



board of directors

Board Meeting Minutes December 3, 2014

Boardroom #6109 – 6:00 p.m.

Board of Directors

Minutes

December 3, 2014

Meeting Chair:	Mary Lou Maher			
Present:	Hania Amad Karen Bell Lesley Byrne Wendy Cukier (t/c) Ann Davis	Carol Derk Debbie Douglas Marilyn Emery Kyle Kirkham Sheila Laredo	Mina Mawani Diane Meschino Jane Mosley Sioban Nelson Jocelyn Palm Jane Pepino (t/c)	Poonam Puri (t/c) Jennifer Quinn Dan Rees Paulette Senior Sheerin Sheikh Benita Warmbold
Regrets:				
Invited Guests:	Cynthia Whitehead			
Staff:	Heather McPherson Jennifer Dockery Lili Shalev Shawn	Dan Hill Janet Murdoch Zive	Lili Shalev-Shawn Paula Rochon	Kathy Hay Danielle Martin
Recording Secretary:	Paula Da Ponte			

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Agenda Item		Discussion	Follow-Up / Action
1.	Welcome	M. Maher welcomed all members and introduced guests Holly Finn and Nora Milne who are participants in the Rising Stars Leadership Development Program.	
2.	Call to Order	The meeting was called to order at 6:00pm	
3.	Conflict of Interest Declaration	None declared.	
4.	Approval of Agenda – November 5, 2014	M. Maher informed members that Governance update will be discussed at the in camera session and the date was corrected and minutes were tabled for agenda item 10.3.1. M. Mawani moved and S. Sheikh seconded THAT the Agenda be approved as amended. CARRIED	
5.	Education – Education Portfolio Update	M. Emery informed members how our education department is moving forward and introduced Dr. Cynthia Whitehead who gave a presentation on advancing education at WCH.	
6.	Value – Equity	The Board discussed the Value of Equity.	
7.	Approval of Previous Minutes: Minutes from Meeting held November 5, 2014	In the minutes under agenda item 11.1 the date was corrected to November 4, 2014. L. Byrne moved and S. Nelson seconded THAT the minutes be approved as amended. CARRIED.	

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8.	Governance 8.1 Chair's Report 8.2 Governance and Nominating Committee Update	<p>M. Maher reported the following information:</p> <ul style="list-style-type: none"> • Dr. T. Young, the new Dean of Faculty of Medicine at UofT has delegated his position on our Board to Dr. Catharine Whiteside. • The joint Board retreat will include an evening dinner on Friday, February 20, 2015, location to be determined and conference session on Saturday, February 21, 2015 at the Toronto Reference Library. • Commemorative ceremony for the Montreal massacre will take place at WCH on Friday, December 5, 2014. • Foundation provided a tour to KPMG partners followed with a presentation by Dr. Paula Harvey. This was held in acknowledgement of the exceptional ongoing support provided to the Foundation by KPMG. <p>This agenda item was moved to the in camera session.</p>	
8.	8.1 Minutes 8.1.1 Governance – November 10, 2014 8.1.2 Executive – October 28, 2014	<p>The minutes were received.</p> <p>The minutes were received.</p>	
9.	Strategy 9.1. CEO's Report	<p>M. Emery highlighted her pre-circulated CEO report.</p> <ul style="list-style-type: none"> • WCH is now working in an unprecedented collaboration with a variety of post secondary institutions to develop a strategy that addresses the mental health needs of students in the TC-LHIN. 	

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		<ul style="list-style-type: none"> • Staff/Physician engagement survey is complete with a positive response rate. • The Flu Vaccine Policy as of December 1, 2014 is in effect. Implementation has gone smoothly to date. 	
10.	<p>Quality:</p> <p>10.1. Quality & Academic</p> <p>10.1.1 Performance Report (Q2)</p> <p>10.1.2 Quality Improvement Plan (Q2)</p> <p>10.1.3 Quality Performance Report: Gynecology</p> <p>10.2. Medical Staff Appointments</p> <p>10.2.1 New Medical Staff Appointments</p>	<p>M. Emery highlighted the Performance/Corporate Scorecard results. She informed members that proposed changes to indicators are discussed in detail at appropriate Board Committees.</p> <p>P. Senior provided a summary of the last Quality & Academic Committee meeting. She referred to the Quality Performance Report for Gynecology, as well as the Quality Improvement Plan for 2014/15.</p> <p>The applications for appointment to WCH Medical Staff, effective December 3, 2014, were submitted.</p> <p>H. Amad moved and P. Senior seconded</p> <p>THAT, on the recommendation of the Medical Advisory Committee, the Board of Directors approve the appointment of the applicants listed to the WCH Medical Staff effective December 3, 2014.</p> <p>CARRIED</p>	

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10.	<p>10.2.2 Electronic Signature Policy</p> <p>10.2.3 Research Ethics Board – Board of Record</p>	<p>The Electronic Signature policy was submitted and discussed.</p> <p>S. Sheikh moved and M. Mawani seconded</p> <p>THAT, on the recommendation of the Medical Advisory Committee, the Board hereby authorizes the use of an electronic signature where a signature is required in the health record.</p> <p>CARRIED</p> <p>S. Laredo provided a presentation on the Research Ethics Board (REB) – Board of Record initiative. Focus was on the qualification process for Ethics Boards and the purpose of appointing a Research Ethics Board of Record for multi-site studies.</p> <p>P. Senior moved and S. Sheikh seconded</p> <p>THAT, the WCH Board of Directors, upon review of the Medical Advisory Committee's recommendation, approve the WCH Research Ethics Board as qualified based on the results of the TAHSN REB Qualification Assessment, to act as a delegated board of record for other hospitals participating in multi-centre research.</p> <p>THAT, the WCH Board of Directors, upon review of the Medical Advisory Committee's recommendation, approve the following research ethics boards as each qualified, based on their results of the TAHSN REB Qualification Assessment, to act as a delegated board of record for WCH when WCH is participating in multi-centre research:</p> <ul style="list-style-type: none"> • St. Michael's Hospital REB 	

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	<p>10.3. Minutes</p> <p>10.3.1 Medical Advisory Committee – October 7, 2014</p> <p>10.3.2 Quality & Academic – October 15, 2014</p>	<ul style="list-style-type: none"> • Centre for Addiction and Mental Health REB • Sunnybrook Health Sciences Centre REB • University Health Network REB <p>CARRIED</p> <p>The minutes were received.</p> <p>The minutes were received.</p>	
11.	<p>Strategy</p> <p>11.1 Foundation Update</p> <p>11.2 Local Share Update</p> <p>11.3 Financial Performance Q2</p>	<p>A. Davis reported the following:</p> <ul style="list-style-type: none"> • Foundation has achieved 96% of its goal in raising funds towards the local share. • WCH Foundation met the criteria for the Accreditation Process Imagine Canada Standard. • Will be working with the Association of Volunteers to celebrate 100 years of Volunteering at WCH. <p>J. Quinn informed members that the Local Share report was submitted to the Ministry in November 2014.</p> <p>J. Quinn reported the following:</p> <ul style="list-style-type: none"> • End of Q2 we had a surplus • There was a significant one-time savings related to a deferral aEPR implementation • FTE's over-plan by 3.0 	

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11.4 Redevelopment Update		J. Quinn reported the following: <ul style="list-style-type: none"> • Construction activity is estimated to behind schedule by 20 days • Installation of the "Pink Glass" will begin this month • The dispute claims was included in the meeting material. 	
11.5 Community Annual Planning Submission (CAPS)		The Community Mental Health Planning Submission was provided for approval. J. Quinn moved and D. Douglas seconded THAT , as recommended by the Resources Committee, the Board of Directors approve the Community Annual Planning Submission of the Community Mental Health Programs for submission to the Toronto Central LHIN. CARRIED	
11.3 Minutes 11.3.1 Resources – October 23, 2014		The minutes were received.	
12. Equity & Community Advisory 12.1 Association of Volunteers		J. Palm reported that the Association of Volunteers and WCH Foundation connected regarding recognizing 100 years of volunteer services at WCH.	
12.2 MDMSA		D. Meschino spoke to her pre circulated report and highlighted that there were no issues reported regarding the Flu Vaccine Policy. She also noted that she and K. Kirkham are the new OMA Branch Representatives for District 11.	

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	12.3 Equity & Community Advisory Update	The minutes were received.	
	12.4 Minutes 12.4.1 Equity & Community Advisory Minutes – September 29, 2014	The minutes were received.	
13.	Next Meeting: Wednesday, February 4, 2015 at 6:00pm - WCH Boardroom #6209	The next Board of Directors meeting is on Wednesday, February 4, 2015 at 6:00pm in the WCH Boardroom, Room 6209.	
14.	Close of Meeting	The meeting was adjourned at 7:10pm	
15.	In Camera	An in camera meeting session was held.	
16.	Meeting of Voting Directors	A meeting of voting directors took place.	