

WATERLOO WELLINGTON BOARD OF DIRECTORS MINUTES OF APRIL 2011 MEETING

DATE/ TIME	April 27, 2011, 5:30 – 8:30 a.m.	LOCATION	Holiday Inn Cambridge, 200 Holiday Inn Dr., Cambridge
CHAIR	Marshall Draper	RECORDER	Helene Ireton
PRESENT	Marshall Draper, Chair John Lewington, Vice Chair Richard Emrich, Treasurer Michael Delisle, Director John Enns, Past Chair Ben Gottlieb, Director Djurdjica Halgasev, Director Larry Kron, Director, by teleconference Lori Trumper, Director	Kevin Mercer, CEO Inta Bregzis, Senior Director, Planning & Performance Management Gloria Cardoso, Senior Director, Planning, Communications & Community Engagement Barbara McKay, Senior Director, Client Services Kelly Smith, Senior Director, HR and Organizational Development Helene Ireton, Executive Assistant	
REGRETS	Kris Bailey, Director		

No.	ITEM	COMMENTS	RESPONSIBILITY & FOLLOW-UP
1.0	CALL TO ORDER	The meeting was called to order at 5:30 p.m. by the Chair.	
1.1	Declaration of Conflict	No conflict of interest was declared.	
1.2	Agenda	It was moved by John Enns and seconded by Michael Delisle that the agenda be approved as circulated. Carried.	
2.0	Consent Agenda	Items of business on the Consent Agenda were: <ul style="list-style-type: none"> • February 23, 2011 board minutes for approval • Quality Improvement Plan Report (as part of the requirement under the Excellent Care for All Act) • Financial Report & Statistics • Report of the Chair • Report of the CEO • Correspondence - 	

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		<ul style="list-style-type: none"> • Congratulatory letter from Canadian Manufacturers & Exporters • Letter from MOHLTC to L. Graves re: closure of A.R. Goudie Eventide Home • Letter from MOHLTC to M. Mottershead re: Funding Allocation 2011-12 <p>There was no request to remove any item from the consent agenda.</p> <p>It was moved by Lori Trumper and seconded by Michael Delisle to approve the items on the consent agenda.</p> <p style="text-align: right;">Carried</p>	
3.0	STANDING REPORTS		
3.1	Community Engagement	<p>Gloria Cardoso thanked board members for their interview time. Gloria advised the findings from the interviews are being summarized to be brought to the May board meeting to provide a high level approach for board involvement in community engagement.</p> <p>Kevin Mercer advised that the WWCCAC Annual General Meeting, scheduled for June 15, will be publicized with promotion starting within the next few weeks.</p>	
4.0	OTHER REPORTS		
4.1	Education - Eric Dishman video	<p>Kevin Mercer introduced the Eric Dishman video: <i>Take Health Care Off the Main Frame.</i> ” http://www.ted.com/talks/eric_dishman_take_health_care_off_the_mainframe.html</p> <p>Discussion followed the viewing of the video about the importance of monitoring the advent of new technologies and watching for new partnership opportunities. It was thought that moving 50 percent of patients back home with supports is probably quite achievable.</p> <p>John Enns referred to work by Clayton Christensen that dovetails with the “disruptive technology” concept. John noted Mr. Christensen will be a keynote speaker at the OACCAC 2011 Conference in June.</p>	

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		There was discussion about the probable ease of adding technologies to cell phones already widely in use by the population, and RIM as a potential local technological partner in “disruptive technology.”	
4.2	HR Plan	Kelly Smith gave a PowerPoint presentation and explanations re: the WWCCAC HR Plan 2010-2013 (filed with minutes). The presentation gave an overview of the organization’s <i>2010-13 Multi-year Human Resources Plan</i> and the <i>2010 CCAC Employee Engagement Survey</i> . Both these documents in full were made available for any board members who wished to delve deeper into these Reports.	
4.3	Strategic Plan	<p>Gloria Cardoso provided a PowerPoint presentation and explanations re: <i>WWCCAC 2011-2014 Strategic Plan Target and Board Quarterly Reporting</i>. Board members noted how “disruptive technology” as discussed in the Eric Dishman video could interrupt the Strategic Plan. There was discussion about the challenge of balancing strategy so that the organization’s operations can be both focussed and flexible. It was noted that although the Strategic Plan is developed as a three-year plan, it is reviewed and refreshed annually in order to reflect market forces while still aligning with the organization’s strategic direction.</p> <p>A wording discrepancy between the Right Care, Right Time, Right Place priority in the Strategic Plan (5th slide in the PowerPoint presentation) and the Patient Declaration of Values was pointed out – i.e. “every person receives the <u>appropriate</u> care and support...” vs. “I have a right to the <u>best</u> care the organization can deliver.”</p> <p>It was moved by John Lewington and seconded by John Enns that the Board approve the 2011-2014 Strategic Plan Objectives & Targets, and the Strategic Plan Board Reporting Template; as well as the 2011-2014 strategic priorities definitions, with direction to staff to review the wording of the “Right Care, Right Time, Right Place definition to ensure there is consistency between this definition and the Patient Statement of Values.</p> <p style="text-align: right;">Carried.</p>	<p>Gloria advised that she will bring a report for discussion re: board members’ perspective on community engagement to the next meeting</p> <p>Staff will review wording of the <i>Right Care, Right Time, Right Place</i> definition to make sure it aligns with the Patient Statement of Values wording.</p>
4.4	OACCAC AGM – Invitation to submit a	<p>Marshall drew attention to the invitation to submit a Resolution to the OACCAC AGM, noting the deadline for submission is May 20.</p> <p>There was discussion about the inequity in funding across the CCACs</p>	Marshall Draper, John Enns and Kevin Mercer will draft a Resolution and send it out to the full board for

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	Resolution	provincially, the benefits of the HBAM formula to those CCACs who are currently underfunded and the objections to the flaws in the formula by those who would experience reduced funding under the HBAM formula.	approval by email. It was also suggested the funding inequity/HBAM issue be raised with MPPs when Chair and CEO visit their offices.
4.5	Nominating Committee Update	John Enns reported that the Nominating Committee met just prior to the board meeting to shortlist the number of candidates for board membership interviews from 29 candidates to 18. He noted that four of the applicants are from Wellington. Interview times are scheduled over the next couple of weeks and the goal is to select six nominees – four for board membership and two for board committee membership. John also reminded board and senior staff members to hold their calendars open for a June 1st dinner meeting to meet the nominees and establish a buddy system wherein a seasoned board member is paired with a new board member.	
4.6	Patient Declaration of Values	<p>Kevin referred to his report previously distributed and explained that the hospitals are required under the new Excellent Care for All Act to post a Patient Declaration of Values, and that it may become a requirement of the CCAC at some future time. Kevin spoke about the process the WW Hospitals and CCAC CEOs Network took to develop the Patient Declaration of Values inclusive of the CCAC.</p> <p>It was moved by Richard Emrich, seconded by Djurdjica Halgasev that the Board of Directors of the WWCCAC advise the hospitals of the WWLHIN that the Patient Declaration of Values as defined in Version A is accepted and further that the WWCCAC will post and promote these values to clients, stakeholders and staff.</p> <p style="text-align: right;">Carried.</p>	Patient Declaration of Values to be posted on the WWCCAC website.
4.7	Invitation to GRH Organizational Ethics Educational Retreat	It was noted that at this time, Marshall Draper, John Enns, Larry Kron and Lori Trumper have accepted the invitation to attend Grand River Hospital's organizational ethics educational retreat on May 5 th at the Freeport site, from 4 to 8 p.m.	There was a request for an agenda for the GRH educational retreat.
4.8	Feasibility of	Larry Kron gave some background about his understanding why fund raising	

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	Fund Raising	<p>has not been actively carried out to date and suggested fund raising might be something the board should consider now. Larry offered to further research the topic to bring more information to the next meeting.</p> <p>Larry attended the meeting by teleconference, and was cut off throughout the conversation and finally was obliged to leave the meeting because of the technology problem.</p> <p>Discussion continued –</p> <ul style="list-style-type: none"> • There was a suggestion to approach a community fund raising agency • Need to define specifically what we are going to ask for – e.g., promotion of preventative health care • Need to ask the question, <i>should we be fundraising?</i> • Explore the idea as it relates to the organization as a Charity. • Increasingly difficult to fund raise – noted United Way is using community impact approach – determine greatest needs and target funding that way • Suggestion to join with others • Who is the base of supporters we would go to? • Suggested focussing on “planned giving” bequeathals. • Kevin noted that there is some complexity to this issue as it is currently being discussed between the OACCAC and provider associations. 	<p>Action: Finance Committee will continue to investigate</p>
4.9	WWCCAC: System Navigator Visual Chart	<p>Djordjica Halgasev had previously asked for a chart that showed relationships between CCAC, MOHLTC, LHIN and others in the health care sector in a simple straightforward format. Marshall and Abigail Dancey had worked together to develop the chart and Djurdjica presented it to the meeting. Some suggestions were made – e.g., add “\$” under Province of Ontario, MOHLTC, LHIN, and list the contracted service providers on the back of the page. There was also a request that the percentage of WWLHIN funding that each sector receives be identified.</p>	<p>Marshall will work with Abigail Dancey to make the requested revisions to the chart.</p> <p>Djordjica suggested the finished chart be included in the board orientation package.</p>
5.0	Next Meeting	<p>The WWCCAC Board of Directors will meet on Wednesday, May 25, in the WWCCAC Guelph office board room. Note the new time format for the meetings:</p> <p>5:00 p.m. – In-camera meeting & refreshments (board and staff only)</p>	

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		6:00 p.m. - Public board meeting	
6.0	Adjournment	It was moved by Ben Gottlieb, seconded by Lori Trumper to adjourn the public meeting and go into an in-camera session. Carried.	

APPROVAL OF MINUTES

On a motion duly made, seconded and carried unanimously, the above-noted minutes were approved.

Marshall Draper, Chair

Kevin Mercer, Secretary

Date: _____