	<ul style="list-style-type: none"> • S. Monzavi attended the St. Joseph's Villa Dundas Resident's Council AGM and conveyed greetings on behalf of the JBG.

Subject	Discussion
<p>5.2 REPORT OF THE PRESIDENT AND CEO SJHS</p>	<ul style="list-style-type: none"> • There was no report.
<p>5.3 REPORT OF PRESIDENTS</p>	
<p>5.3.1 Update on SJVD – B. Guest</p>	<ul style="list-style-type: none"> • M. Ewen provided an update on accreditation and the recent RQI inspections at SJVD.
<p>5.3.2 Update on SJHC – C. Gosse</p>	<ul style="list-style-type: none"> • There was no further update.
<p>5.3.3 Update on SJHH – D. Higgins</p>	<ul style="list-style-type: none"> • An update on the geographic units in Medicine was provided. It is recognized that clustering teams together would be a better model for patient care in that they will be linked to a geographic unit.
<p>5.4 REPORT OF THE CHIEF NURSING OFFICER</p>	<ul style="list-style-type: none"> • A briefing note was provided on enhancing the nursing student experience at SJHH. Background, current state, action plan, and nursing student volumes per academic year were overviewed. It was noted that each year SJHH accepts over six hundred nursing students in a variety of different settings throughout the organization. Nursing students are welcomed from a broad range of undergraduate and graduate programs. Clinical areas for student placements were highlighted.
<p>5.5 VICE PRESIDENT RESEARCH</p>	<ul style="list-style-type: none"> • There was no report.
<p>5.6 REPORT OF THE CHIEF OF STAFF</p>	<ul style="list-style-type: none"> • J. Woods will be meeting with Chiefs and their Department Managers to engage as many as possible as the hospital moves forward in the Strategic Planning process. • Various physician changes were highlighted. It was noted that a Search Committee for a new Chief of combined Mental Health and Addictions for SJHH and NHS is going well. • Various physician recognitions were highlighted. • It was noted that Dr. D. Russell will be the Acting Deputy Chief of Staff beginning mid-July to replace Dr. I. Preyra who has been recruited as Chief of Staff at Joseph Brant. • It was noted that the Cardiology Plan was presented to the Haldimand War Memorial Hospital Medical Advisory Committee.
<p>5.7 REPORT OF THE PRESIDENT PROFESSIONAL STAFF ASSOCIATION</p>	<ul style="list-style-type: none"> • The Quarterly Medical Staff meeting was held last week. The keynote speaker was Dr. Joy Albuquerque who discussed physician wellness. • The Vice President of the Medical Staff Association will attend the meetings of the Medical Advisory Committee moving forward, as Dr. Rutledge is stepping in as Interim Chief of Emergency Medicine.
<p>5.8 REPORT OF FOUNDATION PRESIDENTS</p>	
<p>SJVD FOUNDATION</p>	<ul style="list-style-type: none"> • The groundbreaking public launch date for the SJVD hospice is Monday July 30th at 1030 am. Invitations have been forwarded to JBG members.

Subject	Discussion
<p>SJHH FOUNDATION</p> <p>6. INFORMATION EDUCATION ITEMS</p> <p>7. OTHER BUSINESS</p> <p>8. ADJOURNMENT</p>	<ul style="list-style-type: none"> • An update on the fiscal 2017-18 was provided. The Foundation was re-accredited under the Imagine Canada Standards program to acknowledge adherence to the highest standards related to fundraising. • Recent gifts and celebrations were outlined. • The Shoppers Drug Mart Run for Women's Mental Health event was held on Saturday June 2nd and was a sold out event. • Margaret Trudeau will be the guest speaker at the Mental Health Morning Breakfast on Tuesday, October 2nd. At this event, the Foundation also looks forward to awarding the Spirit of Hope Awards. • The bi-annual newsletter, Foundation Matters was our last printed newsletter. It will be replaced with e-news. The first edition of the e-newsletter will be issued this Fall, after the website revamp is complete. <ul style="list-style-type: none"> • Walkabout Schedule and Council Meeting Schedule – new schedule will be issued in the Fall. • HNHB Board Meeting Briefing Note <ul style="list-style-type: none"> • R. Rocci and M. Guise were thanked for their outstanding contributions over many years of service to the Joint Boards of Governors. • S. Makawita was thanked for her dedicated service during her term as resource, Governance, Nominating and JBG. • D. Higgins was thanked for his exceptional service during his tenure as President SJHH. <p>THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE ADJOURNED</p> <p>_____ Sonny Monzavi, Chair</p> <p> _____ David Higgins, Secretary</p> <p> _____ Fadia Voogd, Recorder</p>