



**Board of Governors  
Minutes of the Public Meeting  
Wednesday, April 5, 2017 at 4:30pm  
Civic Campus, Kaminski Room**

<b>Governors</b>	<b>Present</b>	<b>Regrets</b>	<b>Governors</b>	<b>Present</b>	<b>Regrets</b>
James McCracken	X		Katie Lafferty		X
Jennifer Adams	X		Patricia Kosseim		X
Dr Debra Bournes	X		Dr John Mahoney		X
Dr Jacques Bradwejn		X	Dr François Raymond	X	
Derek Burney	X (by phone)		Allan Smith	X	
Kathryn Butler Malette	X		Tony Sottile	X	
Katherine Cotton	X		Gordon Thiessen	X	
Claude DesRosiers	X		Lillian Thomsen	X	
Claude Doucet	X		Dr Jeff Turnbull	X	
Jacques Frémont		X	Vincent Westwick	X	
Dr Jack Kitts	X				
			Jennifer Matthews – Recorder		

**Management & Staff**

Honorata Bittner	Nathalie Cadieux	Paula Doering	Bernie Etzinger	Dr Alan Forster
Tim Kluge	Dr Renate Ilse	Cameron Love	Nyranne Martin	Joanne Read
Dr Virginia Roth	Shafique Shamji	Yvonne Wilson		

**AGENDA ITEMS** (The minutes are recorded in the order of the agenda rather than the order in which items were dealt with at the meeting.)

**1. Call to Order**

Jamie 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. Opening Remarks**

J McCracken, Chair, welcomed all attendees to the meeting, and provided regrets from Dr Jacques Bradwejn, Katie Lafferty, Dr John Mahoney and Patricia Kosseim. He provided a summary of recent committee meetings and Board activities as well as a provincial update.

**2.1 Disclosure of Conflicts of Interest**

No conflicts were declared.

**3. Consent Agenda**

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**PBG – 2017 – 360: Consent Agenda**

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

- Approved the Agenda for the meeting of April 5, 2017; and
- Approved the Consent Minutes of the Public Meeting November 2, 2016.

**4. Items Moved from the Consent Agenda**

No items were moved from the Consent Agenda.

**5. Acknowledgement: Partner Abuse / Sexual Assault Care Program**

J McCracken invited representatives for the Partner Abuse / Sexual Assault Care Program to come forward and highlighted some of their numerous achievements.

Yvonne Wilson, Clinical Director, introduced the team members and their contributions to the team's successes. Dr Kari Sampsel, Medical Director thanked the Board for this recognition and shared the breadth of work this dedicated group provides and the innovations in care they have introduced.

Governors asked questions relating to large events, such as the upcoming Canada 150 celebrations as well as music festivals held across the region. The team provided examples of the work they do, including with the City of Ottawa. Also discussed was the outreach to universities and colleges.

J McCracken thanked the team for their contributions to providing care to meet not only the physical needs, but the emotional needs of survivors.

**6. Presentation: Emergency Preparedness**

J McCracken invited Joanne Read, Vice President Planning and Support Services and Dr Andrew Wilmore, Medical Director, Emergency Management to present the Emergency Preparedness Program. The Discussion Report and presentation were pre-circulated in the meeting documentation.

Dr Wilmore began by explaining that Emergency Preparedness is guided by a doctrine called Incident Management System (IMS) system. IMS provides a framework of standard terminology, role assignment and defined communication channel. By adopting IMS, TOH also has a platform to integrate with regional planning efforts through the municipal, provincial and federal partners. TOH has done a number of table top exercises with community partners and is working with all hospitals in the region to align emergency preparedness practices.

Over the last 12 months, TOH has implemented a variety of projects and actions to enhance readiness. Utilizing the IMS framework, training/exercises, and emergency codes, TOH has successfully responded to, and recovered from several recent emergencies; including construction related power disruption, natural gas leaks, and telecommunications failures. Incremental and tangible improvements have been achieved as reviewed and documented in TOH's after action reports.

The Governors discussed integration across the organization as well as regionally. The Emergency Preparedness Committee of Ottawa, of which TOH is now a member, takes the lead for large events such as Canada Day celebrations. Also discussed was the use of table top exercises and the standardization of processes and tools.

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J McCracken thanked J Read and Dr Wilmore for their presentation and congratulated them and their team for their efforts.

**7. Presentation: The Ottawa Hospital Foundation**

Tim Kluge, CEO and Steve West, Past Chair of The Ottawa Hospital Foundation were invited to provide and update on the Foundation's activities. The presentation was pre-circulated in the meeting documentation.

T Kluge began by summarizing activities in 2015 / 2016, including the several large gifts and the return of The Ride. He did note that although there had been negative media, the impact on fundraising was limited. Over the last five years, the Foundation has raised close to \$95M and in terms of fundraising efficiency, costs have remained constant and the return on investment has improved.

Fundraising priorities include the Tender Loving Research Campaign, Equipment and the Molecular Oncology Diagnostics Laboratory. Looking ahead, the new Civic Campus will be a priority and existing priorities will be reviewed. He then described the link between fundraising and funding for research as well as how the foundation works with donors who wish to support a specific disease.

Looking ahead to the campaign for the new Civic, a campaign plan is in development and will integrate principles, governance, gift models and a timetable.

The Governors had a fulsome discussion on emerging trends in fundraising techniques, establishing major gifts and the importance of the TOH brand and reputation.

J McCracken thanked T Kluge and S West for their presentation and asked that they relay to their Board of Directors, TOH's Board of Governors thanks for all their efforts.

**8. CEO Report**

Dr Kitts provided an update on the following items:

- Canada Gairdner Awards – honour the world's most significant biomedical and global health researchers. Dr. Hakim, Senior Neurologist at The Ottawa Hospital and professor in Neurology at the University of Ottawa was awarded the 2017 Canada Gairdner Wightman Award for "outstanding research into stroke and its consequences and championing stroke prevention and treatment in Canada and beyond."
- Champlain LHIN Retreat – focused on collaboration and regional programs. TOH presented its regional cancer program as an example of how we can improve the patient experience and quality of care by working together. TOH also presented the regional urology and endoscopy programs as services that would improve patient care across the LHIN if we collaborated.

J McCracken thanked Dr Kitts for his report.

**9. Chief of Staff Report**

The Chief of Staff Report was pre-circulated in the meeting documentation. Dr Turnbull highlighted the following items:

- Occupancy remains high at approximately 107%, although the the ALC numbers have reduced modestly when compared to the peak of a one month ago.

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- MyChart, the secure online service that lets patients see their medical and personal health, is now live and the patient response has been very encouraging.
- 2017 Sir Charles Tupper Award for Political Action - Dr. Peter Kuling was selected by the Canadian Medical Association to receive this award for an outstanding career and life-long dedication to advocacy.

J McCracken thanked Dr Turnbull for his report.

## **10. Chief Nursing Executive Report**

The Chief Nursing Executive Report was pre-circulated in the meeting documentation. Dr Bournes highlighted the following:

- Launch of the Emergency Spiritual Care Assistance Program (ESCAT) - part of The Ottawa Hospital corporate emergency preparedness plan, it consists of staff from the hospital's Spiritual Care Department as well as clergy and lay volunteers from a variety of faith backgrounds. Volunteers receive specialized training to become fully prepared to respond to disaster
- Jackie Mace will receive the Registered Nurses Association of Ontario's (RNAO) President's Award for Leadership in Clinical Nursing Practice for efforts in developing education and TOH as well as her efforts to improve team engagement.

J McCracken thanked Dr Bournes for her report.

## **11. Finance & Audit Committee**

Nathalie Cadieux, EVP Finance and Business Development was invited to provide information on the three motions to be presented. The Hospital Services Accountability Agreement and Multi-Sector Service Accountability Agreement are annual accountability agreements between TOH and the Champlain LHIN. The revisions to the Signing Authority Policy are as a result of a review of the existing policy to ensure the position titles, authority levels, and responsibilities align with operational requirements.

### ***PBG – 2017 – 361: Hospital Services Accountability Agreement***

On a motion that was moved, seconded and carried, the Board of Governors approved the extension of the existing Hospital Service Accountability Agreement between the Champlain Local Health Integration Network and The Ottawa Hospital to March 31, 2018.

### ***PBG – 2017 – 362: Multi-Sector Service Accountability Agreement***

On a motion that was moved, seconded and carried, the Board of Governors approved the amendment to the existing Multi-Sector Service Accountability Agreement between the Champlain Local Health Integration Network and The Ottawa Hospital to March 31, 2018.

### ***PBG – 2017 – 363: Signing Authority***

On a motion that was moved, seconded and carried, the Board of Governors approved the Executive Vice President and Chief Financial Officer and the Director, Accounting and Treasury as Signing Officers of the Corporation.

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<b>12. Other Business</b>
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There was no other business.
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<b>13. Items for Information</b>
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There were no additional items for information.
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<b>14. Adjournment</b>
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The meeting was adjourned without a motion or vote at 6:10pm.
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