



Hospital
Board of Directors Meeting Minutes
Wednesday, September 30, 2020 - 5:30 pm
By Zoom

Members:

- ✓ Joseph Bonnici
- ✓ Lindsay Broadhead
- ✓ Stephen Brown
- ✓ Jennifer Dewling
- ✓ Michael Ghent
- x David Isaac
- ✓ Brad Keenan
- ✓ Elaine Kierans
- ✓ Mark Lachmann
- ✓ Kirk LeMessurier

- ✓ Susan Mullin
- ✓ Feaz Rahim
- ✓ Stephen Ranger
- ✓ Geoff Rawle
- ✓ Kathleen Sheehan
- ✓ Gillian Stacey
- ✓ Eric Turner
- ✓ Dean Valentine
- ✓ Anne Wagner

Non Voting Members:

- ✓ Joanne Simons
- ✓ Ed Kucharski
- ✓ Wendy Cheuk

Invited Guests:

- ✓ Adrian Puopolo
- ✓ Elaine Nairne
- ✓ Lee Hodge
- ✓ Michael Orlando
- ✓ Mark Trask

Recorder: Teri Weaver

Item	Agenda Topic and Discussion Points	Decision
1.0	Call to Order & Approval of Agenda:	
	<p>Jennifer Dewling welcomed everyone to the Board of Directors meeting.</p> <p><i>Motion by Elaine Kierans to approve the agenda as presented. Seconded by Mark Lachmann.</i></p> <p>Joanne Simons introduced and welcomed Casey Schapel, Social Service Worker at Casey House who shared his experience working at the Bond Place Hotel, a COVID recovery space for people experiencing homelessness.</p>	Carried
2.0	Approval of Minutes:	
	<p>Approval of Minutes - August 26, 2020</p> <p><i>Motion by Geoff Rawle to approve the meeting minutes of August 26, 2020. Seconded by Stephen Ranger.</i></p>	Carried
3.0	Consent Agenda Items:	
	<p>3.1 CEO Report</p> <p>As an addendum to her CEO report, Joanne Simons gave an update on Casey House's tactics to mitigate our neighbours' concerns regarding discarded drug paraphernalia. She also thanked Lindsay Broadhead for her expert communications advice.</p> <p>Joanne Simons shared Casey House's plans for dealing with the second wave of COVID-19. In addition to the executive team's contingency plan, the Pandemic Resource Committee continues to</p>	

	meet twice a week to keep a vigilant watch on the Pandemic's affects on the Hospital.	
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	<p>Casey House's Business Plan considers the current state on each initiative and assumes status quo activity until March 31, 2021. We will adjust and update it if the need arises.</p> <p>3.2 Quality Committee Anne Wagner reported the Ontario College of Pharmacists awarded Casey House a Pass on its medication management practices. She also noted Casey House is set to meet with Accreditation Canada early 2022 to start its Accreditation process.</p>	
4.0	Items for Discussion:	
	<p>4.1 Governance Committee</p> <ul style="list-style-type: none"> <u>Committee Membership</u> Joanne Simons presented the 2020/21 memberships of the Board Committees for approval. <p><i>Motion by Feaz Rahim to approve the 2020/21 memberships of the Board Committees. Seconded by Kathleen Sheehan.</i></p> <ul style="list-style-type: none"> <u>Ontario Health Team Application</u> Joanne Simons presented the Board with Casey House's revised full application to be part of the Downtown East Toronto OHT. <p>Dean Valentine provided the Board with background information and his perspective on collaborating with OHTs.</p> <p>With questions from the Board addressed, Joanne Simons recommended approval from the Board to be a signatory to the application.</p> <p><i>Motion by Kirk LeMessurier and seconded by Michael Ghent, both approvals were unanimously supported to have Casey House be a signatory to the application for the Downtown East Toronto OHT, and for Joanne Simons and Jennifer Dewling to execute the application.</i></p>	<p><i>Carried</i></p> <p><i>Carried</i></p>
	<p>4.2 Finance Committee Feaz reviewed the financial statements and responded to questions.</p> <p>Feaz Rahim provided an update on the Enterprise Risk Register (ERR). He advised that the Board review the ERR and recommend to management, potential risks that should be included and monitored in this report. Joanne Simons made the Board aware of the two high-risk areas: DHP not meeting volume targets and ability to meet a 90% inpatient occupancy rate.</p>	
5.0	Strategy Discussion	

	Joanne Simons briefly recapped Strategy discussions from the August Board meeting and highlighted next steps. Ed Kucharski and Lee Hodge gave an informative presentation focusing on Casey House's past, current and future client profiles.	
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	<p>A robust discussion and inquiries ensued on the following:</p> <ul style="list-style-type: none"> • Alternatives to accepting HIV- clients • Stigma associated with a new client population • Examples from health organizations that pivot their services, and their outcomes • Scope of services available? • What is the marketing narrative? • Reaction from existing clients, staff, founders, donors, etc. • A risk assessment/mitigation plan <p>More discussion will follow at the November Board meeting.</p>	
6.0	Other Business	
	None.	
7.0	In-Camera Session:	
	An in-camera session was held with and without the CEO.	
8.0	Adjournment:	
	<p>Jennifer Dewling adjourned the meeting.</p> <p><i>Motion by Dean Valentine to adjourn the Board of Directors meeting. Seconded by Feaz Rahim.</i></p>	<i>Carried</i>

I certify that these minutes were considered and approved at the meeting of the Casey House Hospital Board of Directors on November 25, 2020.



 Jennifer Dewling, Chair



 Joanne Simons, Secretary