

CHATHAM-KENT HEALTH ALLIANCE
Boards of Directors
Open Board Meeting Minutes

Date: Thursday, May 30, 2019
Time: 4:15 pm to 5:15 pm
Place: Chatham-Kent Health Alliance
Board Room, Room B122, 80 Grand Ave. W., Chatham, ON, N7M 5L9

Members: Greg Aarssen (Chair), Kathryn Biondi, Robert Dye (Vice Chair & Treasurer), Brian Glover, Deborah Hook, Rita Mezei, Dan Miskokomon, Geetu Pathak, Sharon Pfaff (Vice Chair), April Rietdyk, Betty Schepens, Alan Wildeman

Ex-Officio: Lori Marshall, President & Chief Executive Officer; Dr. Pervez Faruqi, Chief of Staff ; Dr. Jason Back, President Medical Staff; Lisa Northcott, VP, Chief Nursing Executive, Chief, Professional Practice; Gaye Thompson, CKHA Foundation Board Chair

Guests: Ken Deane, Governance Coach; Deb Ancocik, VP, Chief Human Resources Officer; Zoja Holman, Interim VP, Planning & Performance; Fannie Vavoulis, Director, Chief Communications & Community Engagement Officer; Darlene Tetzlaff, Interim Chief Financial Officer

Recorder: Annette Zimmer, Senior Executive Assistant, Governance Coordinator

Regrets: Rita Mezei

1.0 Call to Order

1.1 Quorum

Greg Aarssen, Chair, Chatham-Kent Health Alliance presides. He called the meeting to order at pm and welcomed everyone present. Round table introductions by all present and Greg Aarssen, Chair welcomed Darlene Tetzlaff, Interim Chief Financial Officer.

1.2 Conflict of Interest and Confidentiality Declarations

No member declared a conflict of interest or confidentiality declarations regarding any items on the agenda.

1.4 Approval of Agenda

The Board of the Chatham-Kent Health Alliance reviewed the agenda.

Moved by: Sharon Pfaff

Seconded by: April Rietdyk

THAT the Board of the Chatham-Kent Health Alliance approve the agenda as presented.
CARRIED.

2.0 Board Education

2.1 No Board education was presented.

3.0 Patient Story

3.1 A Patient Story was presented and discussed.

4.0 Approval of Consent Agenda Items

4.1 The Board of the Chatham-Kent Health Alliance reviewed the consent agenda.

Moved by: Brian Glover
Seconded by: Kathryn Biondi

THAT the Board of the Chatham-Kent Health Alliance accept the consent agenda as presented and endorse the acceptance, receipt and filing of information contained therein including the following:

- (i) CKHA Open Board meeting Minutes of the meeting held Thursday, March 28, 2019
- (ii) Report of the President and Chief Executive Officer Report dated Thursday, May 23, 2019.
- (iii) Draft Quality Committee meeting minutes from the meeting held on Thursday, May 2, 2019.
- (iv) Draft Governance & Nominating Committee meeting minutes from the meeting held on Tuesday, May 14, 2019.
- (v) Draft Resources Committee meeting minutes from the meeting held on Tuesday, May 21, 2019. **CARRIED.**

5.0 Standing Committee Reports

5.1 **Standing Committee report from the Quality Committee from the meeting held on Thursday, May 2, 2019.**

Sharon Pfaff, Chair, Quality Committee reviewed the Standing Committee report from the Quality Committee from the meeting held on Thursday, May 2, 2019. She noted the Committee reviewed the Annual Confirmation of Reporting Requirements for CKHA under the Excellent Care for All Act (ECFAA), the Fourth Quarter Patient Experience Report including Patient Complaints for 2018-2019 and the Fourth Quarter Performance Scorecard Indicators (CKHA's Balanced Scorecard) for the period January 1, 2019 to March 31, 2019.

Sharon Pfaff, Chair added the Quality Committee requested a letter of thanks be sent from administration on behalf of the Quality Committee thanking everyone involved in the successful implementation of the Telestroke and Code Stroke program.

After review, discussion, deliberation on the information provided and all questions asked were answered to the satisfaction of the Board of the Chatham-Kent Health Alliance, the Board approve the following:

Moved by: Sharon Pfaff
Seconded by: Kathryn Biondi

THAT the Board of Chatham-Kent Health Alliance, approve the following confirmation under the Excellent Care for All Act (ECFAA):

- i) Chatham-Kent Health Alliance Quality Committee is established and receives regular reports on quality-related issues;

- ii) Annual Quality Improvement Plan is in place and is made available to the public on the public facing website;
 - iii) The Executive Compensation Framework to the achievement of targets is set out in the Quality Improvement Plan;
 - iv) Chatham-Kent Health Alliance Patient and Care Provider satisfaction surveys are in place;
 - v) Regular Chatham-Kent Health Alliance staff surveys are conducted;
 - vi) A declaration of values is in place;
 - vii) Patient relations process to address and improve the patient experience is in place.
- CARRIED.**

Moved by: Sharon Pfaff

Seconded by: Deborah Hook

THAT the Board of the Chatham-Kent Health Alliance receive the Fourth Quarter Patient Experience Report including Patient Complaints for 2018-2019 as presented. **CARRIED.**

Moved by: Sharon Pfaff

Seconded by: Alan Wildeman

THAT the Board of the Chatham-Kent Health Alliance receive the Fourth Quarter Performance Scorecard Indicators report for the period January 1, 2019 to March 31, 2019 as presented and **FURTHER THAT** the Board direct Administration to post the report publicly. **CARRIED.**

5.2 Standing Committee report from the Governance & Nominating Committee from the meeting held on Tuesday, May 2, 2019.

Deborah Hook, Chair, Governance & Nominating Committee reviewed the Standing Committee report from the Governance & Nominating Committee from the meeting held on Tuesday, May 2, 2019. She noted the Committee reviewed the report regarding Open Board Meetings, the proposed Continuing Education plan for 2019-2020 Board year, the Building Committee Draft Terms of Reference and the Strategic Planning Monitoring Report for the Fourth Quarter for the period of January 1, 2019 to March 31, 2019. She noted the Committee re-examined the posting of Board agenda packages publically and webcasting the open Board Meetings. She noted the hospital currently holds media events following each Board meeting in addition to press releases and posting the approved open Board minutes. The Committee would like recommend posting the agenda and revisit the open meetings in one year.

After review, discussion, deliberation on the information provided and all questions asked were answered to the satisfaction of the Board of the Chatham-Kent Health Alliance, the Board approve the following:

Moved by: Deborah Hook

Seconded by: Kathryn Biondi

THAT the Board of the Chatham-Kent Health Alliance approve the following:

- (i) that the Board maintain the current practices with the addition of posting the Open Board Agenda two (2) days before the Board meeting, and
- (ii) that the Governance & Nominating Committee review the current practices in one (1) year. **CARRIED.**

Greg Aarssen, Chair noted that the motion relating to Open Board Meetings that was approved at the Open Board meeting held on Thursday, March 28, 2019 needed to be rescinded and he called for a mover and seconder.

Moved by: Geetu Pathak

Seconded by: Brian Glover

THAT the Board of the Chatham-Kent Health Alliance **rescind** the motion from the Board meeting held on Thursday, March 28, 2019 as follows:

THAT the Board of the Chatham-Kent Health Alliance endorse the full package for the open board meetings be posted publicly at least 2 days prior to the Board meeting and that the open board meetings be broadcast via webcast to the public subject to confirmation that the appropriate policies are in place and subject to testing before going live. **CARRIED.**

Moved by: Deborah Hook

Seconded by: Kathryn Biondi

THAT the Board of the Chatham-Kent Health Alliance adopt the proposed continuing education plan for 2019-2020 Board year as amended to include a Board Retreat on building and strategic contemplation for Summer/Fall 2019. **CARRIED.**

Greg Aarssen, Chair noted that a couple of Board members expressed interest in the Building Committee. He noted if any other Board members was interested to please connect with him by the end of the week.

Moved by: Deborah Hook

Seconded by: Brian Glover

THAT the Board of the Chatham-Kent Health Alliance approve the Building Sub-Committee Terms of Reference as amended and **FURTHER THAT** Board members be canvassed for interest in this Committee for the 2019/20 year and that targeted community representative recruitment be undertaken to fill the two citizen representative positions. **CARRIED.**

Moved by: Deborah Hook

Seconded by: Sharon Pfaff

THAT the Board of the Chatham-Kent Health Alliance receive the Strategic Planning Monitoring Report for the Fourth Quarter for the period of January 1, 2019 to March 31,

2019 as presented and **FURTHER THAT** the Board direct Administration to post the report publicly. **CARRIED.**

5.3 Standing Committee report from the Resources Committee from the meeting held on Tuesday, May 21, 2019.

Robert Dye, Chair, Resources Committee reviewed the Standing Committee report from the Resources Committee from the meeting held on Tuesday, May 21, 2019. He noted the Committee reviewed the External Consultant Fees and Senior Officer Expense Reports, the Compliance Charter Report and the Financial Results up to March 31, 2019.

After review, discussion, deliberation on the information provided and all questions asked were answered to the satisfaction of the Board of the Chatham-Kent Health Alliance, the Board approve the following:

Moved by: Robert Dye
Seconded by: Deborah Hook

THAT the Board of the Chatham-Kent Health Alliance receive the Consultant Fees Report and Executive Staff and Board Expenses reports for the period ending March 31, 2019 as presented and **FURTHER THAT** the Board direct Administration to post the reports publicly. **CARRIED.**

Moved by: Robert Dye
Seconded by: Kathryn Biondi

THAT the Board of the Chatham-Kent Health Alliance endorse the Compliance Charter Report for the period ending April 30, 2019 and **FURTHER THAT** the Board direct Administration to post the Compliance Charter publicly as required. **CARRIED.**

Moved by: Robert Dye
Seconded by: Brian Glover

THAT the Board of the Chatham-Kent Health Alliance accept the report regarding the financial results for the period ending March 31, 2019 as presented. **CARRIED.**

6.0 Matters for Review

6.1 Report from Lori Marshall, President & Chief Executive Officer dated Thursday, May 23, 2019 regarding Annual Attestation in Accordance with Relevant Legislation.

The Board of the Chatham-Kent Health Alliance reviewed report from Lori Marshall, President & Chief Executive Officer dated Thursday, May 23, 2019 regarding Annual Attestation in Accordance with Relevant Legislation.

After review, discussion, deliberation on the information provided and all questions asked were answered to the satisfaction of the Board of the Chatham-Kent Health Alliance, the Board approve the following:

Moved by: Robert Dye

Seconded by: Betty Schepens

THAT the Board of the Chatham-Kent Health Alliance

- i) approves the attestation by the CEO with respect to compliance requirements as set out in the Hospital Service Accountability Agreement 'H-SAA' and the Multi-Sector Service Accountability Agreement 'M-SAA' April 1, 2018 to March 31, 2019;
- ii) direct the Board Chair to sign the Declaration of Compliance issued pursuant to the Multi-Sector Service Accountability Agreement effective April 1, 2018 and submit to the Erie St. Clair LHIN by the deadline of June 30, 2019;
- iii) direct the Board Chair and Chief Executive Officer to sign Annual Attestation confirming compliance with the Broader Public Sector Accountability Act, 2010 (BPSAA); and
- iv) direct Administration to post the full Declaration of Compliance and Annual Attestation publicly. **CARRIED.**

6.2 Report from Zoja Holman, Interim VP, Planning & Performance dated Tuesday, May 14, 2019 regarding Privacy Report.

The Board of the Chatham-Kent Health Alliance reviewed report from Zoja Holman, Interim VP, Planning & Performance dated Tuesday, May 14, 2019 regarding Privacy Report.

After review, discussion, deliberation on the information provided and all questions asked were answered to the satisfaction of the Board of the Chatham-Kent Health Alliance, the Board approve the following:

Moved by: Deborah Hook

Seconded by: Kathryn Biondi

THAT the Board of Chatham-Kent Health Alliance having reviewed the Privacy Report, noting no areas of concern, receive the report as presented. **CARRIED.**

7.0 Other Business / Emerging Risks and Trends

- 7.1** Greg Aarssen, Chair, extended a special thank you to all the Committee Chairs and Members for all the work completed at the Committee level for the past year.

Lori Marshall, President & Chief Executive Officer informed the Board that Debbie Ancocik, Vice President, Human Resources has announced that she will be retiring from Chatham-Kent Health Alliance at the end of June with fifty years of service.

Moved by: Alan Wildeman

Seconded by: Dan Miskokomon

THAT the Board of Chatham-Kent Health Alliance sincerely acknowledge and thank Debbie Ancocik for the many years of service with Chatham-Kent Health Alliance and wish her all the best in her retirement. **CARRIED.**

Greg Aarssen, Chair noted that after discussion with Dan Miskokomon, the September Board meeting is expected to take place at Walpole Island First Nation with the Cultural Sensitivity Training taking place before the Board meeting at 2:00 pm.

8.0 Next Meeting and Adjournment

8.1 Reminder: The Chatham-Kent Health Alliance Annual Meeting is scheduled for Thursday, June 27, 2019 at 4:00 pm, at Chatham-Kent Health Alliance, FMUA, 80 Grand Ave. W., Chatham, ON N7M 5L9 following by a special In Camera Board meeting.

The next regular Open Board meeting is scheduled for Thursday, September 26, 2019 at 4:00 pm, Walpole Island First Nation, 117 Tahgahoning Road, Walpole Island, Ontario.

There being no further business, the Open Board meeting adjourned at 5:07 pm.

Greg Aarssen, Board Chair
Chatham-Kent Health Alliance

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