

SUMMARY OF THE BOARD OF DIRECTORS

Meeting held on January 28, 2020

At 1530 hours at Michael Garron Hospital
Gray Steele Boardroom (J404A)

1.0 EDUCATION SESSION

Maria McDonald, an ethicist with Health Alliance, currently working in ethics at Michael Garron Hospital and West Park Healthcare Centre, provided an education session on ethical decision making process with the overall aim of ensuring the delivery of high quality health care to the hospital's patients as well as building trust in healthcare system. M. McDonald described interrelationship of law, policy and ethics and outlined statutory, legal and fiduciary obligations of Board members.

2.0 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 16:00 pm. It was confirmed that there was a quorum. S. Armstrong asked whether there were any conflicts and none were declared. Sarah Downey, President and CEO of MGH/TEHN introduced two new Administrative Residents, Tanzina Chowdhury and Summer Chaudhry and Sundeep Ingelala, a participant of the Emerging Leadership Program.

3.0 APPROVAL OF PREVIOUS MINUTES

The minutes from the Board meetings held on November 26, 2019 and December 17, 2019 were approved as pre-circulated.

4.0 NEW BUSINESS

4.1. Update from Board Chair

S. Armstrong provided a high level overview of the meeting agenda, highlighted a few items from the CEO and Chief of Staff Reports and shared with the Board that Dr. Jeff Powis will join the meeting to provide an update on the current situation with Novel Coronavirus. S. Armstrong also advised the Board that in line with the annual Board governance process she will be contacting elected directors to set up her one on one calls to discuss committee membership preferences, committee leadership and Board leadership succession plan. S. Armstrong also reminded the Board that it is extremely important that directors participate in the accreditation process and attend the Board interview by accreditation surveyors scheduled for June 15, 2020.

4.2. Update from CEO

Sarah Downey, President and CEO of Michael Garron Hospital/Toronto East Health Network, referred to the pre-circulated Briefing Note and the CEO Report to the Board and shared with directors that there is a lot of interest in health care sector to our model of establishing Ontario Health Team, the model that includes primary care physicians as anchor partners. S. Downey reiterated that Associate Deputy Minister of Health visited East Toronto on January 23, 2020, the visit included a walk through the Emergency Department as well as a visit to the newly renovated Oakridge Substance Use and Health Hub. S. Downey shared with the Board that ETHP has 60 engaged partners, and the first planning session was held on January 16, 2020, very positive feedback was received after the session. The Board agreed that OHT governance mechanisms should be brought for further discussions as a future Governance Committee meeting.

Next, Dr. Jeff Powis, Medical Director, Infection Prevention and Control, joined the meeting and provided an update on the situation with Novel Coronavirus and assured the Board that with regards to public health and infection prevention and control the current situation is completely different compared to 17 years ago during SARS outbreak with much better resources and communication across the city/country/globe. Dr. Powis also

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noted that the situation is evolving rapidly and Ministry of Health is updating information regularly. The Board agreed that hospital leadership are very fortunate to have such a strong and dedicated Infection Prevention and Control team with Dr Jeff Powis as a leader.

4.3. Finance & Audit Committee Update

4.3.1 Assumptions for Planning Fiscal Year 2020-2021

A Briefing Note concerning the assumptions for planning fiscal year 2020/21 was pre-circulated with the Agenda package. Lovisa McCallum, Chair of the Finance & Audit Committee outlined the optimization initiatives and budget balancing strategies as presented to the Finance & Audit Committee at the January 22 Committee meeting.

4.3.2 Financial Results

A Briefing Note on the review of Financial Statements was pre-circulated with the agenda package. L. McCallum referred to the pre-circulated materials, asked directors if they had any questions and none were brought forward.

4.3.3 Capital Approval – Master Plan Refresh

A Briefing Note on the capital approval – Master Plan Refresh was pre-circulated with the agenda package. L. McCallum referred to the pre-circulated materials and requested a motion to approve Master Plan work as outlined in the Briefing Note and as recommended by the Finance & Audit Committee.

4.3.4 Code Grey Update

A Briefing Note pertaining to Code Grey/ Cyber Security Incident update was pre-circulated with the agenda package. L. McCallum shared with the Board that hospital leadership initiated development of cyber security road map to assess and document hospital's current state with regards to cyber security and benchmark against other healthcare organizations.

4.4. Redevelopment Committee Update

A Briefing Note on the Redevelopment Project update was pre-circulated with the agenda package. John Tobin, Chair of the Redevelopment Committee provided a summary of key risks related to the redevelopment project and noted that the hospital has a strong redevelopment team staying on top of these issues and developing mitigation strategies.

J. Tobin also provided a high level update on the Medical Device Reprocessing Department renovation project and advised the Board that full renovation has been deferred until the new patient tower is occupied in 2022.

4.5. Performance Monitoring and Quality Committee Update

Reports on a critical incident and potential critical incident were presented to the Board. Dr Ian Fraser, Chief of Staff provided a high level overview of these incidents on request of Andrew Steele, Chair of the Performance Monitoring and Quality Committee.

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4.6. 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.

4.7. Foundation Update

The MGH Foundation report was pre-circulated with the agenda package. Mitze Mourinho, President of the MGH Foundation highlighted a few items including the February 5 Behind the Scene event as social event for both hospital and Foundation Boards and outlined the events scheduled for summer and fall as well as confirmed the date for the 2021 Laughter is the Best Medicine Gala.

5.0 CONSENT

The Consent items were presented for information and included:

5.1. CEO Report

5.2. Chief of Staff Report

5.3. Report from Performance Monitoring and Quality Committee

A Briefing Note highlighting items discussed at the December 4, 2019 meeting of the Performance Monitoring and Quality Committee was pre-circulated with the agenda package.

5.4. Volunteer Services Report

The January 2020 Volunteer Bulletin was pre-circulated with the agenda package.

6.0 MEETING WITHOUT MANAGEMENT (ELECTED DIRECTORS ONLY)

An in-camera meeting was held by the elected directors.

7.0 CONCLUSION

There being no further business to discuss, the meeting was concluded at 1815 hours.

Date of future meetings: March 24, 2020, May 26, 2020, June 23, 2020.

Susan Armstrong, Chair

Olga Grigorovskaya, Recorder