



St. Joseph's Hamilton Joint Boards of Governors

June 2020

Open Agenda Package – Web Version

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

Responsibility – stewardship



Definition

Being a supportive and positive example for other team members. Being committed to meeting a high work standard. Continual learning and responsible use of time, human, financial and other resources directed to the common good.

Behaviours

- Is a leader
- Demonstrate resource consciousness
- Demonstrates a commitment to continual learning
- Fosters teamwork by supporting team decisions and building trust

St. Joseph's Hamilton Joint Boards of Governors – Open Agenda
Thursday, June 25, 2020
1530 hours

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

- Elected Members** Mr. Adriaan Korstanje (Chair), Mr. Lee Clayton, Dr. Naresh Agarwal, Mr. David Tonin, Mr. Sonny Monzavi, Ms. Lynn McNeil, Mr. Rod Dobson, Mrs. Barb Beaudoin, Mrs. Catherine Olsiak, Dr. Carolyn Byrne, Dr. Laura Harrington, Mr. Leo Perri, Ms. Mary Martin.
- Ex-Officio Members** Dr. Matt Miller, Ms. Winnie Doyle, Dr. David Russell, Dr. Paul O'Byrne, Ms. Melissa Farrell.
- Senior Management Team** Dr. Tom Stewart, Mr. Brian Guest, Mr. John Woods, Dr. Carolyn Gosse, Dr. Jack Gauldie.
- Resource** Mrs. Stephanie Trowbridge, Mrs. Fadia Voogd, Ms. Sera Filice-Armenio, Mr. Don Davidson.

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

<i>Time</i>	<i>Item</i>	<i>Topic</i>	<i>Values</i>	<i>Lead</i>	<i>Page</i>
1530	1.0	Call to Order		A.Korstanje	
	1.1	Opening Prayer and Reflection on RESPONSIBILITY	R2		
	1.2	Introduction of Guests	R2		
1535	2.0	Consent Agenda Part "A" (Motions Listed) <i>(Note: Any JBG Member can ask for removal of any item from Consent Agenda for discussion)</i>			
		THAT THE FOLLOWING RECOMMENDATIONS BE APPROVED:	R2	All	
	2.1	Approval of Agenda <u>JBG Voting Members</u> THAT THE AGENDA FOR THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE APPROVED AS CIRCULATED			
	2.2	Declaration of Conflict of Interest <u>JBG Voting Members</u> THAT THERE IS NO CONFLICT OF INTEREST NOTED			
	2.3	Approval of Minutes of the JBG Meeting <u>JBG Voting Members</u> THAT THE MINUTES OF THE OPEN SESSION OF THE MEETING OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS HELD MAY 28, 2020 BE APPROVED			

1540	3.0	Generative Discussion			
	3.1	Strategic Plan Update – Presidents – <i>see e-materials</i>	E	M. Farrell/J. Woods/C. Gosse	
	3.2	Annual VP Priority Reports – <i>see e-materials</i>	E	All VPs	
1610	4.0	Business (Motions Listed)			
	4.1	Quality Committee <u>JBG Voting Members</u> THAT THE MINUTES OF THE QUALITY COMMITTEE MEETING OF JUNE 16, 2020 BE ACCEPTED FOR INFORMATION	R2	B. Beaudoin	
		<u>SJHH Voting Members</u> THAT THE REVISED 2020-2021 QUALITY IMPROVEMENT SUBMISSION FOR SJHH BE APPROVED			
	4.2	Other			
1630	5.0	Reports			
		THE FOLLOWING REPORTS ARE PROVIDED FOR INFORMATION:			
	5.1	Governance Committee Summary Report	R2	L. McNeil	
	5.2	Treasurer’s Report from Resource and Audit Committee	R2	D. Tonin	
	5.3	Chair’s Remarks	R2	A. Korstanje	
	5.4	Report of Presidents	R2	M.Farrell/ C. Gosse/J. Woods	
	5.5	Report of the EVP and Chief Nursing Executive	R2	W. Doyle	
	5.6	Report of Chief of Staff	R2	D. Russell	
	5.7	Report of SJHS President and CEO	R2	T. Stewart	
	5.8	Report of the President, Medical Staff Association	R2	M. Miller	
1715	6.0	Consent Agenda Part “B” (Motions Listed) <i>(Note: Any JBG Member can ask for removal of any item from Consent Agenda for discussion)</i>			
	6.1	Governance, Mission and Values Committee <u>JBG Voting Members</u> THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF JUNE 2, 2020 BE ACCEPTED FOR INFORMATION	R2	L. McNeil	

		<p><u>JBG Voting Members</u> THAT THE MINUTES OF THE SPECIAL TELECONFERENCE OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE OF JUNE 3, 2020 BE ACCEPTED FOR INFORMATION</p> <p><u>JBG Voting Members</u> THAT D. TONIN (SJHH VOTING MEMBER) BE APPOINTED TO THE CREDENTIALLING ADVISORY COMMITTEE BE APPROVED</p>			
6.2	<p>Resource and Audit Committee</p> <p><u>SJHH Voting Members</u> THAT THE APPOINTMENT OF KPMG LLP AS AUDITORS FOR SJHH FOR THE YEAR ENDING MARCH 31, 2021 BE APPROVED</p> <p><u>SJHC Voting Members</u> THAT THE APPOINTMENT OF KPMG LLP AS AUDITORS FOR SJHC FOR THE YEAR ENDING MARCH 31, 2021 BE APPROVED</p> <p><u>SJVD Voting Members</u> THAT THE APPOINTMENT OF KPMG LLP AS AUDITORS FOR SJVD AND SJVD ESTATES FOR THE YEAR ENDING DECEMBER 31, 2020 BE APPROVED</p> <p><u>SJHH Voting Members</u> THAT THE SJHH 2018-2021 HOSPITAL SERVICE ACCOUNTABILITY AGREEMENT (HSAA) AMENDING AGREEMENT BE APPROVED</p> <p><u>SJHH Voting Members</u> THAT THE SJHH 2019-2021 MULTI SECTOR SERVICE ACCOUNTABILITY AGREEMENT (MSAA) AMENDING AGREEMENT BE APPROVED</p> <p><u>SJHC Voting Members</u> THAT THE SJHC 2019-2021 MULTI SECTOR SERVICE ACCOUNTABILITY AGREEMENT (MSAA) AMENDING AGREEMENT BE APPROVED</p>	R2	D. Tonin		

		<p><u>SJVD Voting Members</u> THAT THE SJVD 2019-2021 LONG TERM CARE SERVICE ACCOUNTABILITY AGREEMENT (LSAA) AMENDING AGREEMENT BE APPROVED</p> <p><u>SJVD Voting Members</u> THAT THE SJVD 2019-2021 MULTI SECTOR SERVICE ACCOUNTABILITY AGREEMENT (MSAA) AMENDING AGREEMENT BE APPROVED</p> <p><u>SJHH Voting Members</u> THAT THE SJHH ATTESTATION FOR THE PERIOD OF APRIL 1, 2019 – MARCH 31, 2020, PREPARED IN ACCORDANCE WITH SECTION 15 OF THE BROADER PUBLIC SECTOR ACCOUNTABILITY ACT (BPSAA) BE APPROVED</p> <p><u>SJHC Voting Members</u> THAT THE SJHC DECLARATION OF COMPLIANCE FOR THE MSAA FOR THE PERIOD OF APRIL 1, 2019 TO MARCH 31, 2020 BE APPROVED</p> <p><u>SJVD Voting Members</u> THAT THE SJVD DECLARATION OF COMPLIANCE FOR THE MSAA FOR THE PERIOD OF APRIL 1, 2019 TO MARCH 31, 2020 BE APPROVED</p>			
1720	7.0	Information Items			
	7.1	Reports from Foundations	R2	S. Filice-Armenio D. Davidson	
	7.2	Quality Council Executive Visit Schedule			
	8.0	Adjournment		A. Korstanje	



Committee: **St. Joseph's Hamilton Joint Boards of Governors – OPEN SESSION** Date: May 28, 2020
 Called to order at: 1530 Adjourned: 1640 hours

St. Joseph's Healthcare Hamilton Voting Members:

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

St. Joseph's Villa Dundas Voting Members:

Mr. A. Korstanje, Ms. L. McNeil, Mr. D. Tonin, Ms. M. Martin, Mr. R. Dobson, Dr. L. Harrington, Mrs. B. Beaudoin.

St. Joseph's Homecare Hamilton Voting Members:

Mr. A. Korstanje, Ms. L. McNeil, Mr. D. Tonin, Mrs. B. Beaudoin, Mr. L. Perri, Mr. L. Clayton.

Location: Dofasco Boardroom – Juravinski Innovation Tower

Present: Mr. A. Korstanje, Chair, Mr. R. Dobson, Mrs. L. McNeil, Mrs. C. Olsiak, Dr. N. Agarwal, Mrs. B. Beaudoin, Dr. L. Harrington, Mr. L. Perri, Mr. L. Clayton, Dr. M. Miller, Ms. M. Farrell, Mr. D. Tonin, Ms. M. Martin, Dr. D. Russell, Ms. W. Doyle, Dr. C. Byrne, Dr. T. Stewart.

Regrets: Dr. P. O'Byrne, Mr. S. Monzavi.

Resource Staff: Ms. F. Voogd, Dr. C. Gosse, Mr. J. Woods, Ms. S. Trowbridge, Mr. J. Aldis, Ms. F. Vavaroutsos, Ms. J. Hunter, Ms. S. Filice-Armenio.

Guests Open:

Guests In-Camera:

NEXT MEETING June 25, 2020

Subject	Discussion
<p>PROTOCOL</p>	
<p>1.0 CALL TO ORDER</p>	<p>The meeting was called to order at 1530 hours by A. Korstanje.</p>
<p>1.1 OPENING PRAYER</p>	<p>B. Beaudoin opened the meeting with a prayer. There was personal reflection with respect to the value of JUSTICE.</p>
<p>1.2 INTRODUCTION OF GUESTS</p>	<p>All invited guests were introduced. It was noted that no evaluations will be completed for this meeting.</p>
<p>2.0 CONSENT AGENDA PART "A"</p>	<p>Noted there were no requests to remove items and therefore the following motions were approved:</p> <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTIONS WERE PASSED:</i></p> <p>THAT THE AGENDA FOR THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE APPROVED AS CIRCULATED</p> <p>THAT NO CONFLICT OF INTEREST WAS NOTED</p> <p>THAT THE MINUTES OF THE OPEN SESSION OF THE MEETING OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS HELD APRIL 30, 2020 BE APPROVED</p>
<p>3.0 GENERATIVE DISCUSSION</p>	<ul style="list-style-type: none"> • There was no generative discussion this month.
<p>4.0 BUSINESS</p>	
<p>4.1 QUALITY COMMITTEE</p>	<ul style="list-style-type: none"> • Webexes on the QIP 2019-2020 Progress Report and Q4 Scorecard, Semi Annual Critical Incident and Risk Report Analysis Q2 2019-Q3 2019 for SJHH, Annual Patient Relations Report and Semi-Annual Critical Incident and Risk and

Subject	Discussion
<p>4.2 OTHER</p> <p>5.0 REPORTS</p>	<p>Compliments/Complaint Report for SJHC/SJVD were highlighted.</p> <ul style="list-style-type: none"> • Updates with respect to COVID-19 for all three organizations were provided. • An update on the PES workplan was provided. • Revised terms of reference for the Quality Committee were discussed. • Discussion occurred with respect to quality targets. It was noted that quality items are still being discussed and work continues on these targets. <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTIONS WERE PASSED:</i></p> <p>THAT THE MINUTES OF THE QUALITY COMMITTEE MEETING OF MAY 19, 2020 BE ACCEPTED FOR INFORMATION</p> <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTIONS WERE PASSED:</i></p> <p>THAT THE REVISED TERMS OF REFERENCE FOR THE QUALITY COMMITTEE BE APPROVED</p> <p>THE FOLLOWING REPORTS WERE RECEIVED FOR INFORMATION:</p> <p>GOVERNANCE COMMITTEE SUMMARY REPORT</p> <ul style="list-style-type: none"> • An overview of the governance summary was provided. • It was noted that an update on the progress of the Strategic Plan will be made by each site President in a condensed format at the June JBG meeting. <p>TREASURER'S REPORT FROM THE RESOURCE AND AUDIT COMMITTEE</p> <ul style="list-style-type: none"> • An overview of the Treasurer's Report was highlighted. • It was noted that the hospice project is progressing on time and on budget. <p>CHAIR'S REMARKS</p> <ul style="list-style-type: none"> • It was noted that last week a meeting with the SJVD voting members was held to discuss the Hospice and compliance. <p>REPORT OF PRESIDENTS</p> <p>SJHC</p> <ul style="list-style-type: none"> • An update was provided on First Place Retirement Home. Noted that ongoing testing is occurring at this time. • SJHC has been supporting the 19 hospital beds which are located at SJVD. This has been a tremendous opportunity which has brought both SJHC and SJVD teams together. The first patient transfers were received today. Discussion with respect to funding ensued. <p>SJVD</p> <ul style="list-style-type: none"> • The SJVD Foundation was thanked for their role in connecting the SJVD with the community during this unprecedented time. • SJVD held a town hall today. The town hall featured the Minister of LTC. • The JBG was thanked for their engagement with respect to the hospice and compliance orders. It was noted that the Ministry has now begun carrying out inspections off site. Further discussion ensued with respect to compliance

orders.

SJHH

- Discussion ensued with respect to Directive Number 2 - Access to Elective Surgeries which has been lifted. SJHH is planning for re-orientation and ramping up of services at this time. SJHH is very committed to virtual care. It was noted that there are two critical considerations as the plan moves forward – 1) A requirement that 15% of capacity is kept available if there is a COVID surge or decanting of a retirement home becomes necessary and 2) Must have 30 days of PPE on hand. It was noted that this will be a fluid process over the next little while. Extensive discussion ensued with respect to the planning and ramping up of services. It was noted that staff and physicians have all worked in a very collaborative manner on this issue.
- An update on PES Services was provided. It was noted that there was general acknowledgement amongst stakeholders that a solution is very close at hand.
- In response to a question, it was reported that visits to the Emergency Department have increased.

REPORT OF THE EVP AND CHIEF NURSING EXECUTIVE

- SJHH continues to work with retirement homes in the community to provide support as needed. An update on insurance and HR staffing issues with respect to assisting homes was provided.

REPORT OF CHIEF OF STAFF

- There was no report.

REPORT OF SJHS PRESIDENT AND CEO

- Thanks to all staff and physicians for all that they are doing on a daily basis during this pandemic. Their unwavering commitment is very much appreciated.
- It was noted that the State of Emergency has been extended at this time
- It was noted that discussions are ongoing with respect to pandemic pay.
- Covid testing is being expanded at this time.
- The Premier has expanded the authority of the LTC IMS team and the IMS function will be ramped up significantly.
- SJHH has now been named a reprocessing hub for N95 masks.
- Suggested that all review the video "The Great Realization". Excellent story! Linked will be shared with JBG

REPORT OF THE PRESIDENT, MEDICAL STAFF ASSOCIATION

- There have been no specific concerns from the Medical Staff.

6.0 CONSENT AGENDA PART "B"

Noted there were no requests to remove items and therefore the following motions were approved:

6.1 GOVERNANCE, MISSION AND VALUES COMMITTEE

All JBG Voting Members

ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTIONS WERE PASSED:

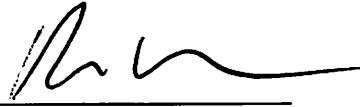
THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF MAY 5, 2020 BE ACCEPTED FOR INFORMATION

Subject	Discussion
<p>6.2 RESOURCE AND AUDIT COMMITTEE</p>	<p style="text-align: center;"><u>SJHH Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTIONS WERE PASSED:</i></p> <p>THAT THE SJHH AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2020 BE APPROVED</p> <p style="text-align: center;"><u>SJHC Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTIONS WERE PASSED:</i></p> <p>THAT THE SJHC AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2020 BE APPROVED</p> <p style="text-align: center;"><u>SJHH Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTIONS WERE PASSED:</i></p> <p>THAT THE SJHH DECLARATION OF COMPLIANCE FOR THE MSA FOR THE PERIOD OF APRIL 1, 2019 TO MARCH 31, 2020 BE APPROVED</p>
<p>7.0 INFORMATION ITEMS</p>	
<p>7.1 REPORTS FROM FOUNDATIONS</p>	<p>SJHH Foundation</p> <ul style="list-style-type: none"> • A written update outlining Foundation activities in relation to the COVID-19 Emergency Response Fund, Fall event season and published materials was provided. The response from the community related to the pandemic response fund has been excellent. It was noted that the Spring Direct Mail appeal has been launched.
<p>7.2 WALKABOUT AND COUNCIL MEETING SCHEDULES</p>	<p>SJVD Foundation</p> <ul style="list-style-type: none"> • A written update on Foundation activities was provided, which included highlights of the reception renovations and the SJVD Gala. The response from the donor base has been further emphasized and strengthened in this unprecedented time. The direct mail appeal will be sent out shortly. Fall activities are currently under review. Excellent collaboration continues with SJHS Foundation leaders. • Executive Walkabout Schedule and Council Meeting Schedule – noted that visits have been deferred until further notice.
<p>8.0 ADJOURNMENT</p>	<ul style="list-style-type: none"> • There was no further business and the meeting adjourned.

Subject

Discussion

Adriaan Korstanje, Chair



Melissa Farrell, Secretary



Fadia Voogd, Recorder