

**CHATHAM-KENT HEALTH ALLIANCE**  
**Boards of Directors**  
**Open Board Meeting Minutes**

**Date:** Thursday, September 24, 2020  
**Time:** 4:00 pm to 5:00 pm  
**Place:** Chatham-Kent Health Alliance  
**This meeting was held by Zoom – Video Conference**

**Members:** Greg Aarssen (Chair), Jack Carroll, Stephanie Dries, Robert Dye (Treasurer), Brian Glover, Deborah Hook (Vice Chair), Dan Miskokomon, Kit Moore, Geetu Pathak, Sharon Pfaff, April Rietdyk (Vice Chair), Alan Wildeman (Vice Chair)  
**Ex-Officio:** Lori Marshall, President & Chief Executive Officer; Dr. Pervez Faruqi, Chief of Staff ; Dr. Jason Back, President Medical Staff; Lisa Northcott, VP, People & Chief Nursing Executive;  
**Invited Guests:** Aaron Ryan, VP, Performance & CFO; Caen Suni, VP, Clinical Programs & Operations; Mary Lou Crowley, President & Chief Executive Officer, CKHA Foundation; Greg Hetherington, Board Chair, CKHA Foundation; Lyn Baluyot, Vice President, Chief Transformation Officer, TransForm Shared Service Organization  
**Recorder:** Annette Zimmer, Senior Executive Assistant, Governance Coordinator  
**Regrets:** Greg Aarssen, Dan Miskokomon

**1.0 Call to Order**

**1.1 Quorum**

Alan Wildeman, Vice Chair, Chatham-Kent Health Alliance presides. He called the meeting to order at 4:01 pm and welcomed everyone present.

**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**

The Board of the Chatham-Kent Health Alliance reviewed the agenda.

**Moved by:** Brian Glover  
**Seconded by:** Stephanie Dries

**THAT** the Board of the Chatham-Kent Health Alliance approve the agenda as presented.  
**CARRIED.**

**2.0 Board Education**

2.1 Lyn Baluyot, Vice President, Chief Transformation Officer, TransForm Shared Service Organization provided a presentation entitled e-VOLVE, Go-Live: Just around the corner. Highlights of the presentation included overview of the work completed to date and how it was done, When and what is go live, High-level activities surrounding go live, Supporting end-users, Processing a request, What if patients and families have questions, and acknowledging that no one expects staff to be experts at the start. Questions were answered throughout the presentation. Alan Wildeman, Vice Chair thanked Lyn Baluyot,

Vice President, Chief Transformation Officer, TransForm Shared Service Organization for her presentation.

### 3.0 Patient Story

- 3.1 Two patient stories were presented that highlighted the both the issues with the current visitor restrictions and the improvements that have been implemented with the “Care Partner” approach that will be phased-in hospital-wide in the near future.

### 4.0 Approval of Consent Agenda Items

- 4.1 The Board of the Chatham-Kent Health Alliance reviewed the consent agenda.

**Moved by:** Kit Moore  
**Seconded by:** Deborah Hook

**THAT** the Board of the Chatham-Kent Health Alliance

- i. accept the consent agenda and endorse the acceptance, receipt and filing of information contained therein as follows:
  - a. Draft Open Quality Committee minutes from the meeting held on September 3, 2020.
  - b. Draft Open Governance and Nominating Committee minutes from the meeting held on September 8, 2020.
  - c. Draft Open Resources Committee minutes from the meeting held on September 14, 2020.
  - d. Quality Committee Standing Committee Report.
  - e. Governance and Nominating Committee Standing Committee Report
  - f. Resources Committee Standing Committee Report
- ii. direct that all required compliance reporting in Accordance with Relevant Legislation and Governance Manual be signed and submitted to the appropriate regulatory body and be posted publicly as required, and
- iii. direct that the motions for the compliance and performance monitoring reporting be recorded in the minutes as follows:
  1. **THAT** the Board of the Chatham-Kent Health Alliance endorse the Quality Committee Charter as presented.
  2. **THAT** the Board of the Chatham-Kent Health Alliance receive the Performance Scorecard Indicators (CKHA’s Balanced Scorecard) for the first quarter, as presented, and **FURTHER THAT** the Board of Chatham-Kent Health Alliance direct Administration to post the Balanced Scorecard publicly.
  3. **THAT** the Board of the Chatham-Kent Health Alliance receive the Enterprise Risk Management Report as presented.
  4. **THAT** the Board of the Chatham-Kent Health Alliance adopt the proposed continuing education plan for the 2020/2021 Board year as presented.
  5. **THAT** the Board of the Chatham-Kent Health Alliance receive the Strategic Plan Monitoring – First Quarter for the period of April 1, 2020 to June 30, 2020 report as presented and **FURTHER THAT** the Board direct Administration to post the report publicly.

6. **THAT** the Board of the Chatham-Kent Health Alliance endorse the Resources Committee Charter as presented.
7. **THAT** the Board of the Chatham-Kent Health Alliance endorse the Compliance Charter for the period ending August 31, 2020 and **FURTHER THAT** the Board direct Administration to post the report publicly.
8. **THAT** the Board of the Chatham-Kent Health Alliance accept the financial results for the period ending July 31, 2020 as presented. **CARRIED.**

## 5.0 Matters for Review

### 5.1 Briefing note from Lori Marshall, President & Chief Executive Officer dated Thursday, September 17, 2020 regarding 2020-2021 Board and Standing Committee Work Plan Alignment and Reporting Matrix.

The Board of the Chatham-Kent Health Alliance reviewed report from Lori Marshall, President & Chief Executive Officer dated Thursday, September 17, 2020 regarding 2020-2021 Board and Standing Committee Work Plan Alignment and Reporting Matrix. Lori Marshall, President and Chief Executive Officer noted that the Matrix is the amalgamation of all Committee Workplans. It was noted that although the Governance & Nominating Committee did not approved their Charter and Workplan, its draft plan with recommended edits are included.

**Moved by:** April Rietdyk

**Seconded by:** Sharon Pfaff

**THAT** the Board of the Chatham-Kent Health Alliance approve the 2020-2021 Board and Standing Committee Work Plan Alignment and Reporting Matrix as presented. **CARRIED.**

### 5.2 Briefing note from Lori Marshall, President & Chief Executive Officer dated Tuesday, September 15, 2020 regarding Report from the President and Chief Executive Officer.

The Board of the Chatham-Kent Health Alliance reviewed report from Lori Marshall, President & Chief Executive Officer dated Tuesday, September 15, 2020 regarding Report from the President and Chief Executive Officer. Lori Marshall, President and Chief Executive Officer noted that one item not included in the report related to the work around the indigenous cultural safety movement including two positions assigned to Chatham-Kent Health Alliance: one is a peer support person who may visit and support patients who come in to CKHA, the other is a LHIN position who will be working with CKHA and other community organizations to help support patient flow from an indigenous perspective. She further noted that CKHA will be participating in orange shirt day in recognition of children of residential schools. Report received for information.

## 6.0 Other Business / Emerging Risks and Trends

6.1 No items were presented.

## 7.0 Next Meeting and Adjournment

7.1 The next regular Open Board meeting is scheduled for Thursday, November 26, 2020 at 4:00 pm, CMHA Auditorium, 240 Grand Avenue West, Chatham, ON.

There being no further business the meeting adjourned at 4:55 pm.

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Alan Wildeman, Vice Chair  
Chatham-Kent Health Alliance

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