

SUMMARY OF THE BOARD OF DIRECTORS

Meeting held on April 22, 2020

At 1600 hours via Zoom

1.0 WELCOME & INTRODUCTION

Susan Armstrong, Chair of the Board of Directors, welcomed members and invited guests to the meeting and called the meeting to order at 1600H. It was confirmed that there was a quorum. S. Armstrong asked whether there were any conflicts and none were declared.

2.0 APPROVAL OF PREVIOUS MINUTES

Approval of the minutes deferred to the Board meeting on May 26, 2020.

3.0 DISCUSSION ITEMS

3.1. Update from Board Chair

Susan Armstrong made a few introductory comments advising the Board that the main theme of the meeting is to provide an update on the COVID-19 response at MGH. She thanked hospital leadership, doctors, nurses and everyone working at the hospital for doing such amazing job during this challenging time.

3.2. MAC Decision Items: MAC Recommendations for Medical Professional Staff Appointments

Dr. Ian Fraser referred to the pre-circulated briefing note, assured the Board that the credentials of the physicians brought forward for approval have been thoroughly checked and requested a motion to approve the appointments as listed in the briefing note.

3.3. COVID-19 Update

A presentation pertaining to COVID-19 update was pre-circulated with the agenda package.

Sarah Downey, President and CEO of Michael Garron Hospital / Toronto East Health Network referred to the pre-circulated materials and shared with the Board that a fair amount of material will be presented by 13 speakers as COVID-19 is a complex issue requiring as equally complex response.

Overview and Timeline

S. Downey noted that hospital teams are working very hard both on front line and at the leadership table and outlined the timelines of how the pandemic situation unfolded. She thanked Susan Armstrong, Chair of the Board, and John Tobin, Vice Chair, for their continuous support of hospital leadership.

Knowing the Enemy: COVID-19

Dr. Jeff Powis, Medical Director, Infection Prevention and Control, shared his experience with diagnosing and treating COVID-19, highlighting the unpredictability of the disease in its impact for different people and having no curative treatment for the illness. He noted that one of the factors impacting infection control strategies is that the disease has a long incubation period with people shedding the virus for quite a long time without showing any symptoms. Dr. J. Powis presented the dashboards and diagrams that are used at daily leadership meetings at the Command Centre.

SUMMARY OF THE BOARD OF DIRECTORS

Meeting held on April 22, 2020

At 1600 hours via Zoom

Preparing for COVID-19 at Michael Garron Hospital

Mark Fam, VP Programs, outlined the main strategies implemented to prepare for the pandemic to mitigate the impact of COVID-19. These included building capacity, decreasing non-essential services and controlling visitors. M. Fam shared with the Board that collaboration with East Toronto Health Partners became even more crucial with the COVID-19 pandemic.

Phillip Kotanidis, Chief Human Resources Officer, provided an overview of staff redeployment and recruitment efforts.

Dr Ian Fraser provided an overview of the treatment and triage protocol for the extreme surge scenario, including creation of a Treatment Triage Audit Committee set up for the oversight of the process.

Irene Andress, VP Patient Experience, Health Professions & Chief Nursing Executive, provided an update regarding the family presence policy and restrictions, and advised the Board that family visit via technology are allowed with the help of a virtual family visit facilitator.

Dr J. Powis provided an overview of the Personal Protective Equipment strategies and presented a high level PPE dashboard to the Board. Dr Powis also shared with the Board that the MGH Foundation under the leadership of its President Mitze Mourinho launched a 1000 mask a week drive in the community, and asked M. Mourinho to provide an update.

Mitze Mourinho, President of MGH Foundation, noted that it was Dr J Powis vision that everyone in East Toronto should wear a mask, therefore the Foundation started this 1000 mask a week campaign as a result of which 40,000 handmade masks were donated, washed and distributed in high priority areas. In addition, the Foundation assisted with the PPE drive helping hospital in securing masks, gloves, hand sanitizer, goggles and gowns.

Supporting Our Community

Dr Powis advised the Board that next “battle” to contain COVID-19 transmission in the community is in Long Term Care and Retirement Homes in East Toronto. With support of hospital leadership the hospital team reached out beyond hospital walls to provided integrated pandemic support for LTC homes and seniors in the community.

Dr Jarred Rosenberg, MGH geriatrician, noted that hospital’s IPAC, and the Geriatric and Nursing Led Outreach Teams proactively reached out to Long Term Care homes in the community to identify their needs, share our visitor policy, provide support in staff/ visitor screening as well as in identifying other risks. Hospital has had to step into two outbreak facilities, where we have assisted in providing very intensive support including: staffing, on-site supervision, delivering PPE, providing palliative care, training staff in infection control, and cleaning the facilities

Wolf Klassen, VP Program Support, provided a high level overview of successful partnership work in East Toronto and noted the East Toronto OHT has been very active which enable us to do more together.

Wellness and Recognition

SUMMARY OF THE BOARD OF DIRECTORS

Meeting held on April 22, 2020

At 1600 hours via Zoom

P. Kotanidis and Dr Michael Hiscox outlined wellness resources available to staff and clinicians including a wide scope of psychological, emotional, mental and physical support for the current needs as well as planning for the recovery stage.

Next, P. Kotanidis provided a high level overview of staff recognition and appreciation initiatives with offerings including outpouring of food, prepackaged meals, gifts, snacks, and outlined the key principles including fair and equitable distribution, manageable logistics and others.

Mitze Mourinho walked the Board through a tremendous support provided by Foundation to date including emergency response fund allowing responding to the needs of the hospital, with \$325,000 raised to date and with matching initiatives led by DeClute Union Realty and The Gulshan & Pyarali Nanji Foundation. When people make their donation they have an opportunity to send a message to hospital/ front line staff, these messages are displayed in the hallway.

Telling Our Story

Shelley Darling, Director of Communication, outlined communication approach and noted that communication team and hospital leadership are focused on sharing stories to profile amazing work of the hospital staff and clinicians. The media summary is provided in the presentation.

COVID-19 Spending

Sarah Chow, VP Corporate Support and CFO, provided an update on the COVID-19 related spending based on the chart that was in the presentation. We are awaiting information from the MOH on how to report our additional COVID-19 spending.

COVID-19 Modelling and Forecasting

Dr Jeff Powis provided a high level overview of the COVID-19 Modeling and Forecasting including graphs of presumptive and confirmed MGH COVID ICU/ Acute Care admissions and noted that such modelling tool gives very good sense of direction and situation mobility to the leadership team.

Recovery Plan

Dr. Carmine Simone, Chief of Surgery, outlined hospital's recovery plan and strategies for emerging from COVID-19 pandemic including supporting the community, ambulatory surgical services and operating room services being explored as 7 day work week and 6 pm end of block vs usual 3:30 pm.

Q & A Session

The speakers answered the questions raised by Board members. Sarah Downey, President and CEO of Michael Garron Hospital/ Toronto East Health Network, thanked directors for actively participating in discussion, reminded the Board that the next Board meeting will be held in about a month when the leadership will provide a new update on the COVID-19 situation.

SUMMARY OF THE BOARD OF DIRECTORS

Meeting held on April 22, 2020

At 1600 hours via Zoom

Susan Armstrong, Chair of the Board of Directors, thanked hospital leadership and all the speakers for an excellent presentation and noted that meeting without management (in camera session) will not be required.

4.0 CONCLUSION

There being no further business to discuss, the meeting was concluded at 1730 hours.

Date of future meetings: May 26, 2020, June 23, 2020.

Susan Armstrong, Chair

Olga Grigorovskaya, Recorder