



<b>Chair:</b>	Rob Hall, Acting Board Chair	
<b>Elected Directors:</b>	Jake Arnold, Director Shawn Binns, Director Doug Frost, Director Michael Gleason, Director	Harry Hughes, Director Barbara Love, Director Michael O’Keefe, 2 <sup>nd</sup> Vice Chair Charlotte Wallis, Director
<b>Ex-Officio Directors:</b>	Treva McCumber, VP, Chief Nursing Executive Dr. Sandy McDonald, President, Medical Staff Dr. Kerstin Mossman, VP, Medical Staff	Janice Williams, President, RVH Auxiliary Janice Skot, President & CEO Dr. Paul Voorheis, Interim Chief of Staff
<b>Staff Resources:</b>	Nicola Charity, Sr Admin Assistant, Recorder David Coward, VP & CHRO Lindsey Crawford, VP Patient Programs Suzanne Legue, VP Strategy, Communications	Ben Petersen, VP, Chief Financial Officer Wendy Sallows, Governance & Partnership Liaison Nancy Savage, Executive Vice President Dr. Chris Tebbutt, VP, Medical Affairs & Quality
<b>Regrets:</b>	Eric Dean, CEO, RVH Foundation Kirsten Parker, Board Chair Douglas Jure, Director	Jeff Scott, Director Val Smith, Chief Transformation Officer
<b>Guests:</b>	Dr. Matt Follwell, Chief Oncology* Peter Tretter, Dialysis Patient*	Mitch Hagins, Studer Group Canada*

*\*partial attendance*

**1.0 CALL TO ORDER**

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

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

The Board Chair welcomed all board members and guests to the meeting.

**2.0 SPECIAL PRESENTATION**

Dialysis patient, Peter Tretter reviewed the benefits of RVH’s in-centre dialysis clinic and extended his gratitude on behalf of patients from the Barrie and Alliston area.

*Peter Tretter was excused from the meeting at 4:15 pm.*

**3.0 APPROVAL OF AGENDA/CONSENT AGENDA/Declaration of Conflicts**

**Declaration of Conflicts** - No conflicts of interest were noted.

The Board Chair reviewed the pre-circulated Agenda and Consent Agenda items and the following motion was **duly moved, seconded and carried**:

**BE IT RESOLVED** the Board of Directors approves the May 31, 2016 Agenda, including Consent Agenda, as presented.

**4.0 QUALITY EDUCATION SESSION**

**Medical Assistance in Dying**

The VP, Medical Affairs & Quality and Chief of Oncology reported that RVH has been closely monitoring and preparing for the passing of Bill C-14 – legislation supporting medical assistance in dying (MedAID). The

federal government has passed the bill, but the legislation must pass in the Senate before it can be proclaimed law. The RVH MedAID Committee, made up of hospital and community representatives, convened April 15, 2016, to develop a corporate policy and procedure. This committee continues to work closely with community partners, through the LHIN working group to connect our processes and prepare for further direction from College of Physicians and Surgeons (CPSO), Federal and Provincial governments.

In response to a question, a framework for conscientious objection was discussed as well as the current requirement for a court order pending legislation.

The Board of Directors have been invited to participate in an OHA Webcast – MedAID and the role of the board on June 8, 2016.

*Dr. Matt Follwell was excused from the meeting at 4:30 pm.*

#### ***Engagement & Communications Strategy Update***

The VP, Strategy, Communication & Stakeholder Relations reported that by legislation of the Local Health Integration Act we must engage the community when developing plans and setting priorities of health services. The health centre's engagement and communication principles, plan, tracker and communications activity were reviewed and discussed.

In addition, RVH's Corporate Communications team were recently recognized with three prestigious industry awards. On behalf of the Board, the Acting Chair extended congratulations to the Corporate Communications team.

#### ***MY CARE Culture & Strategy Update***

The President & CEO and General Manager, Studer Group Canada provided a comprehensive *MY CARE* Culture & Strategy and Studer partnership annual update. The RVH – Studer partnership, RVH flywheel, employee and physician engagement, QIP results and targets, corporate scorecard and ongoing organizational opportunities were reviewed and discussed in detail.

The Board Acting Chair thanked Janice and Mitch for their time, informative presentation and discussion.

*Mitch Hagins was excused from the meeting at 5:22 pm.*

### **5.0 CHAIR'S REPORT**

*The Acting Chair reviewed the items in the folder.*

#### ***March Board Meeting Evaluation***

The Acting Board Chair commented on the March meeting evaluation. The results were positive, commenting on how much members enjoyed the rounding session and the quality education sessions that were informative and concise.

#### ***Board Rounding***

The Acting Board Chair thanked Board members for participating in the Board Rounding in Imaging Services. Board members commented on the enthusiasm of the staff and the advancements in the state of the art equipment.

#### ***Board Planning & Development Meeting***

The Acting Board Chair thanked the board for participating in the recent Board Planning and Development meeting. The initial feedback is very positive with board members appreciated the governance overview, education session on MedAID and the broader discussion on healthcare transformation.

### ***Board Conference/Committee/Peer Evaluation Review***

The Acting Board Chair thanked the board for taking time to complete the annual board surveys in order to ensure best practice and meet Accreditation standards.

### ***Thank You and Acknowledgements***

The Board Chair extended appreciation and acknowledgements to board members who participated in the OHA Conference for Board Finance Committee members, LHIN Mental Health & Addictions Day, LHIN Care Connections Annual Forum and the Studer Conference.

### ***Board Member Update***

The Acting Chair informed the Board that Director, Jeff Scott has resigned from the board due to personal and business commitments. Although Jeff had sent regrets for the meeting, the Board Chair and President & CEO on behalf of the Board, have wished Jeff the very best and thanked him for his valuable time and contribution to the Board.

In addition, the Acting Chair extended the Board's gratitude to outgoing Interim Chief of Staff, Dr. Paul Voorheis and President Medical Staff, Dr. Sandy McDonald. Dr. Jeffrey Tyberg, incoming Chief of Staff will be joining RVH September 1, 2016.

The President & CEO also acknowledged Senior Team member David Coward, VP & Chief Human Resources Officer who will be leaving RVH in June. On behalf of the Board, the Acting Chair extended thanks to David for more than a decade of service and commitment to RVH.

## **6.0 CEO REPORT**

A detailed CEO's report was circulated with the Board package for information purposes.

### ***MY CARE***

#### ***From Our Patients***

The President & CEO read a letter received recently from a family member commending the excellent, knowledgeable, and compassionate care provided to her husband recently at RVH.

#### ***Healing Circle***

The President & CEO reported on the Healing Circle Opening Ceremony May 10<sup>th</sup> in the cancer centre garden. RVH's commitment to diversity ensures equitable access and culturally sensitive care.

#### ***Rotary Fun Run***

The 29<sup>th</sup> Annual Rotary Fun Run took place May 25<sup>th</sup> along Barrie's waterfront and raised \$30,000 towards the Rotary Club of Barrie's \$350,000 pledge to the Hearts & Minds campaign.

### ***Drive Clinical Excellence***

#### ***Regional Clinical Services Plan***

The Executive Vice President, Patient & Family Experience provided a year 2 progress report on the Regional Clinical Services Plan which is aligned with the RVH *MY CARE* strategic plan, specifically "Drive Clinical Excellence". The plan was approved by the Board in March 2014 and will conclude in 2020. The timeline chart outlined the initiatives, five of which have been completed including operationalizing Gyne Oncology, Stroke Distinction, Clinical Simulation Lab-Plan Proposal, Philosophy / Model for Geriatrics Excellence and In-hospital Neurology Consultation.

#### ***Advanced Cardiac Care***

The Executive Vice President, provided an update on Advanced Cardiac Care, outlining the status of the current projects and highlighting recent wins including:

- Echo ultrasound equipment
- Cardiovascular rehabilitation program
- Cardiovascular information system (CVIS)
- CCN cardiac program framework

The President & CEO reported on the Health Minister's visit and announcement of \$9.1M capital plus an additional \$2M to base operational funding, as well as the success of Radio for Cardiology. The ongoing successful collaboration between RVH and Southlake was also acknowledged.

### ***Child & Youth Mental Health***

The Vice President, Patient Programs provided an update on Child & Youth Mental Health outlining the status of the current projects, focusing on the projects that are currently underway. Professional staff recruitment remains a challenge but we continue to recruit on a national and international level. RVH is working diligently with the NSM LHIN and MoHLTC to overcome current challenges and move this project forward.

### ***Kidney Care Update***

The Vice President, Patient Programs provided an update on the status of the Kidney Care Program at RVH, outlining the status of the current projects, focusing on the projects that are currently underway. Recent wins including the successful launch of the In-Centre Hemodialysis Clinic on April 4<sup>th</sup> were highlighted. Next steps include the June launch of inpatient peritoneal dialysis and procurement of a central water plan.

### ***ED Performance Indicators***

The Vice President, Transitions, Diagnostics & Chief Nursing Executive provided an update on the Emergency Department (ED) performance indicators as distributed. The challenges over the past two years, the current state of the ED and next steps including the launch of the 18 month ED intensive were reviewed in detail.

In response to a question, the VP & CNE reviewed the wait time for complex patients Canadian Triage and Acuity Scale (CTAS) process. These statistics are tracked and reviewed monthly.

*Lindsey Crawford was excused from the meeting at 6:33 pm.*

## **Value People**

### ***Nurses Week Overview***

The Vice President, Transitions, Diagnostics & Chief Nursing Executive provided an overview of the energized and successful nurses' week May 9-15. The RVH values were this year's guiding principle and the focus was not only to celebrate the excellent care that our nurses provide but to create events that were inclusive for everyone as we *Work Together* as Team RVH.

## **Foundational Success Factors**

### ***Hearts and Minds – Deferred to November***

In response to a question, the President & CEO and President Medical Staff reported on the recent week long mission to Haiti which included 13 RVH medical professionals and \$16,000 in donated medical supplies.

## **7.0 MATTERS REQUIRING DISCUSSION**

### ***Quality Committee Update***

Chair of the Quality Committee provided the Board with a summary of the May committee meeting, which included three quality education sessions, research activity report, quality and patient safety metrics, Q4 performance scorecard and an update on the ED.

### **Legal Update**

Vice President, Medical Affairs and Quality, provided a legal update.

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

In camera discussion ensued.

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

### **Professional Staff By-Laws**

The Interim Chief of Staff reported following a year of extensive review by medical staff, legal counsel, sub-committees of MAC and the Senior Leadership Team the Professional Staff By-law 2016 was recommended for approval to the Board of Directors by the Medical Advisory Committee on May 19, 2016. The Board of Directors Governance Committee reviewed and recommended approval to the Board of Directors on May 25, 2016. In order to align with proper notification timelines as per the By-laws, the Board will review and discuss the by-laws as distributed and the final draft will go forward to the Board of Directors and the Members of the Corporation on June 21, 2016 for final approval.

## **8.0 MATTERS REQUIRING DECISION**

### **Election of Directors**

The Governance Committee Chair provided an update on the recent board member recommendation for election of directors.

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

**WHEREAS** Douglas Jure is completing a one year appointment and Jake Arnold, Doug Frost and Michael Gleason are completing their first three year term;

**BE IT RESOLVED** that the Board of Directors approves the election of Douglas Jure for a first term with an end date of June 2019 and Jake Arnold, Doug Frost and Michael Gleason for a second term with an end date of June 2019.

### **MY CARE Strategic Plan Refresh**

The Vice President, Strategy, Communications & Stakeholder Relations provided an update on the MY CARE strategic plan refresh. In the fall, the refresh incorporated feedback from over 1500 staff, physicians, volunteers, patients, families, board members and external stakeholders giving us an opportunity to validate and recommend changes.

Discussion ensued.

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

**BE IT RESOLVED** that the RVH Board of Directors accepts the 2016 MY CARE Strategic Plan Goal Refresh 2013-2020.

### **Audited Financial Statements Y/E March 31, 2016**

The Vice President Corporate Services & CFO provided an overview of the audited financial statements focusing on the statement of operations, total margin, total weighted cases and current ratio. The CFO provided a comprehensive review of the year-end surplus, the contributing factors and the plan for strategic reinvestment.

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

**BE IT RESOLVED** that the RVH Board of Directors accepts the recommendation of the Finance and Audit Committee and approves the audited financial statements of the Royal Victoria Regional Health Centre for the year ended March 31, 2016.

**Strategic Reinvestments**

The Vice President Corporate Services & CFO provided a fulsome overview of the strategic reinvestment plan.

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

**WHEREAS** the results for the 2016/17 fiscal year provided a \$12.4 million operating surplus and a working capital surplus of \$16.6 million; and

**WHEREAS** management has proposed to the Finance & Audit Committee and the Board of Directors a list of strategic re-investments;

**BE IT RESOLVED** that the Board of Directors approve the list of strategic re-investments as presented.

**Annual Appointment of Auditors 2016/17**

The Vice President Corporate Services & CFO reported management is satisfied with the service of Deloitte.

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

**BE IT RESOLVED** that the Board of Directors accepts the recommendation of the Finance and Audit Committee and approves the appointment of Deloitte as the auditors of record for the Royal Victoria Regional Health Centre for 2016/17.

**COHPA Service Agreement Extension**

The Vice President Corporate Services & CFO reported RVH is currently in a 10-year Service Agreement expiring September 26, 2016 with COHPA. As the Ministry of Government and Consumer Services and the Ministry of Health and Long Term Care are currently developing a rationalization strategy for shared service organizations with anticipated results in early 2017, the COHPA Board wishes to be proactive in the development of the provincial strategy. COHPA expressed an interest to extend the current contract by one year to allow time to review the future government strategies.

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

**BE IT RESOLVED** that the RVH Board of Directors accepts the recommendation of the Finance and Audit Committee to extend the COHPA Service Agreement by one year from March 26, 2018 to March 26, 2019.

**Banking Credit Facilities**

The Vice President Corporate Services & CFO reported on RVH's current credit facilities with the Bank of Montreal (BMO) that were negotiated in 2008. The Vice President Corporate Services & CFO and Director of Finance worked closely with BMO to update the pre-circulated facilities which were reviewed and discussed in detail by the Finance & Audit Committee May 24, 2016.

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

**WHEREAS** RVH Management has negotiated updated terms and conditions with the Bank of Montreal to meet the financing requirements of RVH;

**WHEREAS** the RVH By-laws allow the Board of Directors to borrow on the credit of the Corporation;

**WHEREAS** the Board has approved a Delegation of Approval Authority Policy;

**BE IT RESOLVED** that RVH Board of Directors accepts the recommendation of the Finance and Audit Committee and authorizes the borrowing for up to \$58,100,000 consistent with the Indicative Term Sheet dated April 25, 2016 as presented.

**9.0 OTHER BUSINESS**

***RVH Auxiliary Report***

In addition to the pre-circulated report, the President reported on a recent cheque presented from Nevada sales towards the purchase of vital equipment. The RVH Auxiliary has recently implemented the process to change their name from Royal Victoria Hospital Auxiliary to Royal Victoria Regional Health Centre Auxiliary to better align with the health centre. The President also reported that she will continue in the role of President to the AGM in May 2017.

***RVH Foundation Report*** – *circulated for information only*

**10.0 NEXT MEETING**

***Special Meeting***

(Approval of Professional Staff By-laws) – Tuesday, June 21, 2016

***Annual General Meeting***

Tuesday, June 21, 2016

***Regular Meeting***

Tuesday, September 27, 2016

**11.0 ADJOURNMENT**

There being no further business the meeting was adjourned at 7:30 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