



Hospital
 Board of Directors Meeting Minutes
 Wednesday, March 28, 2018 - 6:00pm
 Casey House - 119 Isabella St. - Conference Room

- | | | |
|-----------------------|---------------------|------------------------|
| Directors: | | Ex-Officio: |
| ✓ James Alberding | ✓ Debbie McDonald | ✓ Joanne Simons |
| ✓ Stephen Brown | ✓ Leighton McDonald | ✓ Karen de Prinse |
| ✓ Joseph DeFoa | ✓ James Owen | ✓ Malika Sharma |
| ✓ Jennifer A. Dewling | Judith Purves | |
| ✓ Joyce Fenuta | ✓ Feaz Rahim | Invited Guests: |
| ✓ Mark Garber | ✓ Geoff Rawle | ✓ Elaine Nairne |
| ✓ Kelly Glass* | David Simmonds | ✓ Mark Trask |
| ✓ Bryn Gray | ✓ Cynthia Stewart | |
| ✓ Elaine Kierans | ✓ Priya Tandon | |
| ✓ Mark Lachmann | | |

**via teleconference*

Recorder: Shannon Scarborough

#	Agenda Topic and Discussion Points	Decision
1.0	Client Story: Leighton introduced Jennifer Wellman, community nurse, who provided a client story.	
2.0	June's Documentary Leighton McDonald introduced Joseph Bonnici and Ashley Belfast of Bensimon Byrne who previewed the #smashstigma documentary titled "June's, an HIV+ Eatery". Bensimon Byrne provided an update on next steps for the documentary with a premiere event including June's attendees, VIPs and media in April. The Board discussed how they can use the video on social medial to help bring awareness. Bensimon Byrne is working through distribution channels and timing so many can see and it's exposed and promoted in the right way. Leighton McDonald thanked Bensimon Byrne.	
3.0	Call to Order & Approval of Agenda: Leighton McDonald called the meeting to order and welcomed Elaine Nairne, CFO, Director Operations and Shannon Scarborough, Executive Assistant to the CEO and Governance Affairs. <i>Motion by Stephen Brown to approve the agenda as presented. Seconded by Elaine Kierans.</i>	<i>Carried</i>
4.0	Approval of Minutes: Approval of Board of Directors Meeting Minutes - January 31, 2018	

	<i>Motion by Mark Lachman to approve the Casey House Board of Directors Meeting Minutes of January 31, 2018 as presented. Seconded by James Owen.</i>	<i>Carried</i>
5.0	Items for Discussion:	
	<p>5.1 CEO Report</p> <p>Joanne Simons provided a review, highlighting the following:</p> <ul style="list-style-type: none"> • A reminder of the Board retreat on April 14 focusing on governance and strategic plan • June's VIP screening will be schedule in April with a panel discussion with the film maker. The date will be circulated once confirmed. • The Casey Awards: Joanne thanked Elaine for joining the committee as Board rep along with Benoit-Daniel Lafleche from the Foundation Committee. Three of the chefs from June's Eatery are on the selection committee along with four staff. The theme is to highlight Casey House's 30th anniversary with a focus on past, current and future. • Pride Toronto has confirmed Casey House will be the honorary group this year. Initial discussion have talked about objectives of awareness, education, fundraising and celebrating our 30th anniversary. We will host a fundraising breakfast at Casey House prior to the parade on June 24 and request full Board participation in the parade. • 9 Huntley Street building sale has been confirmed and the Ministry of Health has approved both the sale and our business case for the proceeds. Joanne Simons met with Holly Devlin, President of the Fife House Board, to discuss plans for the building, groundbreaking and messaging around the partnership. Joanne thanked all those who have been involved. • Stakeholder engagement – Joanne gave an overview of external stakeholder meetings and highlighted an upcoming trip to Vancouver for a conference and taking the opportunity to tour Dr. Peter Centre and discuss opportunities to work together and learn from one another. • Human Resources Update – Adrian Puopulo, Director of Human Resources and Dr. Edward Kucharski, Interim Medical Director covering Dr. Malika Sharma's maternity leave have both signed on with start date of April 16. Joanne Simons thanked James Owen for spearheading the conversation with Dr. Kucharski who will sit on the Quality Committee and attend some Board meetings over the next year. <p>5.2 Medical Director Report – Physician's Credentials</p> <p>Dr. Malika Sharma reviewed the pre-circulated briefing note, highlighting that the MAC committee met to review the credentialing application submitted for medical staff privilege at Casey House from Dr. Mandeep Cheema and Dr. Edward Kucharski.</p> <p><i>Motion by Mark Lachmann that the Casey House Board of Directors approve the credentialing of Dr. Mandeep Cheema and Dr. Edward</i></p>	
		<i>Carried</i>

Kucharski for the medical staff categories in which they applied and as recommended by the Medical Advisory Committee, pending outstanding items. Seconded by James Owen.

Dr. Malika Sharma provided an update on the implementation of “culture of learning and quality of care” that has included running mock codes on the floor. Staff have been actively engaged in the process through to the debriefing.

5.3 Governance Committee

Leighton McDonald introduced the pre-circulated information and highlighted that the Governance Committee meeting did not have quorum but discussed the items that did not require a resolution.

5.4 Finance Committee

Feaz Rahim presented the briefing note on behalf of Judith Purves, highlighting that the committee met with the auditors, Price Waterhouse Cooper, to review the audit plan, approach and fee estimate. This will be the final year with Price Waterhouse Cooper before switching to Deloitte.

Sale of 9 Huntley - The sale has been confirmed, as mentioned in the CEO Update. Due to the timing of the year-end financial statements and the close of the sale, the sale will be disclosed as a subsequent event note in the auditor’s report.

5.5 Quality Committee

Joanne Simons chaired the Quality Committee meeting on behalf of Mark Lachman and provided the meeting update. She highlighted that management is confident in reaching 80% of the day health program statistics, reflective of a late start to the program and an adjustment to the program count to include meaningful clinical interactions that occur over the lunch program. Management will continue to monitor closely.

There was a discussion around home based services which occur when a client wants or requires it. Clients are encouraged to come to the house so they can benefit from the other services offered. Further discussion occurred on how day health program is tracked and funded through the LHIN.

The QIP was presented and will be submitted to Health Quality Ontario. The Quality Committee has reviewed the plan and recommendations have been incorporated. The Board discussed opioid use on site and interventions for pain management. It was noted that two of the credentialed physicians have addiction expertise and the physicians on the floor are now being asked to track how often they could have used a consult and at what capacity - an email, in-person consultation or education capacity building in order to build a needs assessment.

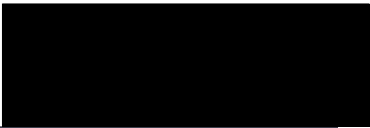
Motion by Mark Lachmann to approve the QIP as presented. Seconded by Elaine Kierans.

Carried

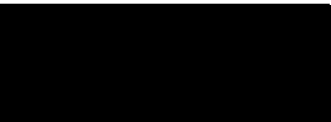
	<p>5.6 Redevelopment Committee Mark Garber referred to the briefing note included in the background document.</p>	
6.0	<p>In-Camera Session: An in-camera session was held with and without the CEO.</p>	
7.0	<p>Adjournment: Leighton McDonald adjourned the meeting and noted that the April meeting is cancelled and the next meeting will be held on May 30. <i>Motion by Mark Garber to adjourn the meeting. Seconded by Elaine Kierans.</i></p>	<p><i>Carried</i></p>

Next Meeting: Wednesday, May 30, 2018; 6 p.m.

I certify that these minutes were considered and approved at the meeting of the Casey House Board of Directors on May 30, 2018.



Leighton McDonald
Board Chair



Feaz Rahim
Board Secretary