

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF SUNNYBROOK HEALTH SCIENCES CENTRE (SHSC) HELD ON MONDAY, JUNE 16, 2014 AT 3:00 P.M. IN THE ACADEMY OF MEDICINE ROOM, VAUGHAN ESTATE.**

**Chair:** Mr. David Agnew

**Directors:**

Mr. S. Beatty	Mr. B. Goldring	Ms. P. Griffith-Jones
Ms. H. Hayward	Dr. H. Kreder	Ms. E. Martin
Dr. B. McLellan	Dr. R. Nam	Ms. M. Ng
Ms. H. Short	Ms. R. Taggar	Mr. S. Tile
Ms. M. Visser	Dr. C. Whiteside	

**Regrets:**

Mr. P. Crawley	Mr. S. Diamond	Sr. Sue Elwyn, SSJD
Dr. J. Gilbert	Ms. S. Scace	Mr. W. Squibb

**By Invitation:** (in addition to members of the public)

Dr. J. Dellandrea	Dr. C. DuHamel	Ms. T. Hueper
Dr. M. Julius	Mr. S. Marafioti	Mr. M. Moffat
Ms. M. Reddick	Ms. C. Rosebrugh	Dr. A. Smith
Ms. A. Welch	Mr. M. Young	Dr. A. Zaretsky

**1.0 CALL TO ORDER – OPEN SESSION**

Mr. Agnew, Chair, noting a quorum present, called the open meeting of the Sunnybrook Board of Directors to order at 3:00 p.m.

**1.1 APPROVAL OF AGENDA**

The Chair requested approval of the agenda as pre-circulated. So moved by Mr. Beatty and seconded by Ms. Martin.

**The Agenda was approved as circulated.**

**1.2 APPROVAL OF MINUTES**

**Minutes of Meeting of SHSC Board – May 14, 2014**

Mr. Agnew requested approval of the minutes of the meeting of the Sunnybrook Board of Directors held on Wednesday, May 14, 2014. A copy of the minutes was pre-circulated and appended to the agenda package.

**MOTION: Upon MOTION duly made by Ms. Visser and SECONDED by Mr. Beatty, IT WAS RESOLVED THAT the Minutes of the meeting of the Board of Directors of Sunnybrook Health Sciences Centre held on Wednesday, May 14, 2014 are hereby approved as pre-circulated.**

**CARRIED.**

## **2.0 REPORT OF CHAIR**

### **2.1 SCHEDULE OF BOARD MEETINGS FOR 2014-2015**

Mr. Agnew reported that a copy of the Schedule of Board meetings for remainder of 2014 and for 2015 was appended to the agenda. He requested the Members of the Board to note the dates in their respective calendars.

## **3.0 REPORT OF THE CEO**

### **3.1 JUNE REPORT OF THE CEO**

A copy of the June CEO Report was pre-circulated and appended to the agenda package for information.

Dr. McLellan indicated that he would be pleased to answer any questions on matters coming out of his written report.

The Chair thanked Dr. McLellan for his report and opened the floor for questions.

### **3.2 ABA REPORT**

Dr. McLellan welcomed Dr. Marc Jeschke, the Medical Director and Ms. Karen Smith, the Patient Care Manager from the Ross Tilley Burn Unit. Dr. McLellan reported that the Ross Tilley Burn Unit had just undergone their 2<sup>nd</sup> successful accreditation process by the American Burn Association.

In 2011, Sunnybrook was the first Burn Centre in Canada to undergo a successful accreditation by the American Burn Association and Sunnybrook had their 2<sup>nd</sup> verification on June 3<sup>rd</sup> & 4<sup>th</sup> of this year. This is an in-depth process with significant advance preparation.

Dr. McLellan called on Dr. Marc Jeschke and Karen Smith to provide an update and feedback.

Dr. Jeschke provided an overview of the process and results, and noted that the reviewers (from the University of Washington and Cornell College in New York) were extremely impressed by the Burn Unit and in particular the team effort at Sunnybrook.

On behalf of the Board and Management, the Chair congratulated Dr. Jeschke, Ms. Smith and all those involved with ensuring a 2<sup>nd</sup> successful accreditation by the American Burn Association.

## **BOARD BUSINESS**

### **4.0 DECISION ITEMS**

#### **4.1 MEDICAL ADVISORY COMMITTEE**

Dr. Kreder reported that the Medical Advisory Committee met on April 8, 2014 and May 13, 2014. A copy of the MAC Reports was pre-circulated and appended to the agenda package for information.

##### **4.1.1 Credentials for May, 2014**

A copy of the May appointment list was pre-circulated and appended to the agenda package.

On behalf of the Medical Advisory Committee, the Chair requested a motion for the approval of the appointments as recommended by the Credentials Committee at their meeting held May 6, 2014.

So moved by Mr. Beatty and seconded by Mr. Tile.

The Chair opened the floor for questions, following which he called the question on the motion to accept and approve the following appointments as brought forward by the Medical Advisory Committee.

#### ACTIVE PROVISIONAL APPLICATIONS

EMERGENCY SERVICES	
<b>Dr. Angela Stone</b>	Active Provisional Staff Without admitting privileges Effective: May 1, 2014

#### OTHER APPLICATIONS

CRITICAL CARE MEDICINE	
<b>Dr. Victoria McCredie</b>	Clinical Associate Renewal With admitting privileges Effective: July 1, 2014 to June 30, 2015
EMERGENCY SERVICES	
<b>Dr. Tina Bhandari</b>	Clinical Associate Renewal Without admitting privileges Effective: July 1, 2014 to June 30, 2015
MEDICINE	
<b>Dr. Andrew Czarnecki</b>	Clinical Associate Renewable Division: Cardiology With admitting privileges Effective: July 1, 2014 to June 30, 2015

#### TEMPORARY PRIVILEGES

**With the approval of the EVP & Chief Medical Executive, the following individuals were granted temporary privileges.**

ANESTHESIA	
<b>Dr. Navraj Kahlon</b>	Without admitting privileges Effective: May 12, 2014 to May 23, 2014  <b>Preamble:</b> Temporary privileges were granted to provide locum coverage.
EMERGENCY SERVICES	
<b>Dr. Mildred Casey-Campbell</b>	Without admitting privileges Effective: April 12, 2014 to April 17, 2014  <b>Preamble:</b> Canadian Forces Physician wishing to improve their acute care skills. Individual was granted temporary privileges to work under the supervision of Sunnybrook staff.

<b>Dr. Angela Stone</b>	Without admitting privileges Effective: May 1, 2014 to May 15, 2014 <b>Preamble:</b> Application for Active Provisional staff is in process. Temporary privileges were granted to allow Dr. Stone to practice until the Active Provisional staff application is processed.
<b>FAMILY AND COMMUNITY MEDICINE</b>	
<b>Dr. Michael Zettler</b>	Without admitting privileges Effective: April 1, 2014 to July 1, 2014 <b>Preamble:</b> Temporary privileges were granted to allow Dr. Zettler to provide locum coverage during staff absence.
<b>NEWBORN AND DEVELOPMENTAL PEDIATRICS</b>	
<b>Dr. Ripudaman Minhas</b>	Without admitting privileges Effective: April 23, 2014 to July 31, 2014 <b>Preamble:</b> Application for Courtesy Staff is in process. Temporary privileges were granted to allow Dr. Minhas to practice until the Courtesy staff application is processed.
<b>SURGERY</b>	
<b>Dr. Sergio Muraca</b>	Division: General Surgery With admitting privileges Effective: April 21, 2014 to July 20, 2014 <b>Preamble:</b> Dr. Muraca was granted 2 <sup>nd</sup> set of temporary privileges to allow him to continue to assist in the Division of General Surgery. No further extension will be requested.
<b>Dr. Steven MacLellan</b>	Division: General Surgery With admitting privileges Effective: April 17, 2014 to June 30, 2014 <b>Preamble:</b> Application for Clinical Associate Staff is in process. Temporary privileges were granted to allow Dr. MacLellan to practice until the Clinical Associate application is approved.

#### ONE DAY TEMPORARY PRIVILEGES

<b>SURGERY</b>	
<b>Dr. Paul Kuzyk</b>	Division: Orthopaedic Surgery Without admitting privileges For: April 7, 2014 only <b>Preamble:</b> To assist Dr. Stephen with a case.

<b>Dr. Michael Chu</b>	Division: Cardiac Surgery Without admitting privileges For: April 29, 2014 only <i>Preamble:</i> To assist Dr. Gideon Cohen with a case.
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**MOTION: Upon MOTION duly made by Mr. Beatty and SECONDED by Mr. Tile, IT WAS RESOLVED THAT the Board of Directors of Sunnybrook Health Sciences Centre hereby accept and approve the above noted appointments as recommended by the Medical Advisory Committee.**

**CARRIED.**

#### **4.2 GOVERNANCE & NOMINATING COMMITTEE**

Ms. Griffith-Jones presented the Report on behalf of the Governance & Nominating Committee. The Committee met on May 13, 2014 and a copy of the report was pre-circulated and appended to the agenda package.

Ms. Griffith-Jones reported that the Governance & Nominating Committee reviewed and approved the updated Terms of Reference for the Quality Committee. A copy of the Terms of Reference was appended to the report for information.

On behalf of the Governance & Nominating Committee, Ms. Griffith-Jones recommended to the Board of Directors of Sunnybrook Health Sciences Centre that the updated Terms of Reference for the Quality Committee of the Board be approved. So moved by Ms. Griffith-Jones and seconded by Mr. Goldring.

The Chair opened the floor for discussion, following which he called the question on the motion.

**MOTION: Upon MOTION duly made by Ms. Griffith-Jones and SECONDED by Mr. Goldring, IT WAS RESOLVED THAT the Board of Directors of Sunnybrook Health Sciences Centre hereby approve the Terms of Reference for the Quality Committee of the Board as presented.**

**CARRIED.**

#### **5.0 INFORMATION ITEMS:**

##### **5.1 BALANCED SCORECARD**

A copy of Sunnybrook's Strategic Balanced Scorecard for June 2014 was pre-circulated and appended to the agenda package for information.

The Chair reported that the Quality Committee and the Business and Human Resources Committee reviewed the current scorecard indicators and commented that they are being revised in concert with the development of the new strategic plan.

#### **CONSENT AGENDA**

##### **6.0 REPORT OF COMMITTEES**

##### **6.1 BUSINESS & HUMAN RESOURCES COMMITTEE**

The Business & Human Resources Committee met on May 28, 2014. A copy of the Summary Report was pre-circulated and appended to the agenda package for information.

### **6.1.1 Financial Reports:**

#### April 30, 2014 Financial Report:

The Board received and reviewed the Financial Report for the 1 month ending April 30, 2014. A copy of the financial report was pre-circulated and appended to the agenda package.

The Chair opened the floor for questions on the Financial Reports received.

The Chair noted that Summary Reports were pre-circulated and appended to the agenda package from the following Committees of the Board:

- Common Marketing & Communications – Committee met on June 5, 2014
- Education & Research – Committee met on May 23, 2014
- Veterans Advisory Committee of the Board – Committee met on March 18, 2014

The Chair opened the floor for any questions of the Chairs of Committees.

## **7.0 INFORMATION ITEMS**

The following information items were received and appended to the Agenda package.

- 7.1 Media Reports
- 7.2 Letters of Appreciation
- 7.3 OHA Board Update
- 7.4 OHA President's Report

## **8.0 OTHER BUSINESS**

### **8.1 POST MEETING EVALUATION FORM**

The Chair reminded Board members to complete the post meeting evaluation form appended to the agenda package.

## **9.0 NEXT MEETING**

The next meeting of the Board of Directors of Sunnybrook Health Sciences Centre is scheduled to take place on Wednesday, September 17, 2014 at 3:00 p.m. in the Elizabeth Tory Board Room on M6 Room 120.

## **10.0 TERMINATION OF MEETING**

There being no further business, the Chair called for a motion to terminate the open session of the Sunnybrook Board of Directors at 3:20 p.m. So moved by Mr. Beatty and seconded by Mr. Tile.

**MEETING TERMINATED.**

*Minutes approved by the Board of Directors, September 17, 2014*

*David Agnew*

*Trudy Hueper*

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David Agnew, Chair

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Trudy Hueper, Secretary