

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF SUNNYBROOK HEALTH SCIENCES CENTRE (SHSC) HELD ON WEDNESDAY, FEBRUARY 5, 2014 AT 3:00 P.M. IN THE ELIZABETH TORY BOARD ROOM M6-120.

Chair: Mr. David Agnew

Directors:

Mr. S. Beatty	Mr. P. Crawley	Mr. S. Diamond (phone)
Sr. Sue Elwyn, SSJD	Dr. J. Gilbert	Mr. B. Goldring
Ms. P. Griffith-Jones	Ms. H. Hayward (phone)	Ms. E. Martin
Dr. B. McLellan	Dr. R. Nam	Ms. M. Ng
Ms. S. Scace	Ms. H. Short (phone)	Mr. S. Tile
Ms. M. Visser (phone)		

Regrets:

Dr. H. Kreder	Mr. W. Squibb
Ms. R. Taggar	Dr. C. Whiteside

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

Dr. J. Dellandrea	Dr. C. DuHamel	Ms. T. Hueper
Dr. M. Julius	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 revised agenda as pre-circulated. So moved by Mr. Goldring and seconded by Ms. Scace.

The Agenda was approved as circulated.

1.2 APPROVAL OF MINUTES

1.2.1 Minutes of Meeting of SHSC Board – December 12, 2013

Mr. Agnew requested approval of the minutes of the meeting of the Sunnybrook Board of Directors held on Thursday, December 12, 2013. A copy of the minutes was pre-circulated and appended to the agenda package.

MOTION: Upon MOTION duly made by Ms. Martin and SECONDED by Ms. Ng, IT WAS RESOLVED THAT the Minutes of the meeting of the Board of Directors of Sunnybrook Health Sciences Centre held on Thursday, December 12, 2013 are hereby approved as pre-circulated.

CARRIED.

2.0 REPORT OF CHAIR

There was no report from the Chair at this time.

3.0 REPORT OF THE CEO

3.1 FEBRUARY REPORT OF THE CEO

A copy of the February 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.

BOARD BUSINESS

4.0 EDUCATIONAL PRESENTATION:

4.1 UPDATE ON CARDIAC SURGERY

The Chair welcomed Dr. Gideon Cohen, Division Head, Cardiac Surgery. A copy of Dr. Cohen's presentation "Schulich Quality Care Initiative: Introducing a New Standard of Care" was pre-circulated and appended to the agenda package for information.

Dr. Cohen presented an overview of a number of quality improvement initiatives underway in the Schulich Heart Program to continually improve the quality of care for cardiac surgery patients. Dr. Cohen reviewed a number of processes targeted to improve pre-operative, operative and post-operative care noting that results are now included in the OR dashboard. He commented that the OR Program Dashboard for surgeons is sent to each surgeon on a regular basis.

Dr. Cohen also presented an overview of the strategies being put in place for safe and effective post-operative handover using a standardized checklist. The aim is that, by March 1st, 2014, 80% of post-operative cardiac surgery patient transfers from the OR to CVICU will utilize a standardized handover process. He outlined the monitoring progress to ensure that initiatives implemented are having the desired effect.

Dr. Cohen commented that thorough and accurate data collection and reporting is imperative. Performance measurement and reporting occur internally and are included in the Society of Thoracic Surgeons database which compares outcomes with other centres. The STS National Database was established as an initiative for quality improvement and patient safety among cardiothoracic surgeons. The impact related to the quality improvement initiatives undertaken by the Schulich Heart Program has seen an increase in surgical volumes, improved length of stay and increased patient satisfaction.

The Chair thanked Dr. Cohen for his presentation and opened the floor for questions.

5.0 DECISION ITEMS:

5.1 MEDICAL ADVISORY COMMITTEE

In Dr. Kreder's absence, the Chair noted that the MAC met on November 12, 2013 and December 10, 2013. A copy of the two Summary Reports was pre-circulated and appended to the agenda package for information.

5.1.1 Credentials – December 2013

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

On behalf of the Medical Advisory Committee, the Chair recommended that the listing of appointments from the Credentials Committee meeting held December 3, 2013 be approved. So moved by Ms. Scace and seconded by Ms. Martin.

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 / ACTIVE-PROVISIONAL STAFF - None.

OTHER APPLICATIONS

MEDICINE	
Dr. Benjamin Hui	Clinical Associate – 1 year Without admitting privileges Effective: December 5, 2013 to June 30, 2014
Dr. Jeremy Spevick	Clinical Associate – 1 year Without admitting privileges Effective: December 5, 2013 to June 30, 2014
OBSTETRICS AND GYNECOLOGY	
Dr. Noushin Khoshbakht	Clinical Associate – 1 year With admitting privileges Effective: December 1, 2013 to November 30, 2014
SURGERY	
Dr. Martin Heller	Courtesy Staff Division: Orthopaedic Surgery Without admitting privileges Effective: November 2, 2013
Dr. Todd Levy	Courtesy Staff Division: Orthopaedic Surgery Without admitting privileges Effective: November 2, 2013
Dr. Kelly Riedel	Clinical Associate – 1 year Division: Orthopaedic Surgery Without admitting privileges Effective: January 1, 2014 to December 31, 2014
Dr. Ali Fiture	Courtesy Staff Division: Vascular Surgery Without admitting privileges Effective: December 3, 2013

TEMPORARY PRIVILEGES

The following individuals were granted temporary privileges

MEDICAL IMAGING	
Dr. Chirag Patel	<p>Without admitting privileges Effective: November 12, 2013 to February 10, 2014</p> <p>Preamble: Application for Active Provisional Staff is in process. Temporary privileges were granted to allow Dr. Patel to practice while the Active Provisional staff application is being processed.</p>
SURGERY	
Dr. Martin Heller	<p>Division: Orthopaedic Surgery Without admitting privileges Effective: November 20, 2013 to December 31, 2013</p> <p>Preamble: Application for Courtesy staff is in process. Temporary privileges were granted to allow Dr. Heller to practice while the Courtesy staff application is being processed.</p>
Dr. Todd Levy	<p>Division: Orthopaedic Surgery Without admitting privileges Effective: November 2, 2013 to December 31, 2013</p> <p>Preamble: Application for Courtesy staff is in process. Temporary privileges were granted to allow Dr. Levy to practice while the Courtesy staff application is being processed.</p>
Dr. Shayne Keetbaas	<p>Division: Orthopaedic Surgery Without admitting privileges Effective: December 25, 2013 to March 25, 2014</p> <p>Preamble: Application for Clinical Associate Staff is in process. Temporary privileges were granted to allow Dr. Keetbaas to practice while the Clinical Associate staff application is processed.</p>

CHANGE IN STATUS

OBSTETRICS AND GYNECOLOGY	
Dr. Sony Sierra	<p>From: Active Staff To: Courtesy Staff Effective July 1, 2013</p>
Dr. Hensley Miller	<p>From: Consultant Staff To: Honorary Staff Effective: October 1, 2013</p>

MOTION: Upon MOTION duly made by Ms. Scace and SECONDED by Ms. Martin, 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.

5.1.1 Credentials – January 2014

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

On behalf of the Medical Advisory Committee, the Chair recommended that the listing of appointments from the Credentials Committee meeting held January 7, 2014 be approved. So moved by Ms. Scace and seconded by Ms. Martin.

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 / ACTIVE PROVISIONAL APPLICATIONS

SURGERY	
Dr. Nicole Look Hong	Active Provisional Staff Division of General Surgery With admitting privileges Effective: September 1, 2013 Preamble: This is a <u>replacement position</u> . Dr. Look Hong's practice will include breast cancer and melanoma surgery. Since September 2013, Dr. Look Hong has been a Clinical Associate at Sunnybrook.

OTHER APPLICATIONS

MEDICINE	
Dr. Jimmy MacHaalany	Consultant Staff Division of Cardiology With admitting privileges Effective: January 15, 2014 Preamble: This is a <u>replacement position</u> . Dr. MacHaalany will participate in Cath. lab and perform procedures within the MOH target. Dr. MacHaalany holds a staff appointment at the Quebec Heart Institute.

OTOLARYNGOLOGY, HEAD AND NECK SURGERY	
Dr. Thileep Kandasamy	<p>Clinical Associate one year With admitting privileges Effective: February 11, 2014 to February 10, 2015</p> <p>Preamble: This is a <u>replacement position</u>. Dr. Kandasamy will provide general otolaryngology clinical support in the ambulatory clinic and will provide care to patients referred to the Dizziness Clinic.</p>
SURGERY	
Dr. Siu-Yue Frances Fung	<p>Clinical Associate Renewable Division: General Surgery Without admitting privileges Effective: January 8, 2014 to January 7, 2015</p> <p>Preamble: This is a <u>renewal of the Clinical Associate appointment</u>. Dr. Fung will assist with on call duties for TTL, Trauma Surgery and ACCESS when required.</p>
Dr. Andres Lozano	<p>Courtesy Staff Division: Neurosurgery Without admitting privileges Effective: December 1, 2013</p> <p>Preamble: This is a <u>new position</u>. Dr. Lozano will see patients and assist Dr. Schwartz in the clinical trial of parkinson's disease being treated with MRI guided focused ultrasound.</p>
Dr. Tim Dwyer	<p>Clinical Associate one year Division: Orthopaedic Surgery With admitting privileges Effective: January 1, 2014 to December 31, 2014</p> <p>Preamble: This is a <u>renewal of the Clinical Associate Position</u>. Dr. Dwyer will run clinics at the Holland Centre to support our innovative, Advanced Practice Physiotherapist run a shoulder clinic.</p>
Dr. Shayne Keetbaas	<p>Clinical Associate one year Division: Orthopaedic Surgery Without admitting privileges Effective: December 25, 2013 to December 24, 2014</p>
Dr. Ian Forrest	<p>Courtesy Staff Division: Vascular Surgery Without admitting privileges Effective: December 1, 2013</p>

REQUEST FOR CHANGE IN STATUS

MEDICINE	
Dr. Martin Myers	Division: Cardiology From: Active Staff To: Consultant Staff, effective January 1, 2014

TEMPORARY PRIVILEGES

The following individuals were granted temporary privileges

FAMILY AND COMMUNITY MEDICINE	
Dr. Aliya Hasham	Division: Family Practice Obstetrics With admitting privileges Effective: December 10, 2013 to March 9, 2014 Preamble: Temporary privileges were granted to allow for 12 supervised deliveries, prior to the department making a decision about whether to request Clinical Associate appointment for maternity leave coverage.
Dr. Emily Kuhlmann	Division: Family Practice Without admitting privileges Effective: December 1, 2013 to March 1, 2014 Preamble: Temporary privileges were granted to provide locum coverage during staff sick leave.
MEDICINE	
Dr. Karl Boyle	Division: Neurology With admitting privileges Effective: January 1, 2014 to March 31, 2014 Preamble: Application for Active Provisional Staff is in process. Temporary privileges were granted to allow Dr. Boyle to practice while the Active Provisional staff application is being processed.
Dr. Maninder Sandhu	Division: Haematology Without admitting privileges Effective: January 6, 2014 to January 31, 2014 Preamble: Temporary privileges were granted to allow Dr. Sandhu to gain additional experience in the assessment and management of Thromboembolism patients. Dr. Richard Jay will be her overall supervisor during this time.

MEDICAL IMAGING	
Dr. Anastasia Oikonomou	Division: Cardiothoracic Without admitting privileges Effective: December 16, 2013 to March 16, 2014 Preamble: Application for Active Provisional Staff is in process. Temporary privileges were granted to allow Dr. Oikonomou to practice while the Active Provisional staff application is being processed.
SURGERY	
Dr. Nicole Look Hong	Division: General Surgery With admitting privileges Effective: December 5, 2013 to March 4, 2014 Preamble: Application for Active Provisional Staff is in process. Temporary privileges were granted to allow Dr. Look Hong to practice while the Active Provisional Staff application is being processed.

MOTION: Upon MOTION duly made by Ms. Scace and SECONDED by Ms. Martin, 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.

6.0 INFORMATION ITEMS:

6.1 IT BALANCED SCORECARD

The Chair welcomed Mr. Jeff Curtis, Chief Privacy Officer. A copy of his slide presentation "Information Services (IS) Governance Program–Q2 2013/14 Update" was pre-circulated and appended to the agenda package. A copy of the IS Balanced Scorecard was also pre-circulated as reference material.

Mr. Curtis presented an update on the Q2 2013/14 results of the IS Balanced Scorecard. In presenting an overview of the IS Strategic Plan Goals and Programs, Mr. Curtis commented that Sunnybrook will:

- be the national leader in the development of Personal Health Records through expansion of the MyChart program;
- lead in the design and build of innovative healthcare solutions, i.e., SunnyCare;
- use information systems and technologies to improve the integration of care across health care providers, i.e. Health Links IT and Ambulatory EMR (sponsored by Canada Health InfoWay); and
- implement an IT Governance Framework.

Mr. Curtis presented an overview on the following IS Balanced Scorecard Quadrants, highlighting on the Goals of each quadrant:

1. Corporate Perspective: Goal is to Deliver Value and Manage Risk
2. Learning and Growth Perspective: Goal is to ensure IT Sustainability
3. Customer Perspective: Goal is to Exceed Customer Expectations
4. Internal Perspective: Goal is to Achieve Operational Excellence

Mr. Curtis presented an overview of the IS BSC Design and indicated that the IS Balanced Scorecard conforms to Sunnybrook's standard for Corporate BSC indicator and ERM risk reporting. It was developed in-house using IS Information Management tools and processes. Indicators have been established and specified in each BSC quadrant and will continue to be refined.

In closing, Mr. Curtis commented that the IS Balanced Scorecard design is still in development at this time.

The Chair thanked Mr. Curtis for his presentation and opened the floor for any questions.

CONSENT AGENDA

7.0 REPORT OF COMMITTEES

7.1 BUSINESS & HUMAN RESOURCES COMMITTEE

The Business & Human Resources Committee met on January 22, 2014. A copy of the Summary Report was pre-circulated and appended to the agenda package for information.

7.1.1 Financial Reports:

December 31, 2013 Financial Report:

The Board received and reviewed the Financial Report for the 9 months ending December 31, 2013. 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.

7.7 QUALITY OF CARE COMMITTEE

The Quality of Care Committee met on January 27, 2014. A copy of the Summary Report was pre-circulated and appended to the agenda package for information.

7.8 VETERANS ADVISORY COMMITTEE

The Veterans Advisory Committee of the Board met on November 19, 2013. A copy of the Summary Report was pre-circulated and appended to the agenda package for information. A brief discussion followed with respect to hand hygiene compliance and the influenza campaign for the Veterans Centre.

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

8.0 INFORMATION ITEMS

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

- 8.1 Media Reports
- 8.2 Your Health Matters
- 8.3 Speaker Series on Heart Health – February 18, 2014
- 8.4 Letters of Appreciation
- 8.5 OHA Board Update
- 8.6 OHA President's Report

9.0 OTHER BUSINESS

9.1 POST MEETING EVALUATION FORM

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

10.0 NEXT MEETING

The next meeting of the Board of Directors of Sunnybrook Health Sciences Centre is scheduled to take place on Wednesday, March 5, 2014 at 3:00 p.m.

11.0 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 4:05 p.m. So moved by Mr. Goldring and seconded by Ms. Martin.

MEETING TERMINATED.

Minutes approved by the Board of Directors March 5, 2014

(original signed by David Agnew)

David Agnew, Chair

(original signed by Trudy Hueper)

Trudy Hueper, Secretary