

OPEN SESSION MINUTES OF THE AHI & TDMH JOINT BOARD OF DIRECTORS' MEETING
Wednesday, January 31, 2024
AHI Boardroom

ATTENDANCE

R = regrets

AHI Board Members (with vote)

Stephanie Nevins (Co-Chair)
 Don Campbell
 Michelle Franklin
 Harold Matthews

Scott Davis
 Cody Groat
 R Tanya Pirie

AHI Ex-Officio Members (without vote)

AHI Chief of Staff
 Dr. Arlan Walsh

TDMH Board Members (with vote)

Diane Kleer (Co-Chair)
 R Judy Cayford
 Carrie Lewis
 Heather Spanjers

Susan Goble Hall
 Stephen Molnar

TDMH Ex-officio Members (without vote)

Dr. Clayton Inculet
 R Dr. Michael Surkont

Integrated Ex-officio Members (without vote)

Nadia Facca, President & CEO
 April Mullen, Chief Nursing Executive & VP Clinical Services

Resources

Mike Bastow, Chief Operating Officer & VP Finance

R Jennifer Row, Chief Quality Officer & VP Human Resources and Risk

Lisa Dahm, Executive Assistant

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
OPEN SESSION		
1. CALL TO ORDER Stephanie Nevins called the open session meeting to order at 5:50 pm.		
1.1 Quorum A quorum was present for both organizations.		

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
<p>1.2 Conflict of Interest There were no conflicts to declare.</p>		
<p>1.3 Approval of Agenda</p>	<p><u>MOTION:</u> Moved by Harold Matthews Seconded by Scott Davis</p> <p>RESOLVED that the agenda be approved, including consent items, as circulated. Carried.</p> <p>Consent Agenda Items:</p> <ul style="list-style-type: none"> • Approval of previous open session minutes – November 29, 2023 • CNE and VP Clinical Services Report • COO and VP Finance Report • Chief Transformation Officer, VP Human Resources • AHI Joint Health & Safety Minutes – November 28, 2023 	<p>Obtain signatures on meeting minutes (L. Dahm)</p>
<p>2. BOARD CONTINUING EDUCATION SESSION: PFAC (Patient and Family Advisory Council)</p> <p>Presented by A.Mullen</p>	<p>Presentation co-created with Marilyn Robson, co-chair of the PFAC, and originally presented to Quality, Risk & Patient Safety Committee. Presentation included points around the PFAC work plan and talked about recruitment, orientation and on-boarding, with a focus on Patient Survey refresh and Patient Experience rounding.</p>	

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<p>3. BUSINESS ARISING FROM CONSENT AGENDA</p>	<p>Discussion:</p> <ul style="list-style-type: none"> • PFAC members attend new hire orientation – this includes all new hires from every department: clinical, maintenance, housekeeping, etc. • Currently 6 Patient and Family Advisors, on-boarding a 7th, goal is to reach about 10 allowing for more diversity. <p>The refresh to this program has been a tremendous amount of work, congratulations to April for having been engaged in this way, and able to revamp this process.</p>	
<p>4. MATTERS FOR DECISION/DISCUSSION/INFORMATION</p>	<p>Discussion of AHI JHSC Committee minutes – Item 7.1. There was disappointment in the result minutes regarding fire drill. Actions noted were education, so there will be follow up at that point to ensure this improves.</p>	
<p>4.1 President and CEO Report</p> <p>Presented by N. Facca</p>	<p>Highlights:</p> <ul style="list-style-type: none"> • Mobile CT trailer at TDMH, old CT has been removed; mobile CT had some issues over the weekend, but those have been resolved • Integration Phase II work has continued with naming, governance models all of which will all come forward to the February Joint Board meeting • QIP update • Financial Update – please read the news article from the OHA • Hosting a meeting/visit with MPP Ernie Hardeman February 8 • Tillsonburg Council resolution to hire Health Care professional Recruitment Coordinator in partnership with TDMH; similar request was 	

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	<p>made to Ingersoll</p> <ul style="list-style-type: none"> • Health Human Resources details in the CQO report but vacancy rate has improved • HIROC “Blueprint” production included N. Facca • Top Risks: HHR, ED Services, Financials <p>Discussion that the Town of Ingersoll has not committed to the Physician Recruitment Coordinator; the position will support AHI and TDMH and will be funded through joint hospital budgets. Clarification of the Town of Tillsonburg role to act like a grant funder for TDMH/AHI to create a recruitment program, and that the Tillsonburg/TDMH physician incentive package remains in place with no change. Ingersoll is currently creating a Health Strategy, at this time we don’t know what that contains or how that will affect AHI.</p>	
<p>4.2 Quality, Risk and Patient Safety Committee – January 12, 2024</p> <p>Presented by C. Lewis</p>	<p>Minutes were pre-circulated for review. Highlights:</p> <ul style="list-style-type: none"> • Quality Improvement Plan Development • Accreditation update • PFAC <p>Kudos to Kerri Monahan, Jennifer Row and team for including staff in the QIP development, as well as the thought that’s gone into the process including having Patient Advisors involved.</p>	
<p>4.3 Governance Steering Committee – December 1, 2023 & January 26, 2024</p> <p>Presented by D. Kleer</p>	<p>Minutes were pre-circulated for review. Highlights:</p> <ul style="list-style-type: none"> • Review of Joint Board evaluation results and resulting action items • OHA Self-Assessment results 	

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	<ul style="list-style-type: none"> • Communication and Engagement plan review <p>Discussion included note to be proactive with community engagement due to lack of local community media, finding creative ways to get positive messaging to the communities, especially regarding integration, to ensure community involvement.</p> <p>Good decision revising staff to team member within the Communication and Engagement plan for increased inclusiveness. There was a suggestion to include Patient Safety Incidents in the communication plan. There are Patient Safety Concern policies so this information is already included there, but it can be added to the communications plan as a reference to the policies.</p> <p><u>MOTION:</u> Moved by Stephen Molnar Seconded by Cody Groat</p> <p>RESOLVED that the Communication and Engagement Plan be approved, as presented. Carried.</p>	
<p>4.4 Corporate Planning and Finance Committee – January 22, 2024 (AHI & TDMH)</p> <p>Presented by M. Franklin (AHI) and D. Kleer (TDMH)</p>	<p>Minutes were pre-circulated for review. Highlights:</p> <ul style="list-style-type: none"> • AHI Investment review • AHI Financial and Statistical Report 2023 -2024 Q3 • HSAA update (to be further discussed in-camera) • TDMH Financial and Statistical Report 2023-2024 Q3 	
<p>4.5 Annual Freedom of Information Update</p>		

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<p>Presented by N. Facca</p> <p>5. NEW BUSINESS There is no new business to address.</p> <p>6. MOTION TO MOVE TO IN-CAMERA SESSION</p>	<p>In 2023 there was 1 request for Freedom of Information (FOI). Hamilton Health Sciences was issued a FOI re: any discussions held re: stopping universal masking. An AHI/TDMH team member attends a regional call in which this topic was discussed and those meeting minutes were to be released with the FOI request. We had to provide the team member’s consent that her name would be released as attending the meeting which we did.</p> <p><u>MOTION:</u> Moved by Scott Davis Seconded by Heather Spanjers</p> <p>RESOLVED to move into the in-camera session at 6:53 pm to receive reports on items pursuant to the Board of Director’s In-camera policy. Carried.</p> <p>The meeting terminated at the completion of the closed session.</p>	



Nadia Facca,
President and CEO



Stephanie Nevins,
AHI Joint Board Co-Chair