

Public General Hospital Society of Chatham
St. Joseph's Health Services Association of Chatham, Inc.
Sydenham District Hospital
Open Minutes of the Alliance Board of Directors Meeting held
January 26, 2017
4:00 – 6:00 PM; 47 Emma, Room 202
Chatham, ON
Chair: Mr. Rob Devitt

Present	PGH	SJH	SDH
	Mr. Rob Devitt	Mr. Rob Devitt	Mr. Rob Devitt
Ex-Officio	Ken Deane, President & CEO (Interim) Willi Kirenko, VP, CNE Dr. P. Faruqi, COS Dr. A. Morand, President, MSO		
Regrets			
Invited Guests:	Deb Ancocik, VP, Chief Human Resources Officer Jerome Quenneville, VP, CFO (Interim)	Z. Holman, Director, Corporate Transformation Fannie Vavoulis, Director Communications	
Recorder	Karen Benson		

	Item / Discussion	Action / Next Steps
1.	<p>Call to Order The Chair, R. Devitt called the meeting to order at 4:00 pm and welcomed Dr. P. Faruqi as Chief of staff</p> <p>1.1. Quorum R. Devitt confirmed quorum for all three boards.</p> <p>1.2. Conflict of Interest and Confidentiality Declarations The Chair reminded directors of the requirement to declare any conflicts of interest at the outset of the meeting or as they arise during the meeting. Those in attendance were also reminded of the confidentiality of matters being discussed.</p> <p>1.3. Approval of Agenda R. Devitt called for approval of the agenda.</p> <p>The agenda was approved by the Supervisor for all three boards.</p>	
2.	<p>Board Education Patients First – What it Means for Hospitals F. Vavoulis and Z. Holman provided an overview of the ion on the Patients First legislation, highlighting the implications for hospitals. OHA will present a webcast next week on this topic.</p>	

	Item / Discussion	Action / Next Steps
3.	<p>Patient Story</p> <p>3.1. W. Kirenko provided a patient story featuring a 6 year old child who had surgery for the first time. We make every attempt to reduce anxiety. It was recognized that parental presence during anaesthesia is now allowed. She discussed some anxiety-reducing behaviours so that parents and children have a better experience. It was stressed that patient videos are for the purpose of staff learning.</p>	
4.	<p>Consent Agenda Matters</p>	
	<p>R. Devitt reviewed the Consent Agenda Items:</p> <p>4.1. Mission and Quality Committee Open Minutes of Meeting held December 13, 2016</p>	
	<p>4.2. Mission & Quality Committee Open Minutes of Meeting held January 10, 2016</p> <p>4.2.1. Revised Terms of Reference</p>	
	<p>4.3. Finance Committee Open Minutes of Meeting held November 9, 2016</p> <p>4.3.1. Revised Terms of Reference</p> <p>Motion: The consent agenda items were received/approved by the Supervisor for all three boards.</p>	
5.	<p>Matters Requiring Decision</p>	
	<p>5.1. CKHA Open Board Minutes of meeting held November 24, 2016</p> <p>Motion: That the CKHA Open Board Minutes of meeting held November 24, 2016 were approved by the Supervisor for all three boards.</p>	
	<p>5.2. 2017-18 Community Accountability Planning (CAPS) Submission</p> <p>J. Quenneville reviewed the CAPS Submission.</p> <p>Motion: That the Finance Audit and Resources Committee recommendation to approve the CKHA CAPS submission with balanced revenues and expenses amounting to \$4,494,092 for the 2017/18 year was approved by the Supervisor for all three boards.</p>	
	<p>5.3. 2017-18 Hospital Accountability Plan (HAPS) Submission</p> <p>J. Quenneville reviewed the HAPS Submission.</p> <p>Motion: That the Finance Audit and Resources Committee recommendation to approve the CKHA HAPS submission as presented was approved by the Supervisor for all three Boards.</p>	
	<p>5.4. KPMG Annual Audit Plan</p> <p>J. Quenneville reviewed the KPMG Annual Audit Plan and Finance, Audit</p>	

	Item / Discussion	Action / Next Steps
	<p>and Resources Committee recommendations. It was noted that the board met privately with the auditors without management present.</p> <p>Motion: That the recommendation by the Finance Audit and Resources Committee to approve the KPMG Audit plan and the appointment of KPMG as auditors for the 2016/17 year for remuneration as outlined in their annual audit plan was approved by the Supervisor for all three boards.</p>	
6.	Matters for Discussion	
	<p>6.1. 2016-17 Quality Improvement Plan W. Kirenko reviewed the new template for the 2016-17 Quality Improvement Plan and provided a brief update on the indicators. In areas where we are not meeting the target, there are action plans.</p> <p>It would be helpful to include action plans in all metrics and as the board matures, we can show the variance.</p>	
	<p>6.2. Financial Update at November 30, 2016 J. Quenneville reviewed the Financial Statements ending November 30, 2016. A cash advance request for \$2.5M was submitted to the ESC LHIN on December 16, 2016 which was subsequently approved by the MOH. A cash deposit of \$2.5M was scheduled for January 16, 2017. The project management office will provide some additional support. A formal request has been made for additional funding.</p> <p>Highlights</p> <ul style="list-style-type: none"> • Total hospital revenues are down \$228K primarily due to lower Cancer Care Ontario Revenues. • Total deficit for November YTD is (2,990)K which is unfavourable to budget by \$945K which is worse than the month prior by \$246K 	
7.	Items for Information	
	<p>7.1. Mission and Quality Committee Report of the Open Meeting held December 13, 2016 The December 13, 2016 Mission and Quality Committee Report was received for information.</p>	
8.	9. Adjournment and Next Meeting	
	<p>There being no further business, the open meeting was adjourned at 4:30 PM.</p> <p>Next Meeting: February 23, 2017 4:00 – 6:00 PM Room 202, 47 Emma</p>	

Rob Devitt, Supervisor
Chatham-Kent Health Alliance