



- Chair:** Michael O’Keefe, Board Chair
- Elected Directors:** Shawn Binns, Director
Linda Collins, Director
Doug Frost, 2nd Vice Chair
Jim Gerhart, Director
Michael Gleason, Director
- Douglas Jure, Director
Barbara Love, Director
Wendy Miller, Director
Jason Teal, Director
Charlotte Wallis, 1st Vice Chair
- Ex-Officio Directors:** Dr. Dave Boushy, Vice President, Medical Staff
Dr. Emily Chan, President, Medical Staff
Treva McCumber-Doehn, VP, Patient Programs & Chief Nursing Executive
- Lise McCourt, President, RVH Auxiliary
Janice Skot, President & CEO
Dr. Jeffrey Tyberg, Chief of Staff
- Regrets:** Kimberly Matheson, Director
- Staff Resources:** Nicola Charity, Sr Admin Assistant, Recorder
Eric Dean, CEO, RVH Foundation
Suzanne Legue, VP Strategy, Communications
Ben Petersen, VP, Chief Financial Officer
- Nancy Savage, Executive Vice President
Darrell Sewell, VP, Chief Human Resources Officer
Dr. Chris Tebbutt, VP Academic & Medical Affairs
- Guests:** Carolyn Forgie-French, PFAC Representative^
Marty Pigden, PFAC Co-Chair, Quality Committee Member^
Team RVH Awards Recipients^

^partial attendance

1.0 CALL TO ORDER

The Chair called the meeting to order at 4:05 pm.

Quorum - There being one regret, quorum was attained.

The Board Chair extended a welcome to board members.

2.0 Team RVH Award Recognition

The Chair congratulated the Intensive Care Unit (ICU) team who have once again received the Trillium Gift of Life Provincial Conversion Rate Award.

The Chair congratulated the Children’s Development Services Team who recently received the “Healthy Community Award” for Children’s Development Services from the Lake Simcoe Conservation Authority for the innovative ‘Therapy in the Woods’ program.

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 as follows:

- Minutes of Board Meeting (Sep 25 18)* - *to be approved*
- Capital Planning Committee Summary Report (Nov 16 18)* - *to be received*
- Finance & Audit Committee Summary Report (Nov 20 18)* - *to be received*

- Audit Service Plan Y/E Mar 31 19

BE IT RESOLVED that the Board of Directors accepts the recommendation of the Finance & Audit Committee and approves the 2019 Audit Service Plan.

- Governance Committee Summary Report (Oct 23 18)* - *to be received*

- Board Policies

BE IT RESOLVED that the Board of Directors accepts the recommendation of the Governance Committee and approves the Board Attendance Policy and the Board Recruitment Policy.

- 2018/19 Governance Performance Management Framework

BE IT RESOLVED that the Board of Directors accepts the recommendation of the Governance Committee and approves the 2018/19 Governance Performance Management Framework.

- RVH Auxiliary Report* - *to be received*
- RVH Foundation Report* - *to be received*

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

BE IT RESOLVED the Board of Directors approves the November 27, 2018 Agenda, including Consent Agenda, as presented.

4.0 QUALITY EDUCATION SESSION

The Executive Vice President, Patient & Family Experience and Regional Vice President, Cancer Care Ontario, Patient Family Advisory Council (PFAC) Co-Chair, Marty Pigden and Committee member, Carolyn Forgie-French provided an overview of PFAC's accomplishments over the past year and initiatives looking forward.

Discussion ensued.

In response to a question, the PFAC Co-Chair emphasized the importance of communication and feedback in improving the patient experience at RVH. In addition, the PFAC member eligibility and recruitment process was reviewed. The EVP, Patient & Family Experience reported PFAC members contribute an enormous amount of time, dedication, commitment, and enthusiasm to RVH.

Marty Pigden and Carolyn Forgie-French were thanked for their dedication to RVH and excused from the meeting at 4:35 pm.

5.0 ITEMS FOR DECISION

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

In Camera discussions ensued regarding approval of the Board of Directors September 25, 2018 In Camera Minutes, Physician Staff Matters and Credentialing.

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

Physician Credentialing / Department Chiefs

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

BE IT RESOLVED that the RVH Board of Directors accepts the recommendation of the Medical Advisory Committee and approves the Chief of Oncology and Chief of Paediatrics, and Physician Credentials as presented in the November 27, 2018 Medical Advisory Committee Report.

6.0 UPDATE REPORTS

CHAIRS REMARKS

The Board Chair reviewed the items in the folder.

Board Rounding

The Board Chair thanked Board members for participating in Board Rounding in the Specialized Senior's Inpatient Unit and provided an opportunity for members to briefly share key learning from the session. The Board also rounded in Imaging Services prior to the November 20th Finance & Audit Committee meeting. The Chair reported attendance has been excellent at the rounding sessions and it is good to see so many positive updates around the health centre that are making a difference for patient and staff satisfaction.

September Board Evaluation

The Board Chair reported that board members appreciated the updated and streamlined board meeting format and the option to complete board member declarations electronically.

Farewell to RVH Board Member

On behalf of the Board, the Board Chair extended thanks to Director, Shawn Binns for his dedication, commitment and contributions to the Board.

Board Recruitment

The Board Chair reported the current board vacancy was discussed at the October Governance Committee meeting. The Governance Committee Chair reported recruitment will commence in January 2019 and asked that board members consider potential candidates.

Quality Committee Summary Report

The Quality Committee Chair provided an overview of the October Quality Committee meeting including two quality committee education sessions, committee orientation, patient experience survey update, accreditation preparation, the Q1 Performance Scorecard, Emergency Department update and quality and safety metrics.

CEO REPORT

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

From Our Patients

The President & CEO read a letter received recently from a patient expressing appreciation for the courteous, considerate, empathetic and sensitive care received during a very difficult time.

Dr. Roberta Bondar – Leading Through Space & Time

The President & CEO reported RVH had a visit and donation of artwork from the Roberta Bondar Foundation. These works are currently on display in the David McCullough Hearts & Minds Gallery. In addition, Dr. Bondar delivered a talk on leadership through space and time.

Gowns & Gloves Gala

The President & CEO reported on the overwhelming success of the inaugural “Gowns & Gloves Gala” November 3, 2018. The event sold out and raised \$326k. The President & CEO thanked the Gala Committee Chair and Master of Ceremonies for their commitment to this very successful event and board members for attending.

Rizzardo Health & Wellness Centre

The President & CEO and Governance Committee Chair recently attended a \$1M donation event in support of the Rizzardo Health & Wellness Centre.

Accreditation Minute

In preparation for the upcoming Accreditation Survey (February 4-7, 2019) and in support of board members, the President & CEO and Governance & Partnership Liaison provided education with a focus on governance process and decision making.

The President & CEO reported on the recent simulated *Code Green*, a full evacuation to test RVH's emergency readiness. This took place in partnership with local municipalities and the County of Simcoe. Mock codes are a regular occurrence at RVH followed by debriefs to discuss wins and opportunities.

Enterprise Risk Management

The President & CEO and Executive Vice President provided a report on Enterprise Risk Management (ERM), an Accreditation Canada standard to ensure an integrated / ERM approach and contingency plans are in place. A fulsome ERM discussion took place at the November Finance & Audit Committee meeting. The EVP, Patient & Family Experience reviewed the RVH ERM lifecycle, top organizational risk and next steps.

Discussion ensued.

In response to a question, the Vice President, Strategy, Communications and Stakeholder Relations reported on reputational risk and mitigation strategies.

MP2 Update

The President & CEO and Vice President, Corporate Services & CFO provided a Master Planning & Programming (MP2) update. RVH's planning process and project schedule was reviewed including master program, site selection, master plan, costing, and the final plan/pre-cap submission. On December 14th, the board, senior leaders and consultants will meet to review and discuss MP2 in detail at the Board Advance.

Regional IT Update

The President & CEO and Vice President, Corporate Services & CFO provided a Regional IT update including review of a letter received October 22, 2018 from the Assistant Deputy Minister, Digital Health Secretariat, MOH LTC regarding Master Service Agreements.

The Regional IT Partnership (CGMH, GBGH, HHCC, RVH) will proceed with a proposal to obtain LHIN endorsement for our regional IT partnership/cluster to upgrade to Meditech Expanse. The primary purpose is to improve patient safety and quality of care by promoting, implementing and maintaining a one patient, one record vision through a single shared health information system. If endorsement is received from the North Simcoe Muskoka (NSM) and Central West LHINs, reaffirmation will be requested from our respective hospital boards in early 2019.

Discussion ensued.

In response to a question, the Vice President, Corporate Services & CFO emphasized participation on the provincial collaborative has formed good relationships and the work on provincial standards continues.

The President & CEO reported that communication with the NSM LHIN is ongoing and the Regional IT Partnership remains optimistic.

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

Team RVH Experience Survey

In Camera discussion ensued.

2019/20 Operating Budget

In Camera discussion ensued.

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

CHIEF OF STAFF REPORT

Medical Advisory Committee Report

The Chief of Staff provided an overview of the Medical Advisory Committee (MAC) report highlighting education, clinical excellence, newly implemented credentialing software, professional staff policies and medical directives, Terms of Reference for MAC and Medical Executive Committee (MEC) and updates on accreditation, LHIN Chiefs of Staff meeting and MP2.

7.0 NEXT MEETING

Board Advance

Friday, December 14, 2018

Regular Meeting

Tuesday, January 29, 2019

8.0 ADJOURNMENT

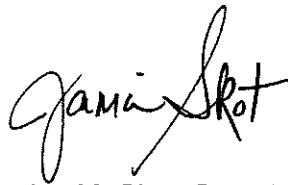
There being no further business the meeting was adjourned at 7:05 pm.

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

Respectfully submitted,



Michael O'Keefe, Chair



Janice M. Skot, Secretary