

# CHATHAM-KENT HEALTH ALLIANCE

## Boards of Directors

### Open Board Meeting Minutes

**Date:** Saturday, February 24, 2018  
**Time:** 12:30 pm to 13:30 pm  
**Place:** Chatham-Kent Health Alliance  
Board Room, Frank and Mary Uniac Auditorium, 80 Grand Ave. W., Chatham, ON

**Members:** Rob Devitt, Chair

**Ex-Officio:** Lori Marshall, President & Chief Executive Officer; Dr. Pervez Faruqi, Chief of Staff ; Dr. Allison Morand, President Medical Staff; Lisa Northcott, VP, Chief Nursing Executive, Chief, Professional Practice

**Incoming Board Members:** Greg Aarssen, Kathryn Biondi, Robert Dye, Brian Glover, Deborah Hook, Rita Mezei, Dan Miskokomon, Geetu Pathak, Sharon Pfaff, April Rietdyk, Betty Schepens

**Members:** Gaye Thompson, CKHA Foundation Board Chair (Ex-Officio)

**Guests:** Ken Deane, Governance Coach; Deb Ancocik, VP, Chief Human Resources Officer; Jerome Quenneville, VP, Chief Financial Officer and Chief Information Officer; Zoja Holman, Director, Chief Strategy and Privacy Officer; Fannie Vavoulis, Director Communications & Chief Community Engagement Officer

**Recorder:** Annette Zimmer, Senior Executive Assistant, Governance Coordinator

**Regrets:** April Rietdyk

#### 1.0 Call to Order

##### 1.1 Quorum

Rob Devitt, Chair, Chatham-Kent Health Alliance presides. He called the meeting to order at 11:35 am and welcomed the New Board of the Chatham-Kent Health Alliance.

Rob Devitt, Chair confirmed the Officers and Committee Chairs of the Board of the Chatham-Kent Health Alliance to be as follows:

##### Officers:

- Greg Aarssen, Board Chair
- Sharon Pfaff, Vice Chair
- Robert Dye, Vice Chair and Treasurer
- Lori Marshall, Secretary

##### Committee Chairs:

- Sharon Pfaff, Quality Committee Chair
- Robert Dye, Resources Committee Chair
- Deborah Hook, Governance Committee Chair

He noted these positions will take effect immediately following the removal of his OIC appointment by the Minister of Health and Long-Term Care. He further noted that the Quality Committee and Resources Committee meetings to be held the first week of March will be Committees of the Whole Board.

##### 1.2 Conflict of Interest and Confidentiality Declarations

No member declared a conflict of interest or confidentiality declarations regarding any items on the agenda.

**1.3 Approval of Agenda**

Rob Devitt, Chair noted there was an agenda addition and requested an update from the CEO regarding the Chatham-Kent flood situation under the CEO report. He called for approval of the agenda as amended.

**IT WAS AGREED THAT** the Board of the Chatham-Kent Health Alliance approve the agenda as amended. **CARRIED.**

**2.0 Board Education**

**2.1** Board Orientation Sessions held on February 23 - 24, 2018 as part of the Board Education calendar.

**3.0 Patient Story**

**3.1** A Patient Story was presented and discussed.

**4.0 Approval of Consent Agenda Items**

**4.1** Rob Devitt, Chair reviewed the consent agenda.

Lori Marshall, President and Chief Executive Officer provided a verbal update regarding the Chatham-Kent flood situation. She noted the Chatham-Kent Health Alliance Security/Emergency Preparedness Manager has been monitoring the situation and actively engaged with the Municipality. Contingency plans are in place at CKHA to manage any surge in incoming patients that might arise as well as to protect the hospital's infrastructure at both sites. Regular updates are received, sump areas in all basements of all properties are being monitored with only one ground water issue identified. To date, no increase in patient need has arisen.

**IT WAS AGREED THAT** the Board of the Chatham-Kent Health Alliance accept the consent agenda as amended and endorse the acceptance, receipt and filing of information contained therein including the following:

- i. CKHA Open Board meeting Minutes of the meeting held on Thursday, January 25, 2018.
- ii. Report of the President and Chief Executive Officer Report dated Thursday, February 15, 2018.
- iii. Report from the Chief of Staff dated Thursday, February 15, 2018.
- iv. Report from Debbie Ancocik, Vice President, Chief Human Resources Officer dated Tuesday, February 13, 2018 regarding Workplace Violence Prevention Committee Update
- v. Foundation Monthly Dashboard, January 2018. **CARRIED.**

**5.0 Matters Requiring Decision**

**5.1 Briefing Note from Rob Devitt, Supervisor, dated Wednesday, February 14, 2018 regarding Final CKHA Hospital By-Law No. 1 and Final CKHA Governance Manual.**

The Board of the Chatham-Kent Health Alliance reviewed the briefing note from Rob Devitt, Supervisor, dated Wednesday, February 14, 2018 regarding Final CKHA Hospital By-Law No. 1 and Final CKHA Governance Manual.

After review, discussion, deliberation on the information provided and all questions asked were answered to the satisfaction of the Board of the Chatham-Kent Health Alliance, the Board approve the following:

**IT WAS AGREED THAT** the Board of the Chatham-Kent Health Alliance approved the final CKHA Hospital By-Law No. 1 and CKHA Governance Manual of the Board of the Chatham-Kent Health Alliance and direct Administration to archive the old Board Policies. **CARRIED.**

**5.2 Briefing Note from Lori Marshall, President & Chief Executive Officer dated Wednesday, February 14, 2018 regarding Chatham-Kent Health Alliance Strategic Planning Process.**

The Board of the Chatham-Kent Health Alliance reviewed briefing note from Lori Marshall, President & Chief Executive Officer dated Wednesday, February 14, 2018 regarding Chatham-Kent Health Alliance Strategic Planning Process.

After review, discussion, deliberation on the information provided and all questions asked were answered to the satisfaction of the Board of the Chatham-Kent Health Alliance, the Board approve the following:

**IT WAS AGREED THAT** the Board of the Chatham-Kent Health Alliance approve the strategic planning process as presented by the Chief Executive Officer. **CARRIED.**

**5.3 Briefing Note from Darlene Tetzlaff, Director of Finance dated Wednesday, February 14, 2018 regarding Financial Update, ending December 31, 2017.**

The Board of the Chatham-Kent Health Alliance reviewed briefing note from Darlene Tetzlaff, Director of Finance dated Wednesday, February 14, 2018 regarding Financial Update, ending December 31, 2017.

After review, discussion, deliberation on the information provided and all questions asked were answered to the satisfaction of the Board of the Chatham-Kent Health Alliance, the Board approve the following:

**IT WAS AGREED THAT** the Board of the Chatham-Kent Health Alliance receive the report from Darlene Tetzlaff, Director of Finance dated February 14, 2018 regarding CKHA Financial Update for the period ending December 31, 2017 for information. **CARRIED.**

**5.4 Briefing Note from Lori Marshall, President & Chief Executive Officer and Zoja Holman, Director, Chief Strategy & Privacy Officer dated Thursday, February 15, 2018 regarding Compliance with Freedom of Information and Protection of Privacy Act (FIPPA) and Personal Health Information Protection Act (PHIPA) Reporting to Board/Public.**

The Board of the Chatham-Kent Health Alliance reviewed briefing note from Lori Marshall, President & Chief Executive Officer and Zoja Holman, Director, Chief Strategy & Privacy Officer dated Thursday, February 15, 2018 regarding Compliance with Freedom of Information and Protection of Privacy Act (FIPPA) and Personal Health Information Protection Act (PHIPA) Reporting to Board/Public.

After review, discussion, deliberation on the information provided and all questions asked were answered to the satisfaction of the Board of the Chatham-Kent Health Alliance, the Board approve the following:

**IT WAS AGREED THAT** the Board of the Chatham-Kent Health Alliance having reviewed the 2017/18 Freedom of Information Report Summary and Privacy Breach Summary, and, the 2017 Year-End statistical reports as submitted to the Information and Privacy Commissioner (IPC) of Ontario, noting no areas of concern were identified, receive the reports regarding Compliance with Freedom of Information and Protection of Privacy Act (FIPPA) and Personal Health Information Protection Act (PHIPA) Reporting for information and directs Administration to post the documents as submitted to the Information and Privacy Commissioner (IPC) of Ontario. **CARRIED.**

**6.0 Matters for Generative Discussion**

**6.1** No items were presented.

**7.0 Other Business**

**7.1** No items were presented.

**8.0 Next Meeting and Adjournment**

**8.1** The next regular Open Board meeting is scheduled for Wednesday, March 28, 2018 at 4:00 pm, Board Room, Frank & Mary Uniac Auditorium, 80 Grand Avenue West, Chatham, ON.

There being no further business, the Open Board meeting adjourned at 12:13 pm.

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Rob Devitt, Supervisor  
Chatham-Kent Health Alliance

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