

**Board of Directors
Minutes of the Open Meeting held
Thursday, June 22, 2017
8:00 am – 8:43 am
West Park Healthcare Centre
Board Room**

Present:

W. Law (Chair)	J. Leon
S. Armstrong	C. Novick
B. Bell	B. Ohcebol
T. Brown	D. Patterson
Dr. N. Cullen	C. Rate
D. Keddy	D. Simunac
M. Garamszeghy	C. Shushelski
C. Henley	M. Verrier (Telecon)
A.-M. Malek	
K. Marshall	

Regrets:

J. Freeman
Dr. N. Rambihar

Internal Guests:

J. Cole

A. Dean
S. Ditty
D. Renzetti
S. Strus (Recorder)
J. Walker
C. Wong

**Invited
Guests:**

1.0 Call to Order and Chair's Remarks

The meeting was called to order at 8:00 am and members were asked to declare any conflicts of interest. None were declared.

2.0 Motion to approve Consent Agenda

Motion:

It was moved, seconded and carried:

“That the Consent Agenda be approved as presented.”

3.0 Approval of Minutes of the Open meeting held on May 29, 2017

Motion:

It was moved, seconded and carried:

“That the Minutes of the Open meeting held on May 29, 2017 be approved as presented.”

Approval of Minutes of the Open meeting held on June 20, 2017

Motion:

It was moved, seconded and carried:

“That the Minutes of the Open meeting held on June 20, 2017 be approved as presented.”

4.0 Foundation Report

J. Cole provided a report on Foundation activities.

J. Cole thanked Centre Board members who attended the stewardship event hosted by C. Henley at the Mississauga Golf & Country Club on June 21, 2017, noting that it gave everyone the opportunity to mingle with great donor prospects.

J. Cole indicated that street banners would be placed on Eglinton Avenue, Emmett Avenue and Buttonwood Avenue, as would a series of banners and elevator wraps in the hospital and Ruddy buildings.

5.0 Medical Assistance in Dying (MAID) Policy

B. Bell advised that on May 10, 2017, Ontario's *Medical Assistance in Dying Statute Law Amendment Act, 2017*, came into force upon Royal Assent.

B. Bell noted that the MAID Policy, which had been pre-circulated, had been approved by the Medical Affairs Committee (MAC) and since then has had input from external legal counsel.

The MAID Policy also received input and approval from various committees including Ethics, Corporate Performance, Nursing and Health Professions, Medical and Diagnostic Quality, Pharmacy and Therapeutics, and the Medical Advisory Committee.

B. Bell commended everyone who had worked on the MAID policy and Dr. N. Cullen thanked B. Bell for her leadership on the initiative.

A member inquired what the implications of the Centre's MAID Policy would be on the Long Term Care Centre, to which B. Bell replied that Extendicare Inc. already have their own policy in place. It was noted that the LTCC Executive Director is a strong proponent

of the policy, and would, in all likelihood, reach out to Dr. N. Cullen if a request were to come forward.

C. Shuskelski commended the great work which had been done by the Centre on putting the MAID policy together. She referenced section 5.9.1 of the MAID policy, noting that the comments from external legal counsel suggested removing the option to receive assistance from the "Consent and Capacity Board".

C. Shuskelski requested that 5.9.1 be brought back to legal counsel for further clarity in terms of consistency.

In conclusion, it was noted that the legal input to 5.9.1 should not hold up approval of the MAID policy. However, the Chair requested that C. Shuskelski's request be executed upon prior to distribution of the Centre's MAID policy.

Motion:

It was moved, seconded and carried:

"That the Board approve the MAID policy."

The Chair remarked that the approval of the MAID policy was a fitting way for B. Bell to end her tenure at West Park. The MAID policy was an extremely challenging policy initiative and was well managed by B. Bell.

The Chair thanked Barb for all her contributions to the Board and wished her well in her new position at the C-LHIN.

6.0 Financial Report for the period ending May 31, 2017

The Chair referred to the pre-circulated material and noted that the surplus on hospital operations for the two months ended May 31, 2017 was \$23K, which was unfavourable to the budgeted deficit by \$86K and that the total surplus was \$268K, \$37K unfavourable to budget.

A-M. Malek noted that J. Cooper was occupied with matters pertaining to the Campus Redevelopment Project and, therefore, C. Wong would address financial matters.

C. Wong indicated that the results were slightly behind budget due to timing. Total revenues were slightly ahead of budget \$36K although compensation and benefits exceed budget due to staffing of the 3LTV beds and timing of vacation expenses, which historically evens out over the summer months when staff start to take vacation. It was noted that the savings in utility costs should continue with the lower electricity rates in the future.

7.0 Board Public Sector Accountability Act Report and Attestation

The Chair advised that the matter had been discussed at the Corporate Committee and a recommendation had been made to the Board for its approval. It was noted that management had signed the attestation.

Motion:

It was moved, seconded and carried:

“That the Board approve the Attestation under Section 15 of the Broader Public Sector Accountability Act”.

8.0 Recommendation for Officers of the Board for 2017-18

The Chair advised that at its June 8, 2017 meeting, the Executive Committee discussed the nominees for Vice-Chair and Treasurer.

The following are the recommended nominees to stand for election as the Officers of the Corporation at the first meeting of the 2017-18 Board beginning June 22, 2017, post the AGM.

Chair	– Warren Law
Vice-Chair	– Charlie Rate
Treasurer	– Kimberly Marshall
Secretary	– Anne-Marie Malek
President	– Anne-Marie Malek

The Chair noted that the full slate of nominees for election to the 2017-18 Board had been included in the pre-circulated Board package.

Additionally, it was noted that the NSA and University of Toronto board representatives have been confirmed by the NSA and the University as nominees for the upcoming board year. Four directors will serve a one year term.

NSA – Warren Law
NSA – Chris Henley
NSA – Catherine Novick
UofT – Molly Verrier

The Chair advised the Board that Susanna Han was recommended by the Executive Committee to the Board for nomination at the Annual General Meeting (AGM). Susanna will fill the seat vacated by Baha Ohcebol.

Motion:

It was moved, seconded and carried:

“That S. Han be recommended for nomination to the Board at the Annual General Meeting on June 22, 2017.”

Motion:

It was moved, seconded and carried:

“That the Executive Committee recommends to the Board, the approval of the nominees for Officers of the Board and Officers of the Corporation for the Board year beginning June 22, 2017 until the Annual General Meeting 2018.”

9.0 Report of the Chair

Board Evaluation Summary

It was noted that the full Board self-evaluation is conducted every year in accordance with the Board Evaluation and Governance Review policy. This year, the Centre Board participated in the survey during the period of mid-March – May 2017.

A total of fourteen (14) Directors participated, resulting in a 70% response rate; a 10% decrease from last year. The Chair re-iterated the importance of the annual Board evaluation and encouraged increased participation next year, in support of a 100% response rate.”

In summary it was noted that a large percentage of respondents indicated ‘agreement’ or ‘strong agreement’ with the assessment criteria. In comparison to all participating Boards (hospital and non-hospital), the WPHC Board average is in line with and/or consistently above comparator scores. Overall the self-assessment indicated that the Board is functioning well.

The Chair noted that the Executive Committee will be incorporating the feedback into the Governance Action Plan for coming year, which will be discussed at the September 28, 2017 Board meeting.

The Chair thanked A. Dean for doing an excellent job in overseeing the completion of this deliverable.

Board Work Plan

The Chair noted that a final version of the 2016-17 Board Work Plan had been circulated for members’ perusal.

Any Other Business

In relation to MAID, a member inquired if there was a communication plan in place.

B. Bell advised that over the past year, the Centre has conducted a number of different forums such as patient and family events, staff lunch and learns, in order to educate staff and patients on MAID.

D. Renzetti remarked that the patient representative on the MAID Steering Committee is also Chair of the Patient & Family Committee.

It was noted that moving forward a meeting of the MAID Steering Committee will be convened in the fall and a communication plan will be confirmed at that time.

Another Board member inquired if anyone asks about the Centre’s MAID policy at the time of admission. B. Bell advised that we receive very few inquiries, however, Complex Continuing Care patients felt that they did not have as much information as was available externally.

Dr. N. Cullen remarked on the efforts of Medical Affairs in educating Physicians on MAID. With the MAID policy in place, we now also have a structure in place for a more fulsome conversation with patients regarding resuscitation.

10.0 Amendment to Professional Staff Rules and Professional Staff By-Laws

The Chair referenced the pre-circulated material and noted that over the past 6-8 months, the Professional Staff Rules were reviewed and updated to better align with the current policies, practices and procedures of the Centre.

Amendments to section 3.8 of the Professional Staff By-Laws were also noted. Under the advisement of legal counsel, with respect to the appointment of Clinical Fellows within the Centre, the By-Laws were revised to allow for an extended period of re-appointment. The Chair advised that the proposed changes align well with current practices across a number of healthcare organizations.

The proposed changes were reviewed by legal counsel and recommended to the Board by the Medical Advisory Committee (MAC) at its June 5, 2017 meeting.

Motion:

It was moved, seconded and carried:

“That the Board approve the Professional Staff Rules.”

11.0 Reminders

The Chair reminded members that the AGM would be taking place at 9:00-10:00 am following the Board meeting, and the Board Orientation at 10:00-1:00 pm, and encouraged as many Board members as possible to attend.

12.0 Termination and Next Meeting

There will be no further business, it was moved, seconded and carried:

“That the Open Meeting be terminated at 8:43 am.”

The next meeting will take place, Thursday, September 28, 2017

Chair Signature: _____

Date: _____