

**OPEN SESSION MINUTES OF THE AHI & TDMH JOINT BOARD OF DIRECTORS' MEETING**  
**Wednesday, November 30, 2022**  
**Virtual Meeting via Webex**

**PRESENT:**

*AHI*  
 Don Campbell (Co-Chair)   Scott Davis                      Michelle Franklin      Cody Groat                      Harold Matthews      Tanya Pirie

*TDMH*  
 Diane Kleer (Co-Chair)      Judy Cayford              Carrie Lewis              Lidia Piccolo              Heather Spanjers  
 Ruby Withington

*EX-OFFICIOS*  
 Dr. Amy Blake                      Dr. Punkuj Chawla      Nadia Facca              Dr. Clay Inculet              Mike Bastow              Jennifer Row  
 April Mullen

**GUEST(S):**                      Julia Harris – AHI Staff Member

**REGRETS:**

*AHI*    Stephanie Nevins  
*TDMH*    Ann Locker  
     Dr. Surkont

**RESOURCE:** Mike Bastow, Chief Operating Officer and VP Finance; Jennifer Row, Chief Transformation Officer and VP, Human Resources; Lesley Ross, Recording Secretary

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
<b>OPEN SESSION</b>		
<b>1. CALL TO ORDER</b>	Don Campbell called the open session meeting to order at 5:30 pm.	

AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
<p><b>1.1 Quorum</b></p> <p><b>1.2 Conflict of Interest</b></p> <p><b>1.3 Approval of Agenda</b></p>	<p>A quorum was present for both organizations. Don Campbell welcomed Julia Harris, an AHI Staff member, to the “open session” of the meeting. Don Campbell also acknowledged, on behalf of the Joint Board, Lesley Ross who has been providing support to the Board in Loralee Heemskerk’s absence.</p> <p>There were no conflicts to declare.</p> <p><b><u>MOTION:</u></b>  <b>Moved by: Scott Davis</b>  <b>Seconded by: Diane Kleer</b></p> <p><b>RESOLVED that the agenda be approved, including consent items, as circulated. Carried.</b></p> <p>Consent Agenda Items:</p> <ul style="list-style-type: none"> <li>• Approval of previous open session minutes – October 26, 2022</li> <li>• Chief Operating Officer and VP Finance Report</li> <li>• Chief Transformation Officer and VP Human Resources</li> <li>• Chief Nursing Executive and VP Clinical Services</li> <li>• AHI Joint Health and Safety Minutes</li> <li>• TDMH Joint Health and Safety Minutes</li> </ul>	<p>Obtain original signature on meeting minutes (L, Ross)</p>
<p><b>3. BUSINESS ARISING FROM CONSENT AGENDA - There is no business arising from the consent agenda.</b></p> <p><b>MATTERS FOR DECISION/DISCUSSION/INFORMATION</b></p> <p><b>President and CEO Report</b></p>	<p>The report provided an update on key activities at AHI and TDMH in alignment with the organizational strategic priorities.</p>	

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	<p>Nadia Facca provided the following updates:</p> <p><b><u>Accreditation Update :</u></b></p> <ul style="list-style-type: none"> <li>• On December 2, the Hospitals will be hosting an Accreditation event. The goal of this event is to increase staff comfort levels and familiarity with the accreditation process and to help in identifying gaps to work on prior to the onsite survey.</li> </ul> <p><b><u>Current Workplace Situation:</u></b></p> <ul style="list-style-type: none"> <li>• Given the current pressures facing our front line staff and leaders, Executive Leaders have been purposefully reviewing all activities with direct reports and setting priorities and/or delaying activities/initiatives in accordance with resources, time and energy available.</li> <li>• Particular attention is focusing on supporting staff and leaders to ensure they have autonomy and feel empowered to decide what they can manage (and what needs to be delayed).</li> <li>• Executive Leaders continue to be committed to being purposefully visible, providing meaning, purpose and importance to everyone’s work, and promoting a physical and psychologically safe environment.</li> <li>• Based on feedback from staff surveys done earlier in the year, Nadia Facca has also commenced small group sessions called “Snack, Chat and Stay on Track” at each hospital to further support and engage staff.</li> <li>• To show gratitude to staff for their hard work and commitment, the AHI and TDMH Recreation Committees have several holiday events planned in the coming weeks.</li> <li>• The Integrated Wellness Committee is launching monthly workplace wellness strategies as well.</li> </ul> <p>Jennifer Row and April Mullen provided additional data and information to support the discussion about current state and strategies around recruitment and retention of our health human resources. The Internationally Educated Nurses program and the New Graduate Initiative (NGGI) are both underway at the hospitals.</p>	



AGENDA ITEM	DISCUSSION/OUTCOME	ACTION PLAN/ TIMEFRAME & RESPONSIBILITY
<p><b>NEW BUSINESS</b></p> <p><b>MOTION TO MOVE TO IN-CAMERA SESSION</b></p>	<p>Don Campbell encouraged all Board Members to attend the “Joint Board of Directors – Accreditation Education and Survey Preparation” meeting on January 4<sup>th</sup> at 5:30 pm.</p> <p>There is no new business to address.</p> <p><b><u>MOTION:</u></b>  <b>Moved by: Harold Matthews</b>  <b>Seconded by: Heather Spanjers</b></p> <p><b>RESOLVED to move into the in-camera session at 6:20 pm to receive reports on items pursuant to the Board of Director’s In-camera policy. Carried.</b></p> <p>The meeting terminated at the completion of the closed session.</p>	

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Nadia Facca,  
President and CEO

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Don Campbell,  
AHI Joint Board Co-Chair