



**Board of Governors
Minutes of the Public Meeting
Wednesday, March 4, 2015 at 4:30pm
Civic Campus, Kaminski Room**

Governors	Present	Regrets	Governors	Present	Regrets
James McCracken	x		Dr. John Mahoney		x
Dr. Debra Bournes	x		Dr. Helene Perrault		x
Dr. Jacques Bradwejn	x		Marc Seaman	x	
Derek Burney		x	Allan Smith	x	
Kathryn Butler Malette	x		Bashir Surani	x	
Katherine Cotton	x		Gordon Thiessen		x
Claude DesRosiers	x		Lillian Thomsen		x
Emily Gruenwoldt	x		Dr. Jeff Turnbull	x	
Dr. Haissam Haddad	x		Vincent Westwick		x
Dr. Jack Kitts	x		Carole Workman	x	
Patricia Kosseim	x		Jennifer Matthews Recorder	x	
Governors Emeritus					
Mary Dawson		x	Michel Lavigne	x	
Management / Staff					
Honorata Bittner	Cameron Love	Nyranne Martin	Dr Viren Naik	Allison Neill	
Shafique Shamji	Mike Tierney	Dr. Jim Worthington			

AGENDA ITEMS	
1. Call to Order	J. McCracken, Chair, called the meeting to order at 4:30pm and declared the meeting to have been regularly called and properly constituted for the transaction of business.
2. Chair's Opening Remarks	J. McCracken welcomed Governors, staff and members of the public to the meeting. J. McCracken began by congratulating Allan Smith on his recent appointment as Chief Executive Officer of St John's Ambulance. He also thanked Katherine Cotton for acting as Chair during his absence. He highlighted the official opening, in December, of Windôcàge, a new community room which reflects Aboriginal culture. First Nations, Inuit and Métis communities in the Champlain region helped design and name the space, ensuring it represents their culture and it helps put Aboriginal patients and families at ease.
2.1 Disclosure of Conflicts of Interest	No conflicts were declared.

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3.Consent Agenda	<p><i>PBG-2015-213: Consent Agenda</i></p> <p>On a motion duly moved, seconded and carried, the Board of Governors</p> <ul style="list-style-type: none"> • adopted the Agenda for the March 4, 2015; and • adopted the Consent Minutes of the Public Meeting of November 5, 2014.
4. Items Moved from the Consent Agenda	No items were moved from the Consent Agenda.
5.Acknowledgement: Ebola (EVD) Volunteers	<p>J. McCracken welcomed the volunteers to the meeting and highlighted that over 700 TOH staff volunteered for EVD training. He thanked them for their dedication and commitment to TOH and its vision.</p> <p><i>4:40pm – M Seaman joined the meeting.</i></p> <p>J. McCracken invited Cameron Love, EVP and COO to present. C Love began by highlighting how teams from across the organization came together to quickly develop an Operating Plan that addressed a wide variety of factors. The Personal Protective Equipment (PPE) training provided an opportunity to use the Simulation Centre and develop a new training model for future emergencies. He thanked the group for their contribution to the successful initiative.</p> <p>The volunteers then introduced themselves and their role within the EVD preparedness activities. The Governors took the opportunity to learn more about their individual and team contributions.</p> <p>J. McCracken thanked them for coming to the meeting.</p>
6. Presentation: Business Intelligence	<p>J. McCracken invited Dr Alan Forster, Chief Quality and Performance Officer to present Business Intelligence (BI) at TOH. Dr Forster's Discussion Report was pre-circulated in the meeting documentation.</p> <p>Dr Forster began his presentation by explaining the importance of understanding variation in performance and how BI tools can make information more accessible and granular. By understanding variation, efforts can be directed to improve systems and processes as well as understand performance gaps. The BI tool allows data to be viewed through different lenses and therefore have relevant conversations with appropriate supporting information.</p> <p>The Governors discussed reliability of data and the importance of understanding how it is acquired, viewed and used. They also discussed how the tool is used, including training for users, and future improvements.</p>
7. Presentation: Education Portfolio	<p>J. McCracken invited Dr Viren Naik, Vice-President Education to present the Education Portfolio. Dr Naik's Discussion Report and presentation were pre-circulated in the meeting documentation.</p> <p>While the education portfolio is new, education has been and is an important to the</p>

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	<p>mission and vision of TOH. This portfolio will provide structure as well as introduce new initiatives to promote a supporting learning environment across the organization.</p> <p>For patients and families, who are exposed to an increasingly large amount of information, TOH can help them navigate the resources available such as hospital libraries or social media forums. Education can also help patients and families understand the journey they are on and by providing curated resources, manage expectations.</p> <p>In collaboration with educational partners, TOH wants to promote effective and efficient learning opportunities that support competency-based curricula and leverages technology.</p> <p>The Governors had a substantial discussion on the presentation, particularly how the Education Department collaborates with educational partners, particularly the University of Ottawa.</p>
8. President & CEO Report	<p>A copy of the CEO Report was pre-circulated in the meeting documentation. Dr. Kitts supplemented the written report with the following:</p> <ul style="list-style-type: none"> • In addition to increased safety and security measures recently implemented and in response to a changing environment, TOH is increasing its focus on staff safety, particularly in the Emergency Department and Mental Health department to provide a safer environment for all. TOH has established an internal safety office to coordinate responses to safety concerns and ensure compliance with regulations. In addition, the Joint Health and Safety Committees have been revitalised. • TOH achieved an overall Influenza vaccination rate of 73.5%, without making this a compulsory requirement. • He congratulated Dr Turnbull and Dr Roth for their article, published in the HIROC, on managing difficult encounters and the tool kit created. He also congratulated the Chair on his “Community Builder 2014” Award. <p>J McCracken thanked Dr Kitts for his report.</p>
9. Chief of Staff Report	<p>A copy of the Chief of Staff Report was pre-circulated in the meeting documentation. Dr. Turnbull supplemented the written report with the following:</p> <ul style="list-style-type: none"> • He provided a summary of the credentialing process and what to expect at the upcoming Special Meeting of the Board. • Physicians have been engaged in discussions on the budget and appreciate the opportunity to contribute. <p>J McCracken thanked Dr Turnbull for his report.</p>
10. Quarterly Quality Update	<p>J McCracken invited Emily Gruenwoldt, Vice Chair Quality committee, to present the Quarterly Quality Report to the Board of Governors. The report was pre-circulated in the meeting documentation.</p> <p>E Gruenwoldt highlighted the Quality Improvement Plan (QIP) results for Q3. She then</p>

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	<p>provided a summary of the reports received by the Committee.</p> <p>J. McCracken thanks E Gruenwoldt for her update.</p>
11. Committee Reports	The Board received Reports from the Audit, Community Advisory Committee, Quality and Resources Committees and the OHRI Board of Directors.
12. Audit Committee: Motion – 2014 / 2015 Audit Service Plan	<p>PBG-2015-214: 2014 / 2015 Audit Service Plan</p> <p>On a motion that was moved, seconded and carried, the Board of Governors approved the Audit Service Plan for the year ending March 31, 2015.</p>
13. Other Business	There was no other business.
14. Items for Information	No additional information.
15. Adjournment	On a motion that was moved, seconded and carried, the Meeting of the Board of Governors of The Ottawa Hospital was adjourned at 6:30pm.