



St. Joseph's Lifecare Centre – Board of Trustees
- Minutes of the Meeting, February 18th, 2015 11:30 am-1pm
4th Floor Board Room, St. Joseph's Lifecare Centre Brantford

Present: W.Wood Chair, Ms. V. Smith, Mr. V. Bucci, Ms. Barbara Hendry, Mr. J. Lavalley, Mr. B. Rumble, Ms. S. Wilson, Ms. A. Romano, Mr. J.Quinlan
Staff: Mr. D. Bernardo, N. Tomkinson
Resources: Ms. A. Groulx, Ms. J. Miller, Ms. E. Perkins, Ms. O. Consorti, Ms. Cheryl Moore
Regrets : Mr. B. McGeein, Ms. M. McIntyre, Dr. John Hadley

1. Education Session: C.Moore, J.Dennis, C. Galezowski

1.1) As a follow up to last months patient story on end of life care through and acute care hospital, C.Moore and her staff followed up with how that patients experience could have differed if they had been in a hospice.

E. Perkins & J.Miller

1.2) Further revisions were made to the 2015-2016 QIP and were brought back to the Board members as an update. The three priority indicators have been revised and the three to focus on now will include;

- 1.) Appropriate prescribing of antipsychotic medication (this is a concern throughout the System)
- 2.) Worsening Pressure ulcers
- 3.) Falls- already making great strides and don't want to lose the momentum

Next Steps: The QIP will be forwarded on to HQO and Board members will be kept updated on the progress.

Moved by J.Quinlan

Seconded by S.Wilson

***That the 2015/2016 QIP be approved as presented
Carried***

2. Call to Order

- 2.1 Quorum present
- 2.2 Declaration of Conflict of Interest, none declared.

3. Invocation – D. Bernardo

4. Approval of Agenda – Approved

5. Approval of the Minutes

5.1 Approval of the minutes–of the meeting of January 21st, 2015

Moved by J.Lavalley

Seconded by S.Wilson

***That the minutes of the January 21st, 2015 meeting be approved
Carried***

5.2 Review Action Items-January 21st , 2015

No new items to discuss

6. Other Business

6.11 Governance Committee Minutes

Moved by V.Bucci

Seconded by J.Quinlan

That the minutes of the January 13th, 2015 Governance Committee meeting be accepted as presented

Carried

6.12 Strategic Plan/Mission Vision Value Poster

A draft poster was presented to Board members for review. The poster will be hung up throughout the building in efforts to engage and inform staff.

6.13 Accreditation Canada: Governance & Board self assessment survey in-service

At the request of Committee members an Accreditation survey in-service will be forthcoming in March 2015 for all Board and Committee members.

6.14 Ethics Committee

a) Ethics Committee & Board Representation

The Ethics Committee requires a Board member to be an active member on the Committee. The Governance Committee will put a request out to the Nominating Sub-Committee for representation; any interested Board/Committee members should identify their interest to the Nominating Sub-Committee.

b) Endorsement of Ethical Framework

The newly formed Ethics Committee framework was provided to the Committee for review. As part of Accreditation it was required to form an Ethics Committee and the System Ethicist Steve Abdool is assisting the Committee. The framework walks members through dealing with Ethical issues, has them look at the issue at hand, examine our values and develop a plan. The Ethicist will guide Committee members through the decision making process when dealing with Ethical issues.

c) Board Education session with Ethicist

A Board education session regarding Ethics with the Systems Ethicist will be forthcoming (April 2015)

6.15 Eldercare Quality Working Group TOR Update

The TOR for the Eldercare QWG will go be reviewed at their first upcoming meeting on February 27th. The group which is comprised of members of the three LTC sites will focus on RQI, review of the QIP & best practice. Board members will be invited to attend the meeting when necessary in the future.

6.16 Nominating Sub-Committee Minutes

Moved by S.Wilson

Seconded by A.Romano

That the minutes of the February 9th, 2015 Resource & Building services Committee be received as information be received for information.

Carried

6.17 Committee Review

Based on the suggestions at the last Nominating Sub-Committee the Sub-Committee would need to recruit for two community members; one for the Governance Committee and one for the Resource & Building Services Committee.

The Nominating Sub-Committee Chair sent an email out to the Board members requesting their feedback regarding Committee preference. Feedback will be reviewed at the March Nominating Sub-Committee meeting, Committee structure would need to be in place by July 1, 2015.

6.2 Resource & Building Services Committee Update

6.21 Resource & Building Services Committee- February 9th, 2015

Moved by J.Quinlan

Seconded by B.Rumble

That the minutes of the February 9th, 2015 Resource & Building services Committee be received as information be received for information.

Carried

6.22

Moved by W. Wood

Seconded by S. Wilson

That the Board of Trustees approves the St. Joseph's Lifecare Centre Preliminary financial statements f

for the year ended December 31, 2014.

Carried

6.23

Moved by V.Bucci

Seconded by J.Lavalley

That the Board of Trustees approves the Stedman Hospice financial statements for the nine months ended December 31, 2014.

Carried

6.24 a.)

Moved by V.Bucci

Seconded by J.Quinlan

That the Board of Trustees approves the Board Chair to sign the Attestation required for the L-SAA for the period from January 1st, 2014 to December 31st, 2014

Carried

6.24 b.)

Moved by V.Bucci

Seconded by J.Quinlan

That the Board of Trustees approves the amendments to the L-SAA Schedule D

Carried

6.24 c.)

Moved by V.Bucci

Seconded by S.Wilson

That the board of Trustees approve the Board Chair to sign the amended L-SAA Schedule D and send it back to the LHIN by March 31st, 2015

Carried

6.25 PH/ Stedman House Update

PH has been denied their funding and therefore will not be going ahead with plans to occupy the Stedman house. The earliest they could approach the LHIN again would be for the 2015/2016 budget year but it is highly unlikely funding will be approved in the near future.

Moved by V.Bucci

Seconded by J.Quinlan

That unless further details come forward from the meeting with PH staff we will be moving forward with alternate leasing opportunities.

Motion Defeated

Another option staff are currently looking at to occupy the Stedman House is the Group Purchasing Organization that currently rents space on the 5th floor of the Lifecare Centre and who is looking to expand their space. This option would require a review from the System Board and has local Board members feeling reluctant.

Board members suggested engaging Olga Consorti and our local MP & MPP to see if there was a service in the community that could use the space and to defer any decisions regarding occupancy for 60 days.

Moved by A.Romano

Seconded by J.Lavalley

The Development Sub-Committee defer any decisions regarding the Stedman House pending a staff report of options.

Carried

6.26 Hankinson House Project update

An updated project report was provided for Board members and there are plans to spend any remaining funds leftover from the project. There was discussion of possible funding coming from the Ministry that could go towards re-payment of the funds owed from the Foundation. O.Consorti was not on hand at the meeting to answer questions so the following motion was made.

Moved by V.Bucci

Seconded by J.Quinlan

That the Board of Trustees approves a delay in re-payment from the Foundation of project costs while waiting for news of funding from the Ministry but no later than May 31, 2015.

Approved as amended

Moved by V.Bucci

Seconded by J.Quinlan

When the Lifecare Centre should incur an unexpected expense that could impact the overall budget that it come to the Resource & Building Services Committee for review.

Carried

6.27 Development Sub-Committee Update-February 2015

D.Bernardo visited BGH and reviewed potential options. Ambulatory care would have been a good fit for the 422 Grey St. site; however the building has been sold. Ambulatory could be a possibility when deciding future land development opportunities.

7. President's Report - D. Bernardo

7.1 Operations

St. Joseph's Health System (SJHS) Update

Reminder: SJHS Board Retreat taking place on **February 19th, 2015** from 8 am- 4 pm.

D. Bernardo, W. Wood, B. Rumble, Vic Prendergast and Sandra Wilson to be in attendance.

Nursing and Personal Care Funding and Case Mix Index update

The Ministry of Health and Long-Term Care has designated the communication of CMI results for Long-Term Care homes to LHINs. This approach is consistent with how LHINs share funding related information with other health sectors. This year SJLC's CMI score decreased from 1.099 to 1.0020.

This reduction in CMI score equates to approximately \$34k reduction in Nursing and Personal Care funding for the fiscal period April 2015- March 31 2016 base on a 1% MOH funding. All other LTCF across the St. Joseph's Health System either received a decrease in funding or no change. As a result a Subcommittee has been formed to address CMI scores among all three LTC sites across the St. Joseph's Health System. In addition, a nursing consultant has been hired to assist with the review of our nursing documentation and coding process.

County Funding Presentation

Per the request of the County staff D. Bernardo, A. Groulx and W. Wood attended the County funding meeting on January 22, 2015. It was duly noted by the CAO that SJLC was not to be in attendance as the funding request was finalized and approved in 2014. However an overview of the our present financial status and financial plan was presented. SJLC was commended on the work done to date.

Capital List Update

As we near the end of our Capital Campaign, staff and management are presently finalizing a capital wish list for the Foundation. Prior to presenting this capital list with the Foundation this list will be forwarded to the Resource Committee and Board of Trustees for review and approval.

SJLC Security

Further to the last report re: potential security issues at SJLC the following have implemented and completed

- 1) Signage to the 4th floor elevator indicating "Elevators restricted for SJLC Staff and Residents. Please use Public Elevators"- completed
- 2) Key Pad to the 4th Floor Elevators restricting access to Resident units- completed
- 3) Mandatory Sign in book- completed
- 4) Additional Camera to the front lobby area- completed
- 5) Mandatory name tags for all tenants and staff- completed

Moved by S. Wilson

Seconded by J.Quinlan

That the President's report be accepted for information by the Board of Trustees

Carried

8. Foundation Update – O. Consorti

Recently a family that had both Mother & Grandmother in the hospice decided to independently start a go fund me page to raise money for a baby grand piano. There were some issues surrounding the purchase that has now been settled. To date \$8000.00 was raised for through the fundraiser and will be donated to the Hospice to be put towards something musical.

9. Other Business- None

10 Next Meeting- Wednesday, April 18th, 2015 in the 4th floor Board Room

11. Adjournment: 1:00pm

Chair

Recording secretary

Approved _____
Date