



IWK BOARD OF DIRECTORS

MINUTES

May 28, 2024 @ 12:30-4:30 p.m.
IWK Classrooms B (G-2280) & C (G-2286)

Directors Present:

Alexa Bagnell	Chris Fowles	Gina Kinsman	Cheryl Paynter
Tracey Cutcliffe	Sonya Fraser	Aldéa Landry	Lois Scott
Julia Donahue	Justin Ghosn	David Lavigne	Ron Smith
Janet Dunphy	Wendy Griffin	Mike Morris	Darrell White
Monica Foster	Lindsay Hawker	John Muir	Sheila Woodcock

Regrets: Kirstin Weerdenburg Catherine Woodman

Ex-Officio(non-voting) Directors: Krista Jangaard, President & CEO

Executive Leadership Present: Steve Ashton, Natalie Borden, Doug Sinclair, Mary Lynn VanTassel, Frank MacMaster, Gina Connell, LeeAnn Larocque

Staff Present: Nicole Geddes, Board Coordinator & Executive Assistant to CEO

1.0 **IN CAMERA:** N/A

2.0 **STANDING ITEMS:**

2.1 **Chair's Remarks & Call to Order:** The meeting was called to order at 12:30 p.m.

2.1.1 **Land Acknowledgement:** Given by Sonya Fraser.

2.1.2 **Confirmation of Quorum:** Confirmed.

2.1.3 **Declaration of Conflict of Interest:** None declared.

2.2 **Introduction of new Ministerial Appointee – John Muir:** Sonya Fraser introduced John Muir who is the new Ministerial appointee to the Board.

The following departing members will be recognized at the AGM: Lois Scott, Ron Smith, Teresa Fortuna, Tracey Cutcliffe, Darrell White, Ashwin Kutty. With thanks from Dr. Jangaard, she also noted that departing members are always welcome here.

3.0 **PATIENT STORY:** Dr. Doug Sinclair presented the patient story which was given by a longstanding member of the Family Leadership Council who detailed the healing powers of the cafeteria and how it impacts her family's and child's life.

4.0 **APPROVAL OF AGENDA:** Motioned by Tracey Cutcliffe; Seconded by Justin Ghosn. All in favor.
APPROVED

5.0 **CONSENT AGENDA:**

MOTION: That the consent agenda be approved, including motions therein. Motioned by Gina Kinsman; seconded by Julia Donahue. All in favor.

APPROVED

5.1 Approval of Minutes

5.2 Privileges and Credentialing

5.3 Report from MAC

5.4 BIC & FARM Terms of Reference

5.5 Family Leadership Council Annual Report

5.6 Youth Advisory Council Annual Report

5.7 Updates to Governance Policies Regarding Role of Community Members on Committees

5.8 2023-2024 Board Awards Decision

6.0 **BOARD CHAIR REPORT (Sonya Fraser):**

- Krista Jangaard and Sonya Fraser met with DM Dana MacKenzie. They highlighted the areas of focus and concern from IWK's perspective regarding attracting and attaining talent. DM MacKenzie was open to the comments and feedback and will take away for consideration.
- Sonya Fraser and Chris Fowles discussed the CEO review.
- Each Board member will be scheduled for a one-on-one meeting by the end of July with Sonya or Chris to discuss the past year.
- Reminder for those who have not yet completed the first module (30-40 minute video) of the Respectful Workplace Session.
- Sonya will join Krista at the All Stars Event on June 14th.
- There will be a virtual Board meeting on June 20th virtual which will be chaired by Chris Fowles. The AGM, Board Awards Ceremony and annual luncheon will take place on June 26th.

7.0 **STRATEGY (Krista Jangaard):**

7.1 Review FY 2023-2024 Strategic Performance on Priorities, Objectives and Key Results:
Krista noted that the year end results were presented to internal staff. She presented slides which have since been uploaded to DiliTrust under IWK Board of Directors/ Documentation/Committee Material/Strategy Reports. There were no reported areas of concern. Krista thanked ELT for all the hard work they and their teams have done. Posters will go up at AGM and there will be a quarterly update on the progress of strategic priorities, objectives and key results.

8.0 **BOARD EDUCATION SESSION – IWK HEALTH RESPECTFUL WORKPLACE POLICY AND PROCESS**

(S. Ashton): Steve Ashton gave a “Creating a Safe, Respectful and Psychologically Safe Workplace” presentation for Board awareness. There was a lot of insightful discussion among Board members. Some topics included support services for staff (available through the Employee Family Assistance Program, Occupational Health and Wellness, on-line resources, etc.), staff stress, mental health, psychological injuries, building resilience and confidence through life experiences, effects of social media on people’s mental health/happiness, etc. Many issues can be addressed internally but those that can’t, can be addressed through working with system partners.

It was noted that the Employee Engagement Survey will be revised as we head into the next year to collect more data and ask more specific questions to help the team inform the culture. It was suggested that frontline managers be engaged and asked if they feel equipped to help support staff that report to them. Steve did note that in addition to the on-line module, there were open sessions (which were very well attended) with frontline staff for debriefing. It was a good way to hear about what is needed for support.

Given the trends in reporting workplace injuries, it was felt that these should be reportable to the Governance, Nominating and Human Resource Committee.

A recommendation to take away for consideration is beginning meetings with a safety moment (much like the patient story). It encourages all levels throughout the organization to be forward thinking. The moment does not have to safety specific to organization. – i.e. have everyone think about little things that are unsafe.

The Board will be updated on how this journey is going.

9.0 **BREAK**

10.0 **COMMITTEE UPDATES / QUARTERLY REPORTING:**

10.1 **FA&RM (Gina Kinsman):**

- Had the usual meetings with internal counsel, privacy, reporting, internal audit
- The cybersecurity report was finalized.
- Heard from ERM and business continuing and systems transformation groups – there were no concerns to bring forward.
- The Health Services Business Plan was finalized by government.

10.1.1 **2024-2025 Annual Business Plan:**

MOTION: THAT the Fiscal 2024-25 Business Plan be approved by the IWK Health Board of Directors. Motioned by Aldéa Landry; seconded by Tracey Cutcliffe.

APPROVED

10.2 **Board Quality (Julia Donahue):**

- In the safety report for Q4, there were no SSEs or reportable events which made the overall safety event rate go down.

- The Q3 report remained the same and can be found on DiliTrust.
- There were biannual reports about Root Cause Analysis (RCAs). Processes are being followed as expected.
- The Central Line-Associated Blood Stream Infection (CLABSI) rate went down this quarter.
- Infection Control is keeping an eye on measles and avian flu.
- The Quality QIP was in the meeting package as attachment with similar results as last quarter. There are no proposed metrics for next year.
- There was a celebration on May 10th for our Accreditation achievement. There were four unmet criteria that are being reviewed.
- The Annual report from Family Leadership Council and the Youth Advisory Council was included in the consent agenda.

10.3 Governance, Nominating and Human Resource (Tracey Cutcliffe):

- Responses rates for the post-Board meeting surveys have gone down significantly. A reminder to please fill out the short survey in the future.
- Board skills matrix and self-identification surveys will go out in September. Please complete.
- Updates to the Governance policies were made to accommodate changes to formalize and put in processes for community members to serve on Board.
- The HR scorecard was reviewed, and all looks good. Continuing work on performance development work.
- There was a public call for directors and community members in February. Community members who currently serve on board committees were interested in becoming Board directors (Ryan Brothers, Jane McKay-Nesbitt and Charlene Milner). Sara Piracha-McLean has governance experience and was selected to serve on the Board from the public call for directors.
- Sheila Woodcock and Justin Ghosn will serve a 2nd term / Tracey Cutcliffe, Ron Smith and Lois Scott will be exiting the Board this year / John Muir has replaced Ashwin Kutty / Dr. David Anderson will replace Darrell White as the Medical School representative / Dr. Teresa Fortuna has finished her term as MDSAS President and will be replaced by Dr. Kirstin Weerdenburg.

MOTION: THAT the slate of new and returning directors be approved by the Board to stand for appointment/reappointment at the AGM in June
 Motioned by Tracey Cutcliffe; seconded by Mike Morris. All in favor.

APPROVED

10.4 Building and Infrastructure (Monica Foster):

- The time frame for the ED redevelopment has not changed. It is still running six months late, and the budget took another jump but there is still room in the contingency. Costs in construction is driving the increase.
- There is an issue regarding the playground on roof and elevator. The original design will go forward so an elevator will be the issue going forward.
- Foundation fundraising is going well.
- Had a good look at where we are with space utilization. Looking at principles and looking at making it more operational.

- Work is going well regarding the flood. The only issue left is the kitchen and funding for Build Back Better. Have not yet been successful in receiving funding from government for the kitchen. Mary Lynn and group are working hard to get an uptake on the project and move it forward. Will be settling the claim soon.
- An update was provided on the work done with facilities condition index. Going forward, this will be part of strategic work as we think about what we will do with the Children's building. Having the right data to support future discussions is critical.
- There have been improvements related to OKRs and compliance reporting. Looking forward to further discussions on KPIs and compliance reporting.
- Funding has been made available for help with extra air handling units. Year end capital was received in January and pre-buying has given flexibility on capital. Don't have enough for redundancy yet (this will be worked on in the coming year).

10.5 Research (Ron Smith):

- There has been much progress over the last few years in research. Dr. MacMaster provides regular updates.
- A presentation by Margot Latimer and John Sylliboy regarding ways to better serve Indigenous populations was well-received. It was suggested they present at the fall Board Strategy session with time for discussion.
- Ron was thanked for his service to the IWK Board.

10.6 Digital Transformation (Mike Morris):

- Good briefing was given regarding the state of the OPOR project which was followed by a demo and then cyber security discussion.
- A presentation was given regarding the OPOR project which is going well and is on schedule. We are intended to be the 2nd site to go live in Spring 2025. Efforts are being undertaken with the IWK team to figure out how we will embrace and make it work. Colleague from Lindsay's team gave a live demo.
- A presentation on cyber security was given as it applies to the OPOR project. There is a lot of good work happening, but we shouldn't expect it will solve our problems. This is a hard and complicated problem to fix. There are lessons to be learned from other organizations that may have experienced a cyber attack. For Board awareness, the notion of a plan for a slowdown in production is anticipated.
- HIROC conversations have been helpful, and they are willing to talk with us more. Will circle back with HIROC.

11.0 CEO REPORT (Dr. Krista Jangaard):

- Dr. Jangaard is pleased with the amount of work done this year. IWK received certification from ChildKind Canada and are in the process of renewal of our BFI certification.
- Getting ready for the AGM and Board awards.

12.0 **IWK FOUNDATION REPORT (Wendy Griffin):**

- We are one week out from the Weekend of Giving (Radiothon, Telethon and Tribute Show).
- Dr. Jangaard was thanked for hosting and being part of the IYS announcement.
- There was an opportunity to celebrate Children's Hospital week. Very proud of Tanya Bishop who was honoured as a Canadian Giver.
- Shout out to the Department of Surgery who donated \$250,000.
- Noted that people may be approached at check-out kiosks for donations. In August, the PEI Liquor Commission will do a local hospital support campaign which will be divided between the QE, Prince County and IWK hospitals.
- There are big announcements coming!!

13.0 **IN CAMERA @ 3:43 p.m.**

A motion to adjourn the meeting was made at 4:19 p.m. by Lois Scott.

Respectfully submitted by,

Sonya Fraser
IWK Board Chair