

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 Tuesday, February 11, 2014 at 4:30pm

PRESENT: Anderson, Carol; Banks, Jordan (by teleconference); Blidner, Jeffrey; Chow, Tiffany; Diamond, Sara; Godfrey, Paul (by teleconference); Goldstein, Laurence; Katz, Paul; Kay, Robert; Koo, Manfred; Mirsky, Brian; Nelson, Sioban; Reichman, William; Shain, Lili; Soloninka, John

REGRETS: Barratt, Jane; Jacob, Ellis; Kay, Jack; Shapiro, Marla; Whiteside, Catharine; Zaidman, Jakov

GUESTS: Conn, David; Foster, Garry; Jackson, Linda; Kent, Joni; Mackie, Brian; Riesenbach, Ron; Shin, Anne Marie (for a portion of the meeting); Toppings, Marc

1. CONFLICT OF INTEREST DECLARATION AND CHAIR’S REMARKS

Mr. J. Blidner, Chair, welcomed Board members to the meeting. No conflicts of interest were declared.

2. APPROVAL OF MINUTES

The minutes of the Board meeting held December 5, 2013 were approved. A copy of the material is on file with the master of the minutes.

ACTION: It was duly **MOVED**, regularly **SECONDED** and unanimously **CARRIED THAT THE MINUTES OF THE DECEMBER 5, 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.**

3. BUSINESS ARISING

There was no business arising from the previous minutes.

4. SPECIAL PRESENTATION

C. Anderson, Vice-President, Clinical Programs & Chief Nursing Executive, Dr. P. Katz, Vice-President, Medical Services & Chief of Staff, and A. M. Shin, Executive Director, Nursing, Quality & Safety, gave a presentation regarding Quality Improvement at Baycrest.

5. REPORT OF THE PRESIDENT & CEO

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

W. Reichman reiterated that it has been a challenging time for Baycrest’s facilities, with the Terraces flood in the summer, and the pipe that burst several weeks ago. The resultant flooding did not affect patient care areas. Repairs to the area should be finished by the second week of March. Such weather-related facility risks continue to be identified and monitored.

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W. Reichman informed the Board that Baycrest's WanderGuard system, which provides protection against resident wandering, will be upgraded over the next few weeks.

As a result of a recent RFP, Rexall has been awarded the contract to construct a retail drug store on campus and provide prescription services. The contract has been signed and discussions are underway for the location and design of the store.

J. Kent, Vice-President, Strategy & Chief Human Resources Officer, summarized this year's immunization rates compared to previous years. Baycrest continues to strive to improve staff immunization rates.

Deb Matthews, Minister of Health and Long-Term Care, will visit Baycrest on February 13, 2014 as it hosts the *Better Aging: Ontario Education Summit*. Dr. D. Conn, Vice-President, Education and Director, Centre for Education, informed the Board that this event will bring together Ontario colleges, universities, health care organizations, regulatory colleges, researchers, health and social care professionals, and government officials.

6. REPORT OF THE BAYCREST FOUNDATION

Mr. G. Foster, Interim President of the Baycrest Foundation, outlined activities within the Baycrest Foundation. A copy of the report in its entirety is attached to the master of the minutes.

G. Foster reported that the Foundation continues to focus on avenues to increase unrestricted fundraising revenue to meet the Centre's greatest needs.

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

Mr. R. Kay gave a brief report of the Clinical Strategy, Quality & Safety Committee. A copy of the report in its entirety is attached to the master of the minutes. R. Kay renewed his request to Board members asking for volunteers to serve on the Committee.

8. REPORT OF THE FINANCE & AUDIT COMMITTEE

Ms. L. Shain gave a Report of the Finance & Audit Committee. A copy of the report in its entirety is attached to the master of the minutes.

8.2 Audit Plan and Fees for 2013/2014 Year End

The Finance & Audit Committee recommended the Audit Plan and Fees totaling \$75,600 for approval.

<p><u>ACTION:</u> It was duly MOVED, regularly SECONDED and unanimously CARRIED THAT THE BOARDS OF DIRECTORS FOR BAYCREST CENTRE FOR GERIATRIC CARE, BAYCREST HOSPITAL, THE JEWISH HOME FOR THE AGED, AND THE BAYCREST DAY CARE CENTRE APPROVES THE AUDIT FEES FOR THE 2013/2014 YEAR END TOTALING \$75,600.</p>

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8.3 Working Capital

The Finance & Audit Committee recommended accessing \$3M of the \$15M five-year National Bank revolving line of credit facility prior to March 31, 2014.

ACTION: It was duly **MOVED**, regularly **SECONDED** and unanimously **CARRIED THAT THE BOARDS OF DIRECTORS FOR BAYCREST CENTRE FOR GERIATRIC CARE, BAYCREST HOSPITAL, THE JEWISH HOME FOR THE AGED, AND THE BAYCREST DAY CARE CENTRE APPROVES ACCESSING \$3 MILLION OF THE \$15 MILLION FIVE-YEAR NATIONAL BANK REVOLVING LINE OF CREDIT FACILITY PRIOR TO MARCH 31, 2014.**

8.4 Financial Status Update

The Toronto Central Local Health Integration Network (TC LHIN) has recognized the specific funding formula challenges that Baycrest's unique services face. The TC LHIN has identified one-time interim relief funding of \$2M for 2013/14. Baycrest will continue to work with the TC LHIN on similar relief funding for 2014/15.

The Board was advised that Baycrest has been successful in obtaining approval for \$1.1M of infrastructure funding from the government in connection with last year's \$1.2M generator project.

It was noted that the last remaining components of the budgeting process are currently being addressed, with the entire process to be completed over the next several weeks. The communications process with staff is in its very early stages, with Baycrest managers scheduled to attend a meeting on February 12, 2014. The Board will be provided with an update at its next meeting March 25, 2014.

9. REPORT OF THE FISCAL ADVISORY COMMITTEE

W. Reichman gave a brief report of the Fiscal Advisory Committee. A copy of the report in its entirety is attached to the master of the minutes.

10. REPORT OF THE MEDICAL ADVISORY COMMITTEE

P. Katz gave a brief report of the Medical Advisory Committee. A copy of the report in its entirety is attached to the master of the minutes.

11. CONCLUSION

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

J. Blidner
Chair, Board of Directors