

Vision Creating healthier communities, together
Mission An exceptional healthcare organization keeping people at the heart of all we do
Values Caring, Collaboration, Accountability, Innovation, Respect

BOARD OF DIRECTORS MEETING - OPEN
Wednesday, June 28, 2023
2030-2045
A.0.218 MEC Classroom



AGENDA

Agenda Item * indicates attachment / TBC – to be circulated	Page #	Time	Responsibility	Purpose
1. CALL TO ORDER		2030	J. Goyal	
1.1 Confirmation of Quorum (7)			J. Goyal	Confirmation
1.2 Declarations of Conflict			J. Goyal	Declaration
1.3 Confirmation of Agenda			J. Goyal	Motion
2. PRESENTATIONS				
2.1 None				
3. BUSINESS ARISING				
3.1 None				
4. NEW BUSINESS				
4.1 Election of the Officers Chair – Nicola Melchers Vice Chair – Lynn Woeller		2035	J. Goyal	Motion
4.2 Committee Assignments*	2		N. Melchers	Motion
4.3 Notice of 2023-24 Board Meetings and Annual Meeting of Corporation*	4		N. Melchers	Motion
4.4 ABCDE Goals Planning & Tracking 2023/24*	5		N. Melchers	Discussion
5. DATE OF NEXT MEETING	Special HIS Meeting: July 18, 2023 Virtual Wednesday October 5, 2023 Hybrid			
6. ADJOURNMENT		2045	N. Melchers	Motion
7. DISCUSSION OF INDEPENDENT DIRECTORS AND MANAGEMENT			N. Melchers	
8. DISCUSSION OF INDEPENDENT DIRECTORS				

Board Members: Nicola Melchers (Chair), Sara Alvarado, Paulo Brasil, William Conway, Tom Dean, Julia Goyal, Monika Hempel, Miles Lauzon, Dr. Margaret McKinnon, Jay Tulsani, Diane Wilkinson, Lynn Woeller

Ex officio Members: Patrick Gaskin, Dr. Winnie Lee, Dr. Vlad Miropolsky, Dr. Ingrid Morgan, Stephanie Pearsall

2-A-06 June 24, 2023

Cambridge Memorial Hospital Board Committees for the Year 2023-24

Committee	Chair	Directors [] max #(including Chair)	Non Directors [] max #	ex officio	Resources (non-voting)
Audit	Monika Hempel	Paulo Brasil [2]	Scott Merry Brian Quigley Chris Whiteley Bonita Bonn Roger Ma [5]	Board Chair Vice Chair	Trevor Clark Valerie Smith-Sellers
Resources	Lynn Woeller	Sara Alvarado Tom Dean Jay Tulsani [4]	Lori Pepler-Beechey Gerry West Janet Richter [3]	Board Chair Vice Chair	Patrick Gaskin Trevor Clark Valerie Smith-Sellers
Capital Projects Sub-Committee	Tom Dean	Miles Lauzon Lynn Woeller, ex officio Jay Tulsani [4]	Shannon Maier Andrew McGinn Horst Wohlgemut Patrick Simmons [4]	Board Chair Vice Chair CMH Foundation Rep Janet Huber	Patrick Gaskin David Boughton Bill Prokopowich Trevor Clark
Quality	Diane Wilkinson	Monika Hempel William Conway Julia Goyal Paulo Brasil [5]	Nalani Ghandi Alison McCarthy Tooba Mohtsham Mike Adair Colleen Bulla (PFAC) Rob Howe (staff, selected) Kenneth Abogadil (staff, selected) Patrick Gaskin (ex officio) Winnie Lee (MAC member, selected) Stephanie Pearsall (ex officio) [4 – community, 5 – staff]	Board Chair Vice Chair	Mari Iromoto Liane Barefoot
Governance	Miles Lauzon	Julia Goyal William Conway Margaret McKinnon [4]	Andrew Stewart Milena Protich Jody Stecho [3]	Board Chair Vice Chair	Patrick Gaskin
Executive	Nicola Melcher (ex officio)	Lynn Woeller (ex officio) Diane Wilkinson Monika Hempel Tom Dean [2 ex officio, 3 others]			Patrick Gaskin Winnie Lee

Committee	Chair	Directors [] max #(including Chair)	Non Directors [] max #	ex officio	Resources (non-voting)
Digital Health	Sara Alvarado	Diane Wilkinson Margaret McKinnon [3]	Suzanne Sarrazin Masood Darr Rod Dobson James Gates Iain Klugman Paul Martinello [5 – community, 1 – PFAC]	Board Chair Vice Chair	Patrick Gaskin Trevor Clark Mari Iromoto Rob Howe

CMH Foundation Board – Julia Goyal

CMH Volunteer Association – Tom Dean (To be Verified)

MAC – Diane Wilkinson

PFAC – Nicola Melchers

Waterloo Hospitals Collaborative Committee (WHCC) – Nicola Melchers, Lynn Woeller

Cambridge North Dumfries Ontario Health Team (CND OHT) Joint Board Committee – Miles Lauzon

Building the Future of Care Together (SMGH/GRH) – Lynn Woeller

MPSA Executive (Quarterly) – Diane Wilkinson, Nicola Melchers (Chair of Quality & Chair of Board)



BRIEFING NOTE

Date: June 19, 2023
Issue: CMH 2023/24 Board Meetings and Notice of the Annual Meeting of the Corporation
Prepared for: Board of Directors
Purpose: Approval Discussion Information Seeking Direction
Prepared by: Stephanie Fitzgerald
Approved by: Patrick Gaskin

Attachments/Related Documents: None

Recommendation / Motion

That, the Board approves the following appointed meeting dates for the 2023/24 Board cycle; All meetings take place on the 1st Wednesday of each month following with a few exceptions. Meetings will start at 5:00pm and will be held in hybrid format.

Wednesday October 4, 2023
 Wednesday November 1, 2023
 Wednesday December 6, 2023
 Wednesday February 7, 2024
 Wednesday March 6, 2024
 Wednesday May 1, 2024
 Wednesday June 5, 2024
 Wednesday June 26, 2024

Executive Summary

In accordance with Article 4 section 4.1a Regular Meetings of the Board and Notice

“The Board may appoint one or more days for regular Board meetings at a time and place named. A copy of any Board resolution fixing the time and place of regular Board meetings shall be given to each Director forthwith after being passed and, subject to the Act, no other notice shall be required for any regular meeting.”

The Annual meeting will take place on Wednesday June 26, 2024 at 5:00 pm



BRIEFING NOTE

Date: June 20, 2023
Issue: CMH Directors Annual Goals Planning & Tracking 2023/24
Prepared for: Board of Directors
Purpose: Approval Discussion Information Seeking Direction
Prepared by: Stephanie Fitzgerald
Approved by: Patrick Gaskin

Attachments/Related Documents: ABCDE Goals Form

Executive Summary

In April 2021, the Board approved the “Board Statement of Culture” (policy 1-A-05) outlining their individual and collective commitment to supporting the CMH culture and values. As part of that, Board members made a commitment to set and track personal goals – their *ABCDE goals*

Setting annual personal *ABCDE* goals and tracking collectively our “*ABCDEs*”:

- a. **A**ttend – attend Board/committee meetings
- b. **B**e engaged – be an active contributor to the committee and Board work
- c. **C**onnect – attend staff huddles, events
- d. **D**onate – support the CMH Foundation
- e. **E**ducate – undertake education, courses

Furthermore, policy 2-A-38 outlines the attendance expectation – “*An attendance rate of at least 75% is expected*”.

Attached is a chart to be completed in summer 2023 and again in summer 2024 (or earlier as necessary) by each Director. Please complete column B in draft in advance of a summer 2023 conversation with the Board Chair. Once finalized, please submit a signed copy (both Director and Board Chair) post meeting to Stephanie Fitzgerald

In spring/summer 2024, column C should be completed by the Director and discussed with the Board Chair. Please submit a signed copy (both Director and Board Chair) post meeting to Stephanie Fitzgerald.

Next Steps

Board members to complete column C of their 2022/23 summaries and submit to Stephanie Fitzgerald by Mid July. Meetings will be scheduled with the Board Chair to review the progress and finalize the 2023/24 Goals. Board members will receive their ABCDE charts pre-meeting with the Board Chair for completion and submission.

CMH Board of Directors ABCDE Goals

Enter Name Here

ABCDE Goals	2023/24 Commitment (Complete Summer 2023)	Year End Summary (Complete Summer 2024)
A	B	C
A ttend - attend Board/committee meetings	75% or greater Willingness to commit to 75% attendance at Board and Committees <input type="checkbox"/> YES <input type="checkbox"/> NO Please indicate your committee work: <input type="checkbox"/> Audit Committee <input type="checkbox"/> Capital Project Sub-Committee <input type="checkbox"/> Digital Health Strategy Sub-Committee <input type="checkbox"/> Executive Committee <input type="checkbox"/> Governance Committee <input type="checkbox"/> Quality Committee <input type="checkbox"/> Resources Committee <input type="checkbox"/> CMH Foundation Rep <input type="checkbox"/> CMH Volunteer Association Rep <input type="checkbox"/> MAC Rep <input type="checkbox"/> PFAC Rep <input type="checkbox"/> CND OHT Joint Committee Rep	
B e engaged - be an active contributor to the committee and Board work	Please describe your proposed way to contribute at Board and Committee meetings:	
C onnect - attend staff huddles, present at CMH events	Please describe your proposed commitment	

Donate - support the CMH Foundation	Willingness to make a commitment to CMHF for the period July 1 2023 to June 30 2024 <input type="checkbox"/> YES <input type="checkbox"/> NO	
Educate - undertake education, courses etc.	Please describe which education or courses you plan to attend:	
Any other goals?	Please describe any other personal goals you may have:	

2023 Meeting with Chair Complete?

YES

NO

2024 Meeting with Chair Complete?

YES

NO