



Hospital
 Board of Directors Meeting Minutes
 Wednesday, January 31, 2018 - 6:00pm
 Casey House – 119 Isabella St. - Conference Room

Members:

- ✓ James Alberding
- ✓ Stephen Brown*
- ✓ Joseph DeFoa
- ✓ Jennifer A. Dewling
- Joyce Fenuta
- ✓ Mark Garber
- Kelly Glass
- Bryn Gray
- ✓ Elaine Kierans
- ✓ Mark Lachmann

- Debbie McDonald
- ✓ Leighton McDonald
- ✓ James Owen
- ✓ Judith Purves*
- ✓ Feaz Rahim
- ✓ Geoff Rawle*
- David Simmonds
- ✓ Cynthia Stewart
- ✓ Priya Tandon

Ex-Officio:

- ✓ Joanne Simons
- ✓ Karen de Prinse
- ✓ Malika Sharma

Invited Guests:

- ✓ Claire Morris
- ✓ Mark Trask
- ✓ Soo Chan Carusone

**via teleconference*

Recorder: Lorraine Rhoden

#	Agenda Topic and Discussion Points	Decision
1.0	Client Story: The client story was cancelled due to illness.	
2.0	Board Education: Leighton McDonald introduced Michael Watts, Casey House's Employment Lawyer. He presented on the Broader Public Sector Accountability Act. He responded to questions from the Board.	
3.0	Research Presentation: Joanne Simons introduced Soo Chan Carusone, Director of Research at Casey House. Soo presented on Understanding Casey House Clients and Care.	
4.0	Call to Order & Approval of Agenda: Leighton McDonald called the meeting to order. <i>Motion by Judith Purves to approve the agenda as presented. Seconded by Mark Garber.</i>	<i>Carried</i>
5.0	Approval of Minutes: 5.1 Approval of Board of Directors Meeting Minutes - November 29, 2017 <i>Motion by Elaine Kierans to approve the Casey House Board of Directors Meeting Minutes of November 29, 2017 as presented. Seconded by Mark Garber.</i>	<i>Carried</i>
6.0	Items for Information/Discussion: 4.1 Chair Report Leighton McDonald deferred his report to the Governance briefing.	

6.2 CEO Report

Joanne Simons provided a review, highlighting the following:

- A new poll will be dispersed for Board Retreat on April 14, 8:30 am – 4:30 pm. The agenda will include:
 - a guest speaker to present on Governance's roles and responsibility
 - review proposed Strategic Plan
- Union negotiations - received arbitration decision; two key positions were acknowledged – the ability to stratify within the workforce, and the request to freeze employee's wages was rejected
- Employee Engagement survey - the goal of 80% participation rate was met (82%). Next step is to share results with the organization, create a framework and working group to help tackle the identified issues together, each department to review their result and create an action plan
- The Casey Award and the process of selecting a representative from the board. Mark Lachmann, who is a member of the Award committee, described the activities involved in the Casey Award and asked interested parties to identify themselves to Joanne
- Pride Toronto has suggested in recognition of Fife House and Casey House both celebrating 30-years anniversary this year, to profile both organizations as performing considerable work within the HIV community, which would entail coverage on PRIDE publications, and fundraising options. A decision will be made within a week. The parade occurs this year on June 20 – 24

6.3 Medical Director Report – Physician's Credentials

Malika Sharma introduced herself and provided an update of her orientation as the new Medical Director. She reviewed the pre-circulated briefing note, and highlighted the following:

- The MAC committee met on November 22nd to review the credentialing application submitted for medical staff privilege at Casey House from a new grad, referred by David Knox. Pending is his CPSBC- as he practiced in BC
- Working on process of hand over, focusing as a team instead of 'one day' doctors. There is a concentrated effort to build transparency with allied health team and nursing team, ensuring input is sought out and acted upon, which demonstrates non-hierarchical, team based approaches
- Malika gave an overview of educational activities she is engaged with

Motion by Mark Lachmann that the Casey House Board of Directors approve the credentialing of Dr. Edward Maloney for the medical staff category in which he applied and as recommended by the Medical Advisory Committee, pending outstanding items. Seconded by James Owen.

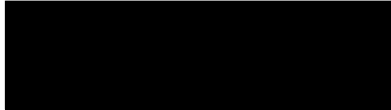
Carried

	<p>6.4 Governance Committee Leighton McDonald introduced the pre-circulated information and noted that the committee met. He reviewed the briefing note and highlighted the following:</p> <ul style="list-style-type: none"> • Board recruitment will begin in April • AGM - the proposed date for the Annual General Meeting is Tuesday, June 12, 2018 • Fife House/9 Huntley - a business case describing the use of funds from the sale of 9 Huntley is being reviewed by Steven Wong, a senior advisor at MOH. CH has requested a response from MOH by March 15 • BIRD Construction claim - We are awaiting response from BIRD based on our claim analysis • CANFAR - has approached CH re relocation of space to accommodate one shared office space and two private offices. The prospect of a possible collaboration can be a worthwhile venture as it will provide additional revenue and/or funding. Further discussion, detailing analysis and costing of their requirements will be held, to determine its viability <p>6.5 Finance Committee Judith Purves reviewed the briefing note in the background document and highlighted item # 4, which detailed PCOP funding. No concerns were raised.</p> <p>6.6 Quality Committee Mark Lachmann introduced the pre-circulated material and noted that the committee met on January 15th. He provided an update on the project, highlighting the following:</p> <ul style="list-style-type: none"> • Electronic Health Record - issues are ongoing, the physician team and Karen de Prinse are working collaboratively with B Sharp to resolve • DHP - visit volume trends have stabilized. The LHIN has been notified of visit numbers and has identified no concerns. • Mandatory reporting - two reported cases of violence in the workplace <p>6.7 Redevelopment Committee Mark Garber referred to the briefing note included in the background document and noted the following:</p> <ul style="list-style-type: none"> • Noise complaint - mitigation has been completed, but cannot confirm if the issue has been fully resolved until the spring/summer 	
7.0	In-Camera Session:	
	<p>Leighton McDonald called the in-camera session to order.</p> <p><i>Motion by Elaine Kierans to approve the agenda. Seconded by Priya Tandon.</i></p> <p>Leighton McDonald adjourned the in-camera session.</p>	<p><i>Carried</i></p> <p><i>Carried</i></p>

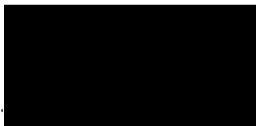
	<i>Motion by Priya Tandon to adjourn the in-camera session. Seconded by Mark Garber.</i>	
8.0	Adjournment:	
	Leighton McDonald adjourned the meeting at 8:08pm. <i>Motion by Mark Lachmann to adjourn the meeting. Seconded by James Owen.</i>	<i>Carried</i>

Next Meeting: Wednesday, March 28, 2018; 6:00pm

I certify that these minutes were considered and approved at the meeting of the Casey House Board of Directors on March 28, 2018.



Leighton McDonald
Board Chair



Feaz Rahim
Board Secretary