

**MINUTES**  
**ROYAL OTTAWA HEALTH CARE GROUP**  
**BOARD OF TRUSTEES**  
**December 16, 2021**  
**Mini Series at 4:30 p.m.**  
**Regular Meeting at 5:30 p.m.**  
*Zoom Meeting*

ITEM	REFERENCE
<b>MINI SERIES</b>	A mini series was held prior to the Regular Board meeting. Special Guest, Z. Kaminsky made a presentation on 'Approaches in Suicide Prevention'.
<b>WELCOME &amp; OPENING</b>	Guests were welcomed and the meeting was opened by acknowledging that the land on which we gather is the traditional and unceded territory of the Algonquin nation.
<b>CLIENT/FAMILY PRESENTATION</b>	<b>Presentation by Client Advisory Council Member - H. Thai</b>
	The Board appreciates having a family and client voice at their meetings and as such have made arrangements for a speaker from the Client and Family Advisory Councils to alternately speak before each meeting. At this meeting, H. Thai, who is a member of the Client Advisory Council, attended this meeting and shared her experiences. Board Trustees were encouraged by her inspiring story.
<b>CALL TO ORDER</b>	The Chair then called the meeting to order at 5:35 p.m. and declared it to have been regularly called and properly constituted for the transaction of business
<b>AGENDA AND MINUTES</b>	A motion was moved, seconded and carried to accept the agenda of December 16, 2021 and to approve the previous minutes of September 30, 2021.
<b>COMMITTEE REPORTS &amp; DECISION ITEMS</b>	<b>Governance Committee Report – C. Coulter</b>
	<p>A motion was moved, seconded and carried to approve the Annual Trustee Declaration, Consent and Statement of Confidentiality.</p> <p>A motion was moved, seconded and carried to approve the Annual Board/Committee Combined Work Plan.</p> <p>The Governance Committee is also responsible to review and bring to the Board the Terms of Reference and Work Plans for all Committees of the Board for the approval of any changes. In that regard, the following motions were moved, seconded and carried:</p> <ul style="list-style-type: none"> <li>- Governance Committee Terms of Reference</li> <li>- Quality Committee Terms of Reference and Work Plan</li> <li>- Finance Committee Terms of Reference</li> </ul> <p>A motion was moved, seconded and carried to approve the Framework for Philanthropy and Engagement.</p> <p>A motion was moved, seconded and carried to approve the Joint Priorities and Planning Committee Terms of Reference.</p>

	<b>Quality Committee Report – D. Somppi</b>
	<p>The Integrated Risk Management Framework is reviewed by both the Quality and Finance Committees. The motion will be made under the Finance Committee.</p> <p>The Corporate Patient Safety Report was included in the meeting package for the information of the Board.</p>
	<b>Advocacy Committee Report – R. Anderson</b>
	The Advocacy Committee met on December 6, 2021. The group agreed to focus on policing and housing at this time. The next steps will be for management to come back to the Committee with a framework for discussion with the Committee.
	<b>Innovation Committee Report – N. Bhargava</b>
	The Innovation Committee met on November 16, 2021. There were some very good innovations reviewed and the Committee is looking forward to following up some of the presentations.
	<b>Compensation &amp; Succession Planning Committee Report – A. Graham</b>
	The report for this Committee is reported under the Restricted Session of the Board.
	<b>Medical Advisory Committee Report (MAC) – R. Bhatla</b>
	<p>The MAC report with copies of their various meeting minutes was included in the meeting package in the Consent Agenda.</p> <p>The recently elected Medical Staff Executive were announced: Dr. Zhand, President, Dr. Paterniti, Vice President and Dr. Beck, Secretary. Dr. Zhand was welcomed to the meeting.</p> <p>A motion was moved, seconded and carried in accordance with the criteria and credentialing process outlined in the ROHCG Appointment and Re-appointment Schedules for Medical Staff Privileges.</p>
	<b>Audit Committee Report – J. Gallant</b>
	There was no report provided for this Committee.
	<b>Finance Committee Report – J. Gallant</b>
	A motion was moved, seconded and carried to approve the Integrated Risk Management Framework (IRMF). As noted above, the IRMF is reviewed by both the Quality and Finance Committees.

	The Consultant Contracts and Sole Source Purchases report was included in the meeting package for the information of the Board. It showed little activity and all items were appropriately justified.
<b>INFORMATION ITEMS</b>	<b>Update on Foundation Campaign – C. Ide</b>
	An update was provided on the top priorities for the Foundation. The Board offered congratulations for the many accomplishments made to date and look forward to hearing more as things progress.
<b>POLICIES</b>	<b>Anti-Racism, Harassment and Discrimination Free Workplace – C. Crocker</b>
	A motion was moved, seconded and carried to approve the <i>Anti-Racism, Harassment and Discrimination Free Workplace Policy</i> .
<b>NEW BUSINESS</b>	There was no new business.
<b>CONSENT AGENDA</b>	<b>Approval of the Consent Agenda</b>
	<p>A motion was moved, seconded and carried to accept all the items that were included in the Consent Agenda as follows:</p> <ul style="list-style-type: none"> <li>- President &amp; CEO's Report</li> <li>- Chief of Staff's Report</li> <li>- Foundation for Mental Health Report</li> <li>- IMHR Report</li> <li>- Centre of Excellence Report</li> <li>- Research Ethics Board Report</li> <li>- Strategic Plan Performance Scorecard</li> <li>- Mental Health Addictions and Quality Initiative (Peer Comparators) (MHAQI)</li> <li>- Committee Reports: <ul style="list-style-type: none"> <li>o Quality Committee minutes from November 8, 2021</li> <li>o Medical Advisory Committee minutes from September 16, 2021, October 21, 2021</li> <li>o Governance Committee minutes from October 12, 2021, November 30, 2021, December 9, 2021 E-vote</li> <li>o Innovation Committee minutes from November 16, 2021</li> <li>o Finance Committee minutes from November 18, 2021</li> </ul> </li> </ul>
<b>REPORT ON THE ETHICS FRAMEWORK FOR DECISION MAKING</b>	D. Somppi provided the ethics report and reported that decisions were fair and equitable, business was conducted in a transparent manner and the Chair kept the meeting focused on important elements of the agenda. There was no overlap in questions and there were robust and impactful decisions that were relevant to the concerns that we all share. Decisions were fact based and members were recused if necessary. The meeting was collaborative and met requirements and our accountability for reasonableness.
<b>NEXT MEETING</b>	The Restricted and In-Camera Session will be held on December 20, 2021 to allow for more time for the Regular agenda. The next Board meeting will be on February 24, 2021.

<b>ADJOURNMENT</b>	There being no further business, the regular meeting adjourned at 8:54 p.m.
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