



DATE: Thursday, November 26, 2015

TIME: 3:00 pm to 7:30 pm

LOCATION: Auditorium - David Braley Research Institute

BOARD OF DIRECTORS

3:00-4:00 (60 mins)	1 <u>Tour of Ron Joyce Children’s Health Centre</u> Meeting Location: Main Lobby, 325 Wellington Street North	
4:00-4:30 (30 mins)	2 <u>Education Session</u> 2.1 Quality Improvement Plan (QIP) – Presentation 2.2 Continuous Quality Improvement Management System - Presentation	Rob Maclsaac Dick McLean
4:30-4:35 (5 mins)	3 <u>Opening</u> 3.1 Quorum 3.2 Declarations of Conflict of Interest 3.3 Approval of the Agenda	Norm Col
	4 <u>Approval of Minutes</u> 4.1 Minutes of the Meeting of October 1, 2015	Norm Col

COMMITTEE REPORT

4:35-4:55 (20 mins)	5 <u>Performance Monitoring Committee – November 10, 2015</u> 5.1 Draft Performance Monitoring Committee Minutes – November 10, 2015 5.2 Consent Items 5.2.1 Performance Monitoring Dashboard Q2 5.2.2 Communications & Public Affairs Update 5.2.3 Annual Stakeholder Relations Plan/Strategy Update 5.2.4 Annual HR Report – October 2015 5.3 Decision Items 5.3.1 Strategic Plan Objectives Q2 THAT the Board of Directors receives for information the Strategic Objectives Update for Q2; AND THAT the Board of Directors approves the definition for the measure Success rate in achieving performance for each QBP be calculated as the percentage of selected QBP indicators that improved during the most recent rolling 12-month period compared	Chanel Brotten
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to the previous 12-month period. The target will be 75%, as this is reasonable with the new definition.

5.3.2 Our Healthy Future – Stakeholder Engagement and Clinical Visioning Update

THAT the Board of Directors receives for information an update on stakeholder engagement and clinical visioning for the Our Healthy Future initiative;

***AND THAT** the end date of the timeline for the Master Program be extended from March 2016 to June 2016;*

***AND THAT** staff be directed to provide a Supplementary Report to the November 26, 2015 Board meeting with a revised timeline for development of the Master Program.*

5.3.3 Supplementary Report – Our Healthy Future

THAT the Board of Directors receives for information an update on the stakeholder engagement and Master Programing for the Our Healthy Future initiative.

4:55-5:15
(20 mins)

6 Finance Committee – November 12, 2015

6.1 Draft Finance Committee Minutes of November 12, 2015

6.2 Consent Items

6.2.1 Procurement Policy and Contract Review

6.3 Decision Items

6.3.1 2016/17 Financial Planning Directions – Presentation

THAT the Board reaffirm its commitment to the Long Range Plan goal of increasing the HHS annual capital contribution from operations by \$10M for F16/17;

AND THAT Management proceed with preparing the operating financial plan for F16/17 on the basis of reduction targets to programs of 2%, together with an additional 2% “what-if” set of decision packages to allow HHS to build budget options needed to achieve targets consistent with the Long Range Plan;

Scott Maki



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AND THAT the Board acknowledge that in achieving budget targets for F16/17, Management will be considering a combination of new efficiencies, budget reductions, and service level reductions;

AND THAT where necessary to achieve budget strategies in F16/17, Management be directed to begin implementing budget strategies in advance of final budget approval provided that any measures *affecting quality or access to services, and our academic mission* be brought back to the Board for specific approval prior, with the final proposed budget to be brought back to the March 2017 Board meeting cycle.

6.3.2 Small Projects Capital Submission to MOH

THAT the Board of Directors approves submission of four small capital projects (defined as under \$10M per project) to the HNHB LHIN and Ministry of Health Capital Branch for funding consideration.

6.3.3 Revenue Generation Playbook Update

THAT the Board of Directors receives for information this status update on the Revenue Playbook;

AND THAT the Board directs management to work with the BAHT proposal in the creation of an Investment Committee at BAHT, with a view to participating in a more collaborative approach to developing and implementing the Business Development investments of HHS, *and to bring an interim report to Finance Committee at the February 2016 meeting;*

AND THAT the Board appoints Charles Criminisi as the HHS Board representative to the BAHT Investment Committee.

6.3.4 Quarterly Operating Statements, Q2

THAT the Board of Directors receives for information the Financial Report for the second quarter ending September 30th, 2015;

AND THAT the Board of Directors approves the fiscal 15/16 Capital Release B of \$13.6M.



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6.3.5 Bridge Financing 2016

THAT the Board of Directors approves Bridge Financing with Royal Bank of Canada (RBC) in the amount of \$75,000,000 to offset the claw back of the Ministry of Health and Long-Term Care (MOHLTC) Cash Advance of \$75,000,000.

5:15-5:35
(20 mins)

7 Audit Committee- November 17, 2015

Scott
Maki

7.1 Draft Audit Committee Minutes of November 17, 2015

7.2 Consent Items

7.2.1 Internal Audit Plan

7.2.2 MOHLTC Required Audits

7.2.3 Internal Controls Review – Human Resources and Payroll

7.2.4 Annual Insurance Report

7.2.5 Legal Proceedings Liability Report

7.3 Decision Items

7.3.1 External Audit Plan

THAT the Board of Directors approves the audit plan, attached as Appendix A, for the year ending March 31, 2016;

AND THAT the Audit Committee Chair and the Executive Vice President, Corporate Affairs and Chief Financial Officer be authorized to sign the engagement letters, attached as Appendix B in the audit plan.

7.3.2 Enterprise Risk Management

THAT the Board of Directors approves the approach to Enterprise Risk Management outlined in this report;

AND THAT the Board reviews and approves the Enterprise Risk Management policy attached as (Appendix A).



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7.3.3 MCYS Annual Reconciliations

THAT the Board of Directors approves the Transfer Payment Annual Reconciliations (TPAR) and Annual Reconciliation Report (ARR) for the year ended March 31, 2015, for the Ministry of Children & Youth Services programs – attached as Appendices A to E.

5:35-5:50
(15 mins)

8 Quality Committee – November 19, 2015 (to be included in Addendum Package)

Richard Koroscil

8.1 Draft Quality Committee Minutes of November 19, 2015

8.2 Committee Consent Items

- 8.2.1 Education Session
- 8.2.2 Critical Incidents Report –September/October 2015
- 8.2.3 Patient Experience Report 2014/2015
- 8.2.4 Risk Assessment Checklist Report
- 8.2.5 Death & Adverse Event Review – Q3 – 2014/2015
- 8.2.6 CQI Article – Dr. John Toussaint
- 8.2.7 Quality Matters: Realizing Excellent Care for All – Health Quality Ontario

8.3 Committee Decision Items

8.3.1 2016/17 Quality Improvement Planning

THAT the Board of Directors approves the 2016-17 Quality Improvement Plan (QIP) planning timelines as outlined below:

1. Review alignment between current QIP and Strategic Plan (Nov-Dec 2015)
2. Select Draft Indicators (Nov – Dec 2015)
3. Indicators and Targets to Quality Committee of Board for Approval January 2016
4. QIP approval and Sign off March 2016
5. QIP Publicly posted April 1, 2016

8.3.2 Readiness for QCIPA Recommendations for Legislative Change

THAT the Board of Directors approves the work-plan as outlined in this report to prepare HHS for proposed changes to *Quality of Care Information Protection Act* legislation.



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5:50-6:05
(15 mins)

9 Governance Committee – November 18, 2015

Terry
Shields

9.1 Draft Governance Committee Minutes of November 18, 2015

9.2 Committee Decision Items

9.2.1 Director Recruitment and Nomination Process

THAT the Board of Directors initiates the director recruitment and nomination process provided in Policy 1.23 (Appendix A) as to the current Board vacancy and in preparation for the upcoming vacancies which will arise by the end of the term.

9.2.2 Annual Review of Governance Committee Terms of Reference

THAT the Board of Directors approves the Governance Committee Terms of Reference as attached in Appendix A.

9.2.3 Annual Governance Committee Work Plan

THAT the Board of Directors approves the *revised* 2015-16 Governance Committee Work Plan as attached in Appendix A, *with amendment to the wording as to “Board Development” to read “Recommend development and education framework for Board members”;*

AND THAT the General Counsel (Interim) be directed to conduct a comprehensive review of HHS’ Administrative and Professional Staff By-Law 3;

AND THAT management be directed to subsequently conduct an accelerated comprehensive review of the Board Policies to reflect any changes as required by revisions to By-Law 3.

9.2.4 Policies 3.2 and 1.18 Review and Revisions

THAT the Board of Directors approves the amendments to Policy 3.2 Financial and Contract Approval and to Policy 1.18 Consent Agenda as set out in Appendices A and B, respectively.

9.2.5 Policy 1.7 Revisions – Committee Principles and Structure

THAT the Board of Directors approves the amendments to Policy 1.7 Committee Principles and Structure to reflect the amendments to the Finance / Audit Committee’s Terms of Reference and the Performance Monitoring Committee’s Terms of Reference as attached in Appendix A.



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NEW BUSINESS

<p>6:05-6:15 (10 mins)</p>	<p>10. <u>Report of the Medical Advisory Committee</u></p> <p>10.1 MAC Board Report – Special Meeting – October 5, 2015 10.2 MAC Board Report - October 14, 2015 10.3 Credentials Report 10.4 MAC Board Report – November 11, 2015</p>	<p>Paul Miller</p>
<p>6:15-6:25 (10 mins)</p>	<p>11. <u>CEO's Report</u></p> <p>12. <u>HHS Foundation Update</u></p> <p>13. <u>WLMH CAC Report to the Board – September 2015</u></p>	<p>Rob MacIsaac</p>
<p>6:25-6:55 (30 mins)</p>	<p>14. <u>Matters for Consideration and Generative Discussion</u></p>	<p>Norm Col</p>
<p>6:55</p>	<p>15. <u>Motion to move to In Camera Session</u></p>	