

**MINUTES of a meeting of the Boards of Directors of Baycrest Centre for Geriatric Care, Baycrest Hospital, The Jewish Home for the Aged and The Baycrest Day Care Centre (“Baycrest”) held on Thursday, March 7, 2013 at 8:00am**

**PRESENT:** Barratt, Jane; Blidner, Jeffrey (teleconference); Foster, Garry; Godfrey, Paul (teleconference); Jacob, Ellis; Katz, Paul; Kay, Robert C.; Koo, Manfred; Mirsky, Brian; Reichman, William; Rosen, Gili; Sinervo, Pekka (teleconference); Soloninka, John; Velji, Karima; Zaidman, Jakov

**REGRETS:** Banks, Jordan; Kay, Jack; Kimel, Warren; Shapiro, Marla; Nelson, Sioban; Whiteside, Catharine

**GUESTS:** Conn, David; Kent, Joni; Mackie, Brian; Sutton, Susan; Webb, Nancy

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**1. CONFLICT OF INTEREST DECLARATION AND CHAIR’S REMARKS**

Mr. G. Foster, Chair, welcomed Board members to the meeting. There were no conflicts of interest declared.

Mr. Foster gave an update of activities at Baycrest and also summarized items to be discussed on the agenda, including approval of the 2013/14 Budget and implementation of the 2013-2018 Strategic Plan, noting that the Strategic Planning Committee will continue to meet to ensure execution of the Strategic Plan.

Mr. Foster added that the next meeting of the Board will have a newly formatted agenda which will be based on the four pillars of the Strategic Plan.

**2. MINUTES OF THE JANUARY 29, 2013 BOARD OF DIRECTORS MEETING**

The minutes of the meeting held January 29, 2013 were approved. A copy of the material is on file with the master of the minutes.

<p><b><u>ACTION:</u></b> It was duly <b>MOVED</b>, regularly <b>SECONDED</b> and unanimously <b>CARRIED</b> THAT THE MINUTES OF THE JANUARY 29, 2013 MEETING OF THE BOARDS OF DIRECTORS OF BAYCREST CENTRE FOR GERIATRIC CARE, BAYCREST HOSPITAL, THE JEWISH HOME FOR THE AGED AND THE BAYCREST DAY CARE CENTRE BE APPROVED.</p>
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**3. BUSINESS ARISING**

**3.1 Strategic Budgeting**

Mr. Foster advised the Board that updates relating to Strategic Budgeting and discussions with the Toronto Central Local Health Integration Network (TC-LHIN) would take place later in the agenda.

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### **4. REPORT OF THE PRESIDENT & CEO**

Dr. W. Reichman, President and Chief Executive Officer, gave a brief report to the Board. A copy of the report in its entirety is attached to the master of the minutes.

Dr. Reichman updated the Board on discussions with the TC-LHIN. It could be as long as six months before any decision is made, although it is hoped we may hear back by early May.

Dr. Reichman also gave an update on the execution of the Strategic Plan.

### **5. REPORT OF THE BRANDING AND VISIBILITY AD HOC COMMITTEE**

Mr. Foster introduced Centre Board member Mr. B. Mirsky, who co-chairs the Branding and Visibility Ad Hoc Committee along with Foundation Board member Mr. B. Moir. Mr. Mirsky summarized activities of the Ad Hoc committee which was formed to work with JWT Ethos as they develop a powerful positioning idea that will act as the strategic underpinning for the development of successful branding and visibility. JWT Ethos will present creative to both Boards on Wednesday April 17, 2013. The process is hoped to be complete by May 1, 2013. A copy of the report in its entirety is attached to the master of the minutes.

### **6. REPORT OF THE BAYCREST FOUNDATION**

Mr. Foster invited Ms. S. Sutton, President of the Baycrest Foundation, to give a report of the Baycrest Foundation. Ms. Sutton informed the Board that the Foundation Board met the day before, on March 6, 2013. A copy of the report in its entirety is attached to the master of the minutes.

### **7. REPORT OF THE CLINICAL STRATEGY, QUALITY & SAFETY COMMITTEE**

Dr. M. Koo gave a report of the Clinical Strategy, Quality & Safety Committee. A copy of the report in its entirety is attached to the master of the minutes.

#### **7.3 Quality Improvement Plan (QIP) 2013/14**

Dr. Koo outlined the QIP 2013/14 focus on five quality dimensions – safety, effectiveness, accessibility, patient-centered and integrated (new). There are nine core indicators recommended by Health Quality Ontario (HQP) for the field. One new core indicator has been added for 2013/14 – medication reconciliation at admission (safety).

Baycrest has continually added select supporting indicators to embed in the QIP over the past two years. This year, the following supporting indicators will continue from the 2012/13 QIP:

- Percent of employees who report that they would recommend Baycrest as a preferred place to work
- Percent of staff who report that the work environment is safe

In addition, three new supporting indicators have been added to 2013/14 QIP, including:

- Antipsychotic medications utilization
- Behavioral symptoms
- Pain management

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QIP 2013/14 has been reviewed at the following committees for recommendations for approval:

- Executive Team – February 5, 2013
- Clinical Strategy, Quality and Safety Committee – February 28, 2013
- Management Resources and Compensation Committee – March 1, 2013

These documents will be submitted to HQO by April 1, 2013. It is also expected that each healthcare organization will publicly post the QIP by April 1, 2013. All milestones have been addressed for the 2012/13 QIP, and these will also be submitted for HQO.

The Board was asked to approve Part A and Part B of QIP 2013/14. Part C “The Link to Performance-based Compensation of Our Executives” will be presented for approval during the in-camera portion of the meeting.

**ACTION: It was duly MOVED, regularly SECONDED and unanimously CARRIED THAT THE BOARDS OF DIRECTORS OF BAYCREST CENTRE FOR GERIATRIC CARE, BAYCREST HOSPITAL, THE JEWISH HOME FOR THE AGED AND THE BAYCREST DAY CARE CENTRE ACCEPT AND APPROVE THE 2013/14 QUALITY IMPROVEMENT PLAN PART A – OVERVIEW OF THE PLAN, PART B – IMPROVEMENT TARGETS AND INITIATIVES.**

## 8. REPORT OF THE FINANCE & AUDIT COMMITTEE

Mr. E. Jacob gave a report of the Finance & Audit Committee. A copy of the report in its entirety is attached to the master of the minutes.

### 8.1 Five Year Plan and Draft 2013/2014 Budget

Mr. Jacob reviewed the five year plan. The Committee recommended the 2013/2014 Budget document for approval by the Board.

**ACTION: It was duly MOVED, regularly SECONDED and unanimously CARRIED THAT the BOARDS OF DIRECTORS OF BAYCREST CENTRE FOR GERIATRIC CARE, BAYCREST HOSPITAL, THE JEWISH HOME FOR THE AGED AND THE BAYCREST DAY CARE CENTRE APPROVES THE 2013/2014 BUDGET.**

### 8.2 Accountability Agreements

The Long-Term Care Home Accountability Agreement 2013-2016 (L-SAA) was recommended for approval by the Board. This is consistent with the Long-Term Care Home Accountability Planning submission (LAPS) approved at the Board meeting in December 2012.

**ACTION: It was duly MOVED, regularly SECONDED and unanimously CARRIED THAT the BOARDS OF DIRECTORS OF BAYCREST CENTRE FOR GERIATRIC CARE, BAYCREST HOSPITAL, THE JEWISH HOME FOR THE AGED AND THE BAYCREST DAY CARE CENTRE APPROVES THE L-SAA FOR THE PERIOD 2013-2016.**

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The Hospital Accountability Planning Submission (HAPS) 2013-2014 is due to be signed by May 31, 2013. The template is not available at this time, but will be provided at the May Board meeting for review. The existing one-year amendment of the 2008-10 H-SAA for 2012/13 will be extended a further two months to May 31, 2013 to allow funding to flow past March 31 until the 2013/2014 agreement comes into effect.

## 9. REPORT OF THE STRATEGIC PLANNING COMMITTEE

Mr. Foster gave a report of the Strategic Planning Committee. A copy of the report in its entirety is attached to the master of the minutes.

## 10. OPEN DISCUSSION

Mr. Foster gave Board members an opportunity to take part in an open discussion.

## 11. CONSENT AGENDA

Copies of the reports in their entirety are attached to the master of the minutes.

### 11.1 Report of the Fiscal Advisory Committee

### 11.2 Report of the Governance Committee

### 11.3 Report of the Medical Advisory Committee

## 12. CONCLUSION

There being no further business, the regular meeting adjourned at 6:00pm.

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G. Foster  
Chairman, Board of Directors