

OPEN SESSION MINUTES OF THE AHI & TDMH JOINT BOARD OF DIRECTORS' MEETING
Wednesday, February 23, 2022
Virtually

PRESENT:*AHI*

Don Campbell (Co-Chair) Ian Blain Michelle Franklin Harold Matthews Stephanie Nevins Tanya Pirie

TDMH

Ruby Withington (Co-Chair) Diane Kleer Carrie Lewis Ann Loker Barbara Morgan Heather Spanjers (vacancy)

EX-OFFICIOS

Mike Bastow Dr. Jamie Cluett Cheryl Pfaff Dr. Jay Taylor

GUEST(S): Melanie Kennedy, Coordinator Patient Registration and Communication, Privacy Officer (Item 2. Board Education)

REGRETS:*AHI*

Dr. Amy Blake Todd Ross

TDMH

Dr. Michael Surkont

RESOURCE: Mike Bastow, Chief Operating Officer and VP People and Finance; Jennifer Row, VP, Program Development and System Transformation; Lorelee Heemskerk, Recording Secretary

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
OPEN SESSION		
1. CALL TO ORDER	Ruby Withington called the open session meeting to order at 5:30 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</p> <p>1.3 Approval of Agenda</p>	<p>There were no conflicts to declare.</p> <p>It has been requested that we pull out the fire alarm item from the AHI Joint Health and Safety Committee minutes into the regular agenda.</p> <p><u>MOTION:</u> Moved by Harold Matthews Seconded by Ann Loker</p> <p>RESOLVED that the agenda be approved, including consent items, as amended. Carried.</p> <p>Consent Agenda Items:</p> <ul style="list-style-type: none"> • Approval of previous open session minutes – January 26, 2022 • CNE and VP Clinical Services, Quality and Safety Report • VP, Program Development and System Transformation • AHI Joint Health and Safety Minutes – January 25, 2022 • TDMH Joint Health and Safety Minutes – January 19, 2022 	<p>Obtain original signature on meeting minutes (L. Heemskerk)</p>
<p>2. BOARD CONTINUING EDUCATION SESSION: Privacy and Confidentiality Education by Melanie Kennedy, Coordinator Patient Registration and Communication, Privacy</p>	<p>The presentation provided an overview of privacy and confidentiality, applicable legislation, regional initiatives and privacy audits. The Privacy Officer is responsible for investigating privacy breaches, disciplinary action and notification to affected individuals that their privacy has been breached.</p> <p>The electronic patient record (EPR) can track who has accessed the record. Standard privacy breaches include individuals looking up a relative's information or staff accessing their own health record. The proper protocol for staff accessing their health record is to submit a request to Health Records.</p>	

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
	<p>Staff and physicians complete annual Privacy/Confidentiality education which includes sign-off on a Confidentiality Agreement. External contractors also sign-off on Confidentiality Agreements.</p>	
<p>3. BUSINESS ARISING FROM CONSENT AGENDA</p>		
<p>3.1 Joint Board open session minutes</p>	<p><u>Cybersecurity Insurance Update</u> In follow-up to last month's enquiry about cybersecurity insurance, a preliminary call with Healthcare Insurance Reciprocal of Canada (HIROC) confirmed that our cybersecurity insurance meets industry standards. HIROC will be attending the Corporate Planning and Finance Committee in March to provide additional information. The hospitals will be participating in a cybersecurity assessment process.</p>	
<p>3.2 AHI Joint Health and Safety Committee</p>	<p><u>False fire alarms</u> A number of factors contributed to the multiple false fire alarms in 2021, e.g. dust, humidity. The Fire Department is mandated to attend regardless of whether it is a false alarm. There is a plan to replace remaining older model fire detectors with newer models that aren't so sensitive to dust. There is no cost recovery if external vendors accidentally trip the alarm while working on-site.</p>	
<p>4. MATTERS FOR DECISION/DISCUSSION/INFORMATION</p>		
<p>4.1 President and CEO Report</p>	<p>Highlights included:</p> <ul style="list-style-type: none"> • COVID update and gradual lifting of Directive 2; all diagnostic and ambulatory care services have resumed; plans are in place to increase surgical capacity to 70%; all phases are contingent on med/surg capacity and health human resources, intensity of COVID transmission and the hospital's ability to accept transfers. • Provincial COVID modelling shows a slow decrease in hospital admissions with an anticipated spike at the end of February; extremely cautious to ensure stability of our health human resources. 	

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<p>4.2 Quality, Risk and Patient Safety Committee – February 7, 2022</p> <p>4.3 Governance Steering Committee – February 10, 2022</p>	<ul style="list-style-type: none"> • New surgical program update re same day hips and knees. • Facility upgrades: AHI generator; TDMH elevators. • Staff vaccination policy aligns with the Ontario Hospital Association and Ontario hospitals and remains in effect. <p>Meeting highlights were reviewed. Patient story outlined the steps to accommodate a patient on high-level oxygen to meet infection control guidelines to ensure staff and patient safety in preparation for surgery.</p> <p>Meeting highlights were reviewed. In follow-up to meeting evaluation results, board members are encouraged to ask questions and to use the ‘raise hand’ webex tool. Board policies are being reviewed and updated to ensure compliance with the new Ontario Not-for-Profit Corporations Act.</p> <p><u>MOTION:</u> Moved by Barb Morgan Seconded by Diane Kleer</p> <p>RESOLVED that the Joint Board of Directors approve the revised Director Annual Declaration and Consent as presented. Carried.</p> <p><u>MOTION:</u> Moved by Harold Matthews Seconded by Ian Blain</p> <p>RESOLVED that the Joint Board of Directors approve the revised Nominations Policy as presented. Carried.</p>	<p>Follow-up (L. Heemskerk)</p> <p>Follow-up (L. Heemskerk)</p>

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<p>4.4 OneChart – Phase 2 Update</p>	<p>The presentation outlined the cost and benefit analysis for OneChart including functionality, benefit and outcomes for phase 1 and phase 2. The larger London hospitals are the main organizations and regional hospitals are affiliates. Phase 1 is complete. The financial implications for implementing phase 2 are substantial with significant ongoing annual operating costs. The benefits and risks in not proceeding were discussed. Consultation is underway with the ministry regarding healthcare’s electronic footprint and funding for the operating and capital components.</p>	
<p>5. NEW BUSINESS</p>	<p>There is no new business to address.</p>	
<p>6. MOTION TO MOVE TO IN-CAMERA SESSION</p>	<p><u>MOTION:</u> Moved by Ian Blain Seconded by Stephanie Nevins</p> <p>RESOLVED to move into the in-camera session at 6:47 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>	

Mike Bastow,
Interim President and CEO

Ruby Withington,
TDMH Joint Board Co-Chair