

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

Date: Thursday, November 26, 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), 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; Alan Stevenson, VP, Mary Lou Crowley, President & Chief Executive Officer, CKHA Foundation; Greg Hetherington, Board Chair, CKHA Foundation;
Recorder: Annette Zimmer, Senior Executive Assistant, Governance Coordinator
Regrets: Robert Dye, Dr. Jason Back, Greg Hetherington

1.0 Call to Order

1.1 Quorum

Greg Aarssen, Chair, Chatham-Kent Health Alliance presides. He called the meeting to order at 4:03 pm and welcomed everyone present.

We respectfully acknowledge that we are in the traditional, ancestral and contemporary lands of the Niswi Ishkodewan Anishinaabeg: The Three Fires Confederacy (Ojibwe, Odawa, and Potawatomi). We acknowledge the land and the surrounding waters for sustaining us, and we are committed to protecting and restoring these lands and waters from environmental degradation.

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: Sharon Pfaff

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

2.0 Board Education

2.1 Alan Stevenson, Vice President, Mental Health & Addictions provided a presentation entitled Mental Health and Addictions Orientation to the Board of the Chatham-Kent Health Alliance. Highlights of the presentation were Mental Health 101, CKHA MH&A Services, Key Partners,

CKHA Trends in MH&A, Impact of COVID-19 on MH&A, observations from Leaders, CKHA MH&A Strategies. Questions from Board Members were answered throughout the presentation. Greg Aarssen, Chair, thanked Alan Stevenson, Vice President, Mental Health & Addictions for his presentation.

3.0 Patient Story

3.1 Going live November 1st, It's time to e-VOLVE was presented and the link was forwarded to Board members to review at a later date.

4.0 Approval of Consent Agenda Items

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

Moved by: Deborah Hook

Seconded by: Kit Moore

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 Board minutes from the meeting held on September 24, 2020
 - b. Draft Open Governance and Nominating Committee minutes from the meeting held on November 10, 2020.
 - c. Draft Open Resources Committee minutes from the meeting held on November 16, 2020.
 - d. Governance and Nominating Committee Standing Committee Report from the meeting held on November 10, 2020
 - e. Resources Committee Standing Committee Report from the meeting held on November 16, 2020
 - f. CKHA Foundation Report; and
- 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 including annual review reporting be recorded in the minutes as follows:
 1. **THAT** the Board of the Chatham-Kent Health Alliance endorse the Governance and Nominating 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 second quarter for the period of July 1-September 30, 2020, 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 approve the changes to the position description for the Treasurer, Section 3.3, Sub-section 3.3.2 (c) Committee Membership to read "*Serve as Committee member of the Resources Committee and a member of the Quality Committee*".
 4. **THAT** the Board of the Chatham-Kent Health Alliance approve the strategic planning process as presented by the Chief Executive Officer.

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 receive the External Consultant Fees Report and Executive Staff and Board Expense Reports as presented and direct Administration to post the applicable reports publically.
7. **THAT** the Board of the Chatham-Kent Health Alliance endorse the Compliance Charter for the period of September 1, 2020 to October 31, 2020 and 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 September 30, 2020 as presented. **CARRIED.**

5.0 Matters for Review

5.1 Briefing note from Lori Marshall, President & Chief Executive Officer dated Wednesday, November 18, 2020 regarding Chatham-Kent Health Alliance Communications Plan 2020-21

The Board of the Chatham-Kent Health Alliance reviewed briefing note from Lori Marshall, President & Chief Executive Officer dated Wednesday, November 18, 2020 regarding Chatham-Kent Health Alliance Communications Plan 2020-21. Lori Marshall, President & Chief Executive noted the majority of the items in the Communications Strategy are carried over from year to year. The plan includes learnings gained through the pandemic in terms of success in the communication tools and strategies used. She further highlighted the changes made to the stakeholder strategy to include greater focus on First Nations.

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:

Moved by: Jack Carroll
Seconded by: Sharon Pfaff

THAT the Board of the Chatham-Kent Health Alliance approve the Chatham-Kent Health Alliance Communications Plan 2020-2021 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 briefing note from Lori Marshall, President & Chief Executive Officer dated Tuesday, September 15, 2020 regarding Report from the President and Chief Executive Officer. Lori Marshall noted that the report is filled with evidence of resilience and hope, with all that has happened over the last 10 months during a pandemic including the implementation of Cerner and that it has gone so well is a testament to the resilience of the organization. This speaks to an organization that continues to learn

and respond and helping to prepare for a second wave that is coming. The report was received for information.

The Board expressed appreciation and congratulations on the successful implementation of Cerner implement as well as the great job leading the organization through Wave 1 of the pandemic. Lori Marshall, President and Chief Executive Officer noted that a continuous improvement learning is that you can't communicate enough. More two way tools are under development. Further changes in Wave 2 include a more formalized and deeper structure under the Incident Management System to share some of the decision making that was very centralized during the first wave.

The Board thanked Dr. Faruqi for his leadership to the medical professional team during the pandemic to date and also the Senior Leadership team.

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, January 28, 2021 at 4:00 pm, FMUA Auditorium, 80 Grand Avenue West, Chatham, ON.

There being no further business the meeting adjourned at 5.08 pm.

Greg Aarssen, Board Chair
Chatham-Kent Health Alliance