

**MINUTES OF A MEETING OF THE BOARD OF TRUSTEES HELD  
DECEMBER 1, 2009 AT 4:30 P.M.  
CHEO BOARDROOM**

**PRESENT:** Johanne Levesque, Chair  
Michel Bilodeau  
Dr. Jacques Bradwejn  
Chantal Courchesne  
Erin Crowe  
David Egan  
Patti Gauley  
Don Hewson  
David Hill  
Dr. Jim King  
Dr. Michael Leonard  
Brian Radburn  
Jason Shinder

**REGRETS:** Pamela Mountenay Cain  
Nimet Karim  
Dr. Gail Ryan  
Julie Tubman

**ALSO PRESENT :** Dennise Albrecht, Jerry Bisson, Ginette Champagne, Pat Elliott-Miller,  
Ann Fuller, Kirsten Henningsen, Dr. Joe Reisman, Susan Richardson,  
Mari Teitelbaum

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**1. DECLARATION OF CONFLICT OF INTEREST - None**

**2. ADOPTION OF THE MINUTES: October 20, 2009**

MOVED by D. Hewson, seconded by D. Egan that the minutes of the October 20, 2009 regular meeting be approved as circulated. Carried.

MOVED by D. Hewson, seconded by D. Egan to approve the agenda for the meeting with two additional items under New Business. Carried.

**2.1 Business Arising from the Minutes**

Mr. Bilodeau advised that there are four candidates for the Chief of Staff position. Interviews will be held on December 8<sup>th</sup>. J. Levesque, C. Courchesne, E. Crowe and J. Tubman have kindly volunteered to be part of the selection committee.

### **3. REPORTS**

#### **3.1 Chair's Report**

J. Levesque commended the staff for the exemplary manner in which they rose to the occasion during the second wave of H1N1. The Board was kept well informed and was very impressed with how well prepared CHEO was for this situation. A note of support and appreciation from the Board for the incredible amount of work and dedication that went into dealing with the events surrounding H1N1 appeared in Doubleclick.

J. Levesque represented CHEO at the ROHCG Board Retreat in October. M. Bilodeau was unable to attend.

J. Levesque recently attended the Trees of Hope Lighting Ceremony. Trustees were asked to advise J. Levesque whenever they attend events on behalf of CHEO as it is important that they be documented.

J. Levesque participated in a recent conference call with the LHIN and the other area hospitals where the LHIN announced that it was changing its main planning assumption from 1 to 0% increase for next year. For CHEO, it means a projected shortfall of \$6.2M (of which \$4.2M is related to salary increases). From discussions held at the provincial level, the LHIN now believes that most provincial ministries will face a 3% reduction of their budget, while health and education will be frozen.

J. Levesque has completed one-on-one discussions with each Board member. She thanked everyone for taking the time to engage with her in the very informative discussions. Comments have been summarized in a draft report which will be brought forward to the Governance Committee in January.

#### **3.2 CEO's Report**

M. Bilodeau presented his monthly report. A copy of his report was pre-circulated and is appended to the master minutes.

#### **3.3 Chief of Staff's Report**

Dr. Leonard presented his monthly report. A copy of his report was pre-circulated and is appended to the master minutes. Dr. Leonard reported on the second wave of H1N1, noting that Dr. Ken Farion and Dr. Lindy Samson displayed exemplary leadership throughout this extremely busy and stressful time.

##### **3.3.1 Medical Staff Appointments**

MOVED by D. Hill, seconded by D. Egan and CARRIED that:

- Dr. Baxter Willis be reappointed as Chief, Department of Surgery for a second five-year term ending July 2014.
- Dr. David Mack be appointed as the Chief, Division of Gastroenterology for a five-year period ending November 2014.

### **3.4 Chief Nursing Executive Report**

Pat Elliott-Miller, Chief Nursing Executive, presented her monthly report. A copy of her report was pre-circulated and is appended to the master minutes.

### **3.5 Treasurer's Report**

E. Crowe, Treasurer, briefed members on the meeting of the Audit & Resources Committee meeting held on November 25, 2009. The Committee deliberated at great length on the cost savings initiatives that were presented by Management.

The October financial statements reflect a hospital operating deficit of \$734K. J. Bisson will be making a formal request to the LHIN for reimbursement of costs associated with the second H1N1 wave which are close to \$600K at this point.

#### **3.5.1 Approval of Financial Statements as of October 31, 2009**

MOVED by E. Crowe, seconded by D. Hewson that the Board of Trustees approve the October Financial Statements as recommended by the Audit & Resources Committee. Carried.

### **3.6 Governance Committee Report**

D. Egan, Chair of the Governance Committee, provided a summary of the deliberations of the Committee's last meeting. The minutes were distributed and attached to the master minutes. At its last meeting, the Governance Committee discussed the issue of Trustee education. While acknowledging we are in times of restraint, the Committee agreed that Trustee education is very important and will not be eliminated at the expense of not having well informed members. The hospital has budgeted \$10K for Trustee education and D. Egan encouraged Trustees to forward requests to M. Bilodeau to attend educational sessions. While the Board does not have a formal policy on Trustee education, several members have expressed an interest in having a code of conduct/expectations for Trustees. M. Bilodeau will follow up.

## **4. NEW BUSINESS**

### **4.1 Approval to Endorse "A Covenant for Honoring Children"**

D. Hewson recommended on behalf of the Advocacy Committee that the Board endorse the document "A Covenant for Honoring Children". Rafi Caouvkian, well known by many for his songs about children, founded an organization called Child Honoring which has developed a vision of the world that starts with the well-being of children. "A Covenant for Honoring Children" is a set of guiding principles for restoring natural and human communities to assure the well-being of children and thus the larger world they will inherit. Endorsing the Covenant advances CHEO's mission and values and demonstrates our commitment to partnerships. It raises the profile of CHEO within and well beyond the communities we serve. A briefing note is attached to the master minutes.

MOVED by D. Hewson, seconded by Chantal Courchesne that the Board of Trustees endorse the document “A Covenant for Honoring Children” by Rafi Cavoukian. Carried.

#### **4.2 Surgery Simulator Program at TOH**

While attending a hospital patient safety program at the TOH, D. Hill learned about their surgery simulator program where virtual surgical procedures are performed through computers. They are developing a 20,000 square ft facility in the Loeb Building at the Civic Campus. D. Hill questioned whether CHEO is involved with this program. M. Bilodeau explained that CHEO is aware of it and it has been discussed numerous times at CHEO Academic Medical Organization (CHAMO). Dr. Leonard noted that CHEO physicians have been invited to participate, however, it is very expensive. We are behind TOH in this regard because we do not have the means to purchase a full line of simulators for various purposes. Dr. Reisman advised that three CHEO physicians are very involved with the simulator program.

#### **4.3 Auditor General**

The Audit & Resources Committee received information about the decision of the Auditor General of Ontario to audit a sample of hospitals about their use of consultants. M. Bilodeau advised that all Directors who are involved in awarding consulting contracts submitted a list of their contracts, the cost and the process that was followed. A thorough examination has been done of all consulting contracts and M. Bilodeau is confident that due process is being followed with regards to securing contracts.

#### **4.4 Departure of Jane Barclay**

M. Bilodeau announced that his Executive Assistant, Jane Barclay, has decided to leave her position for health reasons. The position is being posted this week by Human Resources. This may provide an opportunity to reorganize in Administration by having 2.5 FTE Executive Assistants rather than 3 FTEs.

Mr. Bilodeau tabled the following motion for consideration by the Board:

**WHEREAS** Jane Barclay has served CHEO and this Board with great competence and distinction for several years; and

**WHEREAS** Jane has decided to leave the hospital for personal reasons.

#### **BE IT RESOLVED THAT:**

1. The Board expresses its gratitude to Jane for the excellent work she has performed during all these years;
2. The Board expresses to Jane its best wishes for a prompt recovery.

Following discussion, it was MOVED by D. Egan, seconded by B. Radburn to approve the resolution as presented. Carried.

**5. Information Items**

5.1 Minutes of Board Standing Committees & MAC

**6. Next Meeting:** January 12, 2010

**7. Adjournment**

There being no further business to discuss, the meeting adjourned at 6:15 p.m. Carried.

MOVED by Chantal Courchesne, seconded by Jason Shinder and CARRIED that the Board move in camera for the remainder of the meeting.

**JOHANNE LEVESQUE  
CHAIR OF THE BOARD OF TRUSTEES  
CHILDREN'S HOSPITAL OF EASTERN ONTARIO**