



**Board of Governors  
Minutes of the Public Meeting  
Wednesday, June 24, 2015 at 2:00pm  
Civic Campus, Kaminski Room**

<b>Governors</b>			<b>Governors</b>		
<b>Present</b>	<b>Regrets</b>		<b>Present</b>	<b>Regrets</b>	
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	
<b>Governors Emeritus</b>					
Mary Dawson		X	Michel Lavigne		X
<b>Management &amp; Staff</b>					
Honorata Bittner	Nathalie Cadieux	Paula Doering	Robert Hanlon	Renee Legare	
Cameron Love	Nyranne Martin	Dr Colin McCartney	Dr Viren Naik	Allison Neill	
Joanne Read	Shafique Shamji	Dr Duncan Stewart	Mike Tierney	Dr Jim Worthington	

## AGENDA ITEMS

### 1. Call to Order

J. McCracken, Chair, called the meeting to order at 2:05pm 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 everyone to the meeting of the Board of Governors. He provided a summary of recent TOH events as well as provided a summary of recent Ontario Hospital Association (OHA) meetings.

#### 2.1 Disclosure of Conflicts of Interest

## AGENDA ITEMS

No conflicts were declared.

### 3. Consent Agenda

#### ***PBG - 2015 - 229: Consent Agenda***

On a motion duly moved, seconded and carried, the Board of Governors:

- Approved Agenda for the June 24, 2015 meeting;
- Approved the Consent Minutes of the Public Meeting of March 4, 2015; and
- Received the Annual Reports from Audit, Governance, Management Resources and Compensation, Quality and Resources Committees.

### 4. Items Moved from the Consent Agenda

No items were moved from the Consent Agenda.

### 5. President and CEO Report

The President and CEO Report was pre-circulated in the meeting package. Dr Kitts supplemented the written report with the following:

- “Just Culture” Training – 40 senior leaders recently participated in a 3-day training program on just culture. The objective of this training is give tools on how to champion and mentor staff on the Just culture concept to reduce errors and adverse events through application of five skills: values, system design, behavioral choices, learning systems and justice.
- Joint Administration / Physician Leadership Development Institute (LDI) – the first joint LDI took place in mid-June. The focus was a review the 2014 /2015 Corporate Scorecard and its results.
- Staff Appreciation Week – this important initiative was an opportunity to recognize staff for their continued commitment and dedication to TOH. Thank you to Lucie Zabchuk and her team for coordinating events across all campuses as well as to Gabriel’s Pizza for donating 3500 pizzas.

The Chair thanked Dr. Kitts for his report.

### 6. Chief of Staff Report

The Chief of Staff Report was pre-circulated in the meeting package. Dr. Turnbull supplemented the written report with the following:

- “Just Culture” Training – the program will be brought to MAC to determine how to implement the strategies
- Privacy Awareness Week – throughout this week, staff were reminded of the consequences of privacy breaches even if they are unintentional
- Joint Administration / Physician Leadership Development Institute (LDI) – this was an excellent opportunity to bring together leaders to reviewing leadership expectations as well as identifying strategies to align behaviours and practices with these expectations

The Chair thanked Dr. Turnbull for his report.

## AGENDA ITEMS

### 7. Chief Nursing Executive Report

The Chief Nursing Executive Report was pre-circulated in the meeting package. Dr Bournes began her presentation by explaining the work of the Patient Experience Steering Committee. This committee oversees five working groups: Family Presence, Patient Experience Acceleration, New Knowledge and Innovation, Person-centred Communication and Strategy Integration. She highlighted the work of the Strategy Integration Working Group and its focus on monitoring the on-going sustainability of patient experiences initiatives.

A “Nursing Indicator Dashboard” is under development to track patient outcome indicators (in areas where patients have significant influence), quality work environment indicators, nurse-specific patient experience and academic indicators. This will be brought to the Board of Governors in the Fall.

Dr Bournes then provided an update on nursing recruitment and the strategies being implemented to manage an anticipated shortfall.

The Chair thanked Dr. Bournes for her report.

### 8. Committee Reports

#### 8.1. Community Advisory Committee

The Community Advisory Committee participated in a tour of the Cancer Centre, visiting key clinical care areas such as radiation therapy, the Cyberknife and the chemotherapy treatment unit.

J McCracken thanked E Gruenwoldt for her tenure as a Board representative on this committee.

#### 8.2 Quality Committee

V Westwick, Chair, Quality Committee indicated that the full summary report is included in the meeting documentation. He highlighted the presentation on the Coroners’ Office which provided committee members with an understanding of the work of the office as well as how TOH works with it.

### 9. Quality Committee - Motion

J McCracken invited V Westwick to introduce the 2015 – 2020 Quality Plan.

V Westwick explained that the initiatives included within the 5-year Quality Plan are striving to establish and support an environment of quality across the organization. Regular updates will come to the Quality Committee.

#### **PBG - 2015 - 230: Approval 2015 – 2020 Quality Plan**

On a motion that was moved, seconded and carried, the Board of Governors approved the 2015 – 2020 Quality Plan.

### 10. Other Business

Two items were brought forward to the Board:

- The Office of the Chair received a letter, dated June 19, 2015, from the Coalition to Protect the Central

<b>AGENDA ITEMS</b>
<p>Experimental Farm. This will be included in the consultation process, expected to be in the Fall 2015 and is being coordinated by the National Capital Commission. On behalf of the Board of Governors, J McCracken thanked the group for their letter and for their interest in the redevelopment process.</p> <ul style="list-style-type: none"><li>• K Cotton, Chair, Audit Committee provided a verbal report on the June 22 Audit Committee Meeting which was called to consider the approval of the award of a contract to Deloitte for the Privacy and Information Security Maturity Assessment RFP. As the successful bidder was Deloitte, who also act as TOH's external auditor, approval of the Audit Committee for non-audit work by the external auditor is required. The committee considered the scope and nature of the work and Deloitte's confirmation of their independence. Following this, the Audit Committee approved the award of the contract to Deloitte.</li></ul>
<b>11. Items for Information</b>
There were no items for information.
<b>12. Adjournment</b>
The meeting was adjourned without a motion or vote at 2:45pm