

Acting Chair:	Rob Hall, 1 st Vice Chair	
Elected Directors:	Ed Archer, Director Jake Arnold, Director Doug Frost, Director Michael Gleason, Director	Harry Hughes, Director Kirsten Parker, 2 nd Vice Chair Jeff Scott, Director Michael Smith, Director
Ex-Officio Directors:	Dr. Geoffrey Bond, President, Medical Staff Wayne Hubbard, President, RVH Auxiliary Dr. Don DuVail, Vice President, Medical Staff	Sharon Partridge, Interim Chief Nursing Officer Dr. Jim Shaver, Chief of Staff Janice Skot, President and CEO
Staff Resources:	Eric Dean, CEO, RVH Foundation Joni Jones, Sr Administrative Assistant, Recorder Suzanne Legue, Chief Communications Officer Lindsey Crawford, VP, Patient Programs	Hilary Rodrigues, VP, Chief Financial Officer Wendy Sallows, Governance & Partnership Liaison Nancy Savage, Executive Vice President Dr. Chris Tebbutt, VP, Academic & Medical Affairs
Regrets:	Brian Bentz, Director Shari Elliott, Director	Rick Horst, Chair
Guests:	Pam Watt, MHSc Student	

1.0 CALL TO ORDER

The Acting Board Chair called the meeting to order at 4:00 pm.

Quorum - There being only three regrets, quorum was attained.

Declaration of Conflicts - No conflicts of interest noted.

Approval of Agenda - It was *duly moved, seconded and carried* to accept the January 28, 2014 agenda as circulated.

The Acting Chair reviewed items enclosed in the Board file before them.

2.0 QUALITY EDUCATION SESSION

The VP, Academic & Medical Affairs provided an education session on Accreditation, which is a process for organizations to regularly and consistently examine and improve their service; is a quality improvement tool to identify areas of growth and opportunity; and is a measure of an organizations service to compare and measure excellence.

4.0 CONSENT AGENDA

The following consent agenda items were pre-circulated:

- Minutes of Board Meeting (Nov 26)* - *to be approved*
- Fiscal Advisory Committee Minutes (June 13)* - *to be received*
- Fiscal Advisory Committee Report (Dec 5)* - *to be received*
- Governance Committee Minutes (Oct 23 13)* - *to be received*

The following motion was ***duly moved, seconded and carried*** to approve the MAC 2013/14 Work Plan with amendments.

The following motion was **duly moved, seconded and carried** to approve the Joint Conference Committee 2013/14 Work Plan as circulated.

- Governance Committee Report (Jan 22)* - *to be received*
- Medical Advisory Committee Report (Jan 28 14)* - *to be approved*
- Performance & Audit Committee Minutes (Nov 19)* - *to be received*
- Performance & Audit Committee Report (Jan 21)* - *to be received*
- Quality Committee Minutes (Oct 15)* - *to be received*

The following motion was **duly moved, seconded and carried** to accept the 2013/14 Quality Committee Work Plan as circulated.

- Quality Committee Report (Dec 10)* - *to be received*

The following motion was **duly moved, seconded and carried**:

WHEREAS the Board of Directors reviewed the January 28, 2014 Consent Agenda;

BE IT RESOLVED that the Board of Directors approve and receive the January 28, 2014 Consent Agenda as presented.

5.0 BUSINESS ARISING

The Acting Chair noted that in follow up to the November board meeting and questions relating to the Medical Advisory Committee, the Governance Committee reviewed the response from legal counsel and as RVH's current practices are compliant with the Guide to Good Governance and legislation, no further action is required at this time.

6.0 CHAIR'S REPORT

The Acting Chair reviewed the November board meeting evaluation comments; reminded the board that annual board and committee surveys will be circulated for completion in March; and provided thank you and acknowledgements to board members who participated in recent functions.

Kirsten Parker, 2nd Vice Chair, provided a brief review of the "Leadership by Influence: A prescription for Highly Effective Boards" seminar that the Executive Committee attended, hosted by the OHA Governance Centre of Excellence.

The Board recognized Sharon Partridge, CNO and Board Member for her 43 years of service to RVH and congratulated her on her upcoming retirement.

7.0 CEO REPORT

The President and CEO provided a presentation on the *Italian Health Care System* and her visit to four different cities in Italy with the Canadian College of Health Leaders.

MY CARE

Janice Skot, President and CEO, provided a *My Care* overview and Sharon Partridge, CNO and Nancy Savage, EVP, Patient & Family Experience provided presentations on building a framework for a Patient Family Advisor Program at RVH and the Regional Clinical Plan respectively. These programs will focus on RVH's *My CARE* philosophy and driving clinical excellence at RVH.

- Patient & Family Advisory

Sharon Partridge, CNO, advised the board that RVH is working towards developing and designing a corporate Patient Family Advisor Framework to support Royal Victoria Regional Health Centre's **MY CARE** philosophy which will represent the voice of patients and families. The planning team structure, the plan and next steps were reviewed.

Harry Hughes was excused from the meeting at 5:30 pm.

DRIVE CLINICAL EXCELLENCE

- Regional Clinical Plan

Nancy Savage, EVP, Patient & Family Experience, provided a progress report of RVH's Clinical Priorities Plan (2007), the purpose and process of the new **MY CARE** Regional Clinical Plan for 2014-2020; regional and program recommendations and timelines involved. The President and CEO noted that a motion will be brought to the board in March to request support of the plan.

- Advanced Cardiac Care Update

The President and CEO provided an update on advanced cardiac care facilitated integration in the North Simcoe Muskoka and Central LHINs between RVH and Southlake noting that this integration is an important part of the evolution of health care. It was noted that the NSM LHIN Board will approve the integration in February and the Central LHIN in March, and indicated that health care board approval is not required. It was also noted that Cardiac Care Network's response to the original request has been received and a response will be provided by March 31 as originally planned.

- Regional Cancer Plan

Lindsey Crawford, VP, Patient Programs, provided a review of the 2013-2016 Simcoe Muskoka Regional Cancer Plan, which was developed by the Regional Cancer Steering Committee and will be launched in early 2014, entitled "Patients as Partners in Care". Lindsey reviewed the six regional goals and next steps.

FOUNDATIONAL SUCCESS FACTORS

- 2013/14 Year to Date Financials

The Acting Board Chair requested that this topic be discussed in camera.

It was **duly moved, seconded and carried** to go in camera.

It was **duly moved, seconded and carried** to go out of in camera.

8.0 MATTERS REQUIRING DECISION

Hospital Services Accountability Agreement (H-SAA)

As there is no new information to be provided at this time, this agenda item will be deferred.

Code of Conduct – Values in Action

The Acting Chair noted that the Code of Conduct Policy #09-18 has been updated to reflect the new Mission, Vision and Values and also now applies to everyone who works, practices and volunteers at RVH. The policy was significantly shortened, using language directly from our Values. In addition to these changes, the Collaborative Resolution Procedure was removed from the policy for the purposes of brevity and is now a self-standing procedure that is maintained by Human Resources and Medical Affairs.

The following motion was **duly moved, seconded and carried**:

WHEREAS the Code of Conduct Policy – Values in Action #09-18 has been significantly shortened and updated to reflect the new Mission, Vision and Values that were introduced to the organization; and

WHEREAS the Code of Conduct – Values in Action now applies to everyone who works, practices and volunteers at RVH;

WHEREAS the Governance Committee has reviewed the Code of Conduct – Values in Action and recommends approval to the Board of Directors;

BE IT RESOLVED that the RVH Board of Directors approves the RVH Code of Conduct – Values in Action policy #09-18 as presented.

It was noted that the Board will sign the new Code of Conduct at the March board meeting.

Board Awards of Excellence 2013

The Acting Chair reminded the board that the names of the 2013 recipients are to remain confidential until the awards ceremony in March. The Acting Chair thanked Shari Elliott, Michael Gleason and Jake Arnold for participating on the Board of Directors Award of Excellence Selection Committee, noting that there was an overwhelming response, with over 25 nominations.

The following motion was **duly moved, seconded and carried**:

WHEREAS the Awards of Excellence Committee met on December 12, 2013 to review the nominations brought forward for the Board Awards; and

WHEREAS the following people were recommended to receive the Board of Directors Awards of Excellence:

Physician Candidate - **Dr. Doug Hemphill**, Surgery Division Lead, GI
Staff Candidate - **Iris Laycock**, Coordinator, Health and Wellness
Volunteer Candidate - **Betty Fyshe**, RVH Volunteer, former Auxiliary President
Director/Manager Candidate - **Mary Riggin-Springstead**, Manager, Child & Youth Outpatient Services

BE IT RESOLVED that the Board of Directors approves the recommendations from the Awards Review Committee for the 2013 RVH Board of Director Awards of Excellence as circulated.

Physician Human Resource Plan

Dr. Jim Shaver, Chief of Staff, introduced the topic of the Physician Human Resource Plan and Dr. Chris Tebbutt, VP, Academic & Medical Affairs, reviewed the development process, both historical and current; projected recruitment requirements; risks; strategies; and enhancements for 2014.

A discussion ensued.

The following motion was **duly moved, seconded and carried**:

WHEREAS the Medical Advisory Committee is required under the Professional Staff By-Laws to recommend to the Board for approval, on an annual basis, a professional staff resource plan for each department of the Professional Staff that is consistent with the strategic directions of Royal Victoria Regional Health Centre and the *Public Hospitals Act*, Section 44(2) regarding cessation of services; and

WHEREAS the Medical Advisory Committee reviewed and recommends to the Board of Directors the approval of the Human 2013-2018 Resource Plan; and

WHEREAS the Board received a presentation on the 2013-2018 Physician Human Resources Planning Guide;

BE IT RESOLVED that the RVH Board of Directors approve the 2013-18 RVH Physician Human Resources Planning Guide as presented.

Physician Credentialing

The Acting Board Chair requested that this topic be discussed in camera.

It was **duly moved, seconded and carried** to go in camera.

It was **duly moved, seconded and carried** to go out of in camera.

The following motion was **duly moved, seconded and carried:**

WHEREAS the Medical Advisory Committee approved the 2014 Physician Credentials dated December 2, 2013; and

WHEREAS the Board of Directors reviewed the 2014 Physician Credentials as recommended by the Medical Advisory Committee;

BE IT RESOLVED that the RVH Board of Directors approve the 2014 Physician Credentials as presented.

9.0 MATTERS FOR DISCUSSION

Meditech Health Care Information System

The President and CEO requested that this item be added to the agenda and that the discussion conducted in camera.

It was **duly moved, seconded and carried** to go in camera.

It was **duly moved, seconded and carried** to go out of in camera.

10.0 OTHER BUSINESS

Auxiliary Report

The RVH Auxiliary Report was pre-circulated for information purposes only. The Auxiliary President noted that the Auxiliary year end audit will take place at the end of January. The Auxiliary President invited the board of directors to attend a wrap up ceremony on February 14 @ 10:30 am for presentation of a \$400,000 cheque to RVH which will be the completion of the Auxiliaries \$1.5m commitment to the Cardiac Care Unit.

Foundation Report

The RVH Foundation Report was pre-circulated for information purposes only.

11.0 NEXT MEETING

Tuesday, March 25, 2014 – David Blenkarn "I Believe" room 2C045.

11.0 ADJOURNMENT

There being no further business the meeting was adjourned at 7:15 pm.

A session of independent directors (*without management or related directors present*) was held following adjournment of the meeting of the corporation.

Respectfully submitted,



Rob Hall, Acting Chair



Janice M. Skot, Secretary