



The (**OPEN**) meeting of the **Board of Governors** of the Ross Memorial Hospital was held on **Thursday, October 1, 2020**, in the RMH Boardroom and via videoconference.

**Present:** Ms. W. Percival (Chair), Mr. R. Ashmore, Dr. B. Chawla, Ms. P. Clarke, Mr. J. Griepsma, Mr. L. Hope, Ms. K. Isfan, Ms. B. Kennedy, Mr. D. Kimmerly, Dr. J. McNabb, Mr. P. McPherson, Mr. B. Nielson, Ms. C. Norris, Ms. A. Overhoff, Ms. M. Saunders, Ms. K. Ward

**Regrets:** Dr. A. Knox, Mr. W. Levine, Ms. N. Rooney

**By Invitation:** Ms. V. Nelson, Mr. P. Truscott

**1. CALL TO ORDER**

Ms. W. Percival, Chair, called the (Open) meeting to order at 5:34 pm.

**1.1 Quorum** – A quorum was confirmed.

**1.2 Approval of Agenda** – The agenda was reviewed. Thereafter, there was a

**MOTION: *That the agenda be approved as presented.***

Ms. P. Clarke/Ms. K. Ward, **CARRIED**

**1.3 Declarations of Conflict of Interest** – None declared.

**1.4 Acknowledgement of the Hospital's Vision/Mission/Values** – The Hospital's Vision, Mission and Values were acknowledged.

**1.5 Patient Story** – A patient story was shared.

**2. CONSENT AGENDA**

Items identified as part of the consent agenda were previously circulated and the related motions were presented as follows:

**1. MOTION: That the minutes of the (Open) Board of Governors meeting of June 18, 2020 be approved as circulated.**

**2. MOTION: That the minutes of the (Open) Board of Governors meeting of August 27, 2020 be approved as circulated.**

**3. MOTION: That the Board of Governors receives the draft minutes of the Quality/Governance & Planning Committee meeting of September 15, 2020.**

**4. MOTION: That the Board of Governors approves the proposed revision to the Quality/Governance & Planning Committee Terms of Reference reflecting that the "Committee shall meet at least six times per year..."**

**5. MOTION: That the Board of Governors receives the draft minutes of the (Open) Resources & Audit Committee meeting of September 17, 2020.**

**6. MOTION: That the Board of Governors approves the purchase of a CT scan and MRI in 2021-22, in accordance with the Broader Public Sector Procurement Directive, hospital policy and other relevant legislation and regulations.**

7. **MOTION:** That the Board of Governors approves the proposed revision to the Resources & Audit Committee Terms of Reference reflecting that the “Committee shall meet at least six times per year.”
8. **MOTION:** That the Board of Governors receives the September 2020 report from the RMH Foundation.

Thereafter, there was a

**MOTION:** *That the Board of Governors approves motions 1 through 8 on the (Open) Consent Agenda for October 1, 2020 as presented.*

Ms. M. Saunders/Mr. R. Ashmore, **CARRIED**

3. **BOARD BUSINESS – QUALITY/GOVERNANCE & PLANNING COMMITTEE**

**3.1 Quality & Patient Safety Report – Q1 2020/21** – The 2020/21 Q1 Quality/Patient Safety Report, and related minutes from the Quality/Governance & Planning Committee meeting of September 15, 2020 were previously circulated. Vice President Clinical/Chief Nursing Officer, Ms. A. Overhoff summarized Q1 performance related to the Quality Improvement Plan (QIP) indicators, patient safety incident volumes, severity of patient safety incidents, and the publicly reported patient safety indicators.

**3.2 Patient Engagement Report – Q1 – 2020/21** – The 2020/21 Q1 Patient Engagement Report, and related minutes from the Quality/Governance & Planning Committee meeting of September 15, 2020 were previously circulated. Vice President Clinical/Chief Nursing Officer, Ms. A. Overhoff noted the negative impact that restrictions on visitors had on patient experience during Q1 due to COVID-19. The impact was realized in many of the complaints received through Patient Relations, as well as a decrease in some measures tracked as part of the NRC Health Patient Experience Survey.

Patient Experience Partner (PEP) rounding and the Patient and Family Advisory Council have both been on hold since March 2020 due to COVID-19.

4. **BOARD BUSINESS – RESOURCES & AUDIT COMMITTEE**

**4.1 Clinical Information System (CIS) Update** – A CIS Update slide deck, and related minutes from the Resources & Audit Committee meeting of September 17, 2020 were previously circulated. Chief Financial Officer/Shared Chief Information Officer, Mr. P. Truscott noted the CIS project timeline remains on track and the overall project status is satisfactory, with no significant red flags identified.

Initial financial projections presented to the Board based on an estimated model developed by Deloitte identified \$14-million in capital costs and \$1.4-million in annual operating costs. Current projections indicate capital costs of \$19-million and annual operating costs of \$1.9 million. The increase in capital costs is related to previously unidentified or underestimated costs related to network/facility infrastructure upgrades, education and training support. The increase in annual operating costs is largely related to the impact of selecting an external third-party system host. Initial

estimates assumed the system would be hosted internally by one of the member hospitals.

P. Truscott and K. Isfan attended the Foundation's Finance Committee meeting this week to provide updated information regarding the Hospital's request for capital support for the project, including a request to accelerate funding. The Foundation Board will consider the request at its meeting next week.

**5. REPORTS**

**5.1 Report of the Chief of Staff** – The Report of the Chief of Staff dated September 2020 was pre-circulated. Chief of Staff, Dr. B. Chawla reviewed the items referenced in the report.

Following an opportunity for discussion and questions, there was a

**MOTION: *That the Board of Governors receives the Report of the Chief of Staff for September 2020.***

Ms. B. Kennedy/Mr. B. Nielson, **CARRIED**

**5.2 Report of the President & CEO** – The President & CEO Report to the Board of Governors dated October 1, 2020 was pre-circulated. President & CEO, Ms. K. Isfan reviewed the items referenced in the report.

Following an opportunity for discussion and questions, there was a

**MOTION: *That the President & CEO Report to the Board of Governors dated October 1, 2020 be received.***

Ms. C. Norris/Ms. K. Ward, **CARRIED**

**6. OTHER BUSINESS**

**6.1 2020/21 Board Work Plan** – Copies of the proposed 2020/21 Board Work Plan were previously circulated. President & CEO, Ms. K. Isfan noted that the single Work Plan replaces the committee-specific work plans developed in previous years. The Board's progress will be tracked at each Board meeting.

There was a

**MOTION: *That the Board of Governors approves the 2020/21 Board Work Plan as presented.***

Ms. P. Clarke/Ms. M. Saunders, **CARRIED**

**6.2 Next Meeting Date** – December 3, 2020

**7. MOTION TO ADJOURN THE OPEN MEETING & MOVE INTO THE CLOSED MEETING**

On a motion by Mr. P. McPherson, the Open meeting adjourned at 6:17 pm and the Board moved into its Closed meeting.

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Chair

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Secretary

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Date