

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

Date: Thursday, March 25, 2021
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), 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; Mary Lou Crowley, President & Chief Executive Officer, CKHA Foundation; Greg Hetherington, Board Chair, CKHA Foundation;
Recorder Annette Zimmer, Senior Executive Assistant, Governance Coordinator

1.0 Call to Order

1.1 Quorum

Greg Aarssen, Chair, Chatham-Kent Health Alliance presides. He called the meeting to order at 4:07 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: Kit Moore

Seconded by: Deborah Hook

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

CARRIED.

2.0 Board Education

2.1 Lori Marshall, President & Chief Executive Officer provided a presentation entitled Infection Control Practices. Highlights of the presentation were Personal Protective Equipment donning and doffing of Personal Protective Equipment (PPE), and changes that have been made to the physical environment e.g. front lobby, ambulatory care, Emergency Department, Wallaceburg Site – negative pressure room, and screening entrances.

Lisa Northcott, VP, People & Chief Nursing Executive conducted an interactive session on donning and doffing PPE (personal protective equipment) with the Board of the Chatham-Kent Health Alliance. Questions from the Board of the Chatham-Kent Health Alliance were addressed throughout the presentation.

3.0 Patient Story

- 3.1 Caen Suni, Vice President, Operations provided a patient story that highlighted the impact of the pandemic on the surgical program and unintended consequences in decision making, how need for care is defined and improvements for the future.

4.0 Approval of Consent Agenda Items

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

Moved by: Brian Glover

Seconded by: Sharon Pfaff

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;
 - a. Draft Open Board minutes from the meeting held on January 28, 2021.
 - b. Draft Open Governance & Nominating Committee minutes from the meeting held on February 9, 2021.
 - c. Draft Open Quality Committee minutes from the meeting held on March 4, 2021.
 - d. Chief of Staff Report dated March 16, 2021.
 - e. January 2021 Foundation President & CEO Report.
 - f. Governance & Nominating Committee Standing Committee report from the meeting held on February 9, 2021.
 - g. Quality Committee Standing Committee report from the meeting held on March 4, 2021.
 - h. Compliance with Freedom of Information and Protection of Privacy Act (FIPPA) and Personal Health Information Protection Act (PHIPA) Annual Reporting.
 - i. Compliance Charter Report dated Friday, March 12, 2021. **CARRIED.**

Moved by: Deborah Hook

Seconded by: Kit Moore

THAT the Board of the Chatham-Kent Health Alliance

- i) 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
- ii) direct that the motions for the compliance and performance monitoring reporting be recorded in the minutes as follows:
 - a. **THAT** the Board of the Chatham-Kent Health Alliance receive the Strategic Plan Monitoring – Third Quarter report for the period of October 1 to December 31, 2020 for information and **FURTHER THAT** the Board direct Administration to post the report publicly.
 - b. **THAT** the Board of the Chatham-Kent Health Alliance having reviewed the Performance Scorecard Indicators (CKHA's Balanced Scorecard) for the third quarter, noting no areas of concern, receive the report as presented, and **FURTHER THAT** the Board of Chatham-Kent Health Alliance direct Administration to post the Balanced Scorecard publicly

- c. **THAT** the Board of the Chatham-Kent Health Alliance having reviewed the 2020 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 annual compliance with Freedom of Information and Protection of Privacy Act (FIPPA) and Personal Health Information Protection Act (PHIPA) for information and directs Administration to submit the documents to the Information and Privacy Commissioner (IPC) of Ontario and post publicly on the website.
- d. **THAT** the Board of the Chatham-Kent Health Alliance accepts the Statement of Compliance with statutory filings, compliance with legislation, and health and safety legislation requirements provided by the President and Chief Executive Officer for the period of January 1, 2021 to February 28, 2021 and **THAT** Administration be directed to post the Compliance Charter publically. **CARRIED.**

5.0 Matters for Review

5.1 Governance & Nominating Standing Committee report from the meeting held on February 9, 2021.

Deborah Hook, Chair, Governance & Nominating Committee reviewed Governance & Nominating Standing Committee report from the meeting held on February 9, 2021. She noted the Committee reviewed the Board Self-Assessment tool, the Individual Director Self-Assessment tool, the Peer Evaluation tool, the Evaluation of Collective Board Performance, Committee Assessment and the Board Chair Evaluation and noted that the Board Self-Assessment tool be revised to include clear instructions and that the survey be revised so Board members do not survey themselves.

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: Deborah Hook
Seconded by: Stephanie Dries

THAT the Board of the Chatham-Kent Health Alliance engage in a Board, Self, Peer/Chair and Committee evaluation for 2020/2021 using the tolls provided by the Ontario Hospital Association and that the results of this evaluation be reviewed by the Governance & Nominating Committee at its first meeting of the 2021/2022 Board year. **CARRIED.**

Deborah Hook, Chair, Governance & Nominating Committee noted the Committee reviewed the 2020 Board Retreat on board effectiveness and team building with Doug Bolger and agreed to have it rescheduled in October 2021 and hold an education session to be held in April 2021 broadly focused on risk.

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: Deborah Hook
Seconded by: Alan Wildeman

THAT the Board of the Chatham-Kent Health Alliance endorse the 2021 Board Retreat be scheduled in October 2021 and canvass Board members for a preferred date and that the April 2021 Board Retreat be devoted to an education session broadly focused on risk. **CARRIED.**

5.2 Briefing note from Lori Marshall, President & Chief Executive Officer dated Thursday, March 4, 2021 regarding Hospital Services Accountability Agreement (H-SAA) 2021/22 – Extension and Multi-Service Accountability Agreement (M-SAA) 2021/22 – Extension.

The Board of the Chatham-Kent Health Alliance reviewed report from Lori Marshall, President & Chief Executive Officer dated Thursday, March 4, 2021 regarding Hospital Services Accountability Agreement (H-SAA) 2021/22 – Extension and Multi-Service Accountability Agreement (M-SAA) 2021/22 – Extension. Lori Marshall, President & Chief Executive Officer noted that the HSAA is funding received for hospital based services and the MSAA is funding received for community based services, it is primarily the out-patient mental health services and some of the nurse practitioner programs.

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: Geetu Pathak

Seconded by: Kit Moore

THAT the Board of Chatham-Kent Health Alliance endorse the signing of the Hospital Services Accountability Agreement (H-SAA) April 1, 2021 to March 31, 2022 and direct the Board Chair and Chief Executive Officer to execute the Agreement and submit to the Erie St. Clair Local Health Integration Network by the March 26, 2021 due date. **CARRIED.**

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: Brian Glover

Seconded by: Geetu Pathak

THAT the Board of Chatham-Kent Health Alliance endorse the signing of the Multi-Sector Service Accountability Agreement (M-SAA) April 1, 2021 to March 31, 2022 and direct the Board Chair and Chief Executive Officer to execute the Agreement and submit to the Erie St. Clair Local Health Integration Network by the March 26, 2021 due date. **CARRIED.**

5.3 Briefing note from Aaron Ryan, Vice President, Performance & Chief Financial Officer dated Wednesday, March 17, 2021 regarding Financial Results up to January 31, 2021.

The Board of the Chatham-Kent Health Alliance review report from Aaron Ryan, Vice President, Performance & Chief Financial Officer dated Wednesday, March 17, 2021 regarding Financial Results up to January 31, 2021. Lori Marshall, President & Chief Executive Officer noted in the absence of a regular Committee meeting due diligence reporting will go to the Board. Aaron Ryan, Vice President, Performance & Chief Financial Officer reviewed the Financial Results up to January 31, 2021.

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: Geetu Pathak

Seconded by: Sharon Pfaff

THAT the Board of the Chatham-Kent Health Alliance having reviewed the financial results for the period ending January 31, 2021 receive the report as presented. **CARRIED.**

5.4 Briefing note from Lori Marshall, President & Chief Executive Officer dated Wednesday, March 17, 2021 regarding Report from the President and Chief Executive Officer.

The Board of the Chatham-Kent Health Alliance reviewed the Report from the President and Chief Executive Officer, Lori Marshall dated Wednesday, March 17, 2021. Lori Marshall, President & Chief Executive Officer acknowledged the incredible success of the partnership between Chatham-Kent Public Health, Chatham-Kent Emergency Medical Services and Chatham-Kent Health Alliance in mounting the mass vaccine centre. In particular, she noted the leadership of Aaron Ryan of CKHA and Teresa Bendo of CK Public Health who led the team from designing the centre, working on the booking system, through to managing the staff with over 100 volunteers from CKHA working at the centre. She noted every single report she hears from accessing the centre has been positive and glowing.

The report was received for information.

6.0 Other Business / Emerging Risks and Trends

6.1 No other business or emerging risk and trends items presented.

7.0 Next Meeting and Adjournment

7.1 Board education session scheduled for Wednesday, April 21, 2021 at 4 pm by videoconference.

The next regular Open Board meeting is scheduled for Thursday, May 27, 2021 at 4:00 pm, location to be determined.

There being no further business the meeting adjourned at 5:31 pm.

Greg Aarssen, Board Chair
Chatham-Kent Health Alliance