

Meeting Notes from the Joint Transition Committee

March 4, 2014

7:15 pm – 9 pm

The Scarborough Hospital, Birchmount Campus, Lecture Theatre

Participants:

Joan Wideman (Co-Chair), Steve Smith, (Co-Chair), Rik Ganderton (tele-con), Robert Biron, Lyn McDonell, Janet Dalicandro, Christian Buhagiar, Dr. Tom Chan, Dr. Dov Soberman, Doug Melville, Graeme McKay, Dr. Naresh Mohan, Dr. Henry Huang, Dr. Amir Janmohamed, Valerie Carter, Dr. Elaine Yeung, Jay Kaufman

Advisors: Michael Watts (Osler), Lynne Golding (Fasken)

Staff: Holly-Ann Campbell, Dave Brazeau

Regrets: Deb Hammons, Fred Clifford

Recorder: Yvonne Ragnitz

1.	Opening Business
	<p>Welcome Steve Smith opened the meeting at 7:15 pm and welcomes those present.</p> <p>Declaration of Conflicts of Interest None declared.</p> <p>Approval of Meeting Notes from Previous Meeting The notes were approved by consensus.</p>
2.	Update from Board Chairs
	<p>Joan Wideman provided the following update:</p> <ul style="list-style-type: none"> • The RVHS Special Board Meeting took place on March 3, 2014, to review and approve the constituting documents. Merger to proceed with some conditions. <p>Steve Smith provided the following update:</p> <ul style="list-style-type: none"> • The TSH Board Meeting took place today (March 4) to review and approve the constituting documents. Merger to proceed with some conditions.
3.	Stakeholder Engagement/Communication Plan
	<p>Final Draft Community Advisory Council Terms of Reference The final draft of the Community Advisory Council (CAC) Terms of Reference was pre-circulated to JTC members.</p>

Subsequent to the distribution of the Terms of Reference, a document was circulated at JTC with further amendments:

- It was agreed that the Nominating Committee of the Board will include two CAC members to participate in the annual nomination process for elected Hospital Board members

Based on the discussion at JTC further refinements will be made to the Terms of Reference:

- The number of CAC meetings will be “consistent with the frequency of public Board meetings”
- The sentence regarding the duration of meetings will be removed
- “Members are encouraged to communicate by email among themselves...” - “by email” will be removed

The Joint Transition Committee approved the CAC Terms of Reference as amended by consensus. The document will be distributed to the Annual Members as part of the information packages for the Special Members Meetings.

Progress Report

An update regarding stakeholder engagement was provided. The third telephone town hall is scheduled for Wednesday March 5, 2014.

4.

Governance Issues

Draft Definitive Documents

Revisions were made to the following draft Definitive Documents:

Amalgamation Agreement and Letters Patent Update

- Name change for the Head Office of the new corporation being to a law office
- Objects were simplified

Administrative By-Law:

- Objects were simplified

The Administrative By-Law and Profession Staff By-Law are being consolidated into one By-Law.

Professional Staff By-law:

The Professional Staff By-law was approved by the TSH Medical Advisory Council (MAC) on February 27th and the TSH Board of Directors on March 4, 2014. The Professional Staff By-law will be presented at the RVHS MAC on March 7, 2014. It was recognized that additional changes are likely as further input is received in the coming week.

Credentiailling Application Form:

The Application Form for Appointment to the Medical Staff was tabled at JTC. Approval of the application form will be deferred until medical staff has had an opportunity to provide input into the document. This application will also form the annual Re-appointment Form.

5.	JTC sub-committee reports
	<p>HR Sub-committee: The Co-chairs of the JTC HR Sub-Committee presented their report along with two frameworks:</p> <ol style="list-style-type: none"> 1. A draft high-level Health Human Resources Transition Plan for Employees, and 2. A companion draft Health Human Resources Transition Plan for the Medical Staff <p>It was noted that the medical leadership from TSH and RVHS provided input in the transition plan for the medical staff.</p> <p>Funding arrangements currently in place for medical staff such as Alternate Funding Agreements (AFAs) will be identified to ensure there are no negative impacts. A study was completed at RVHS a short time ago and the results can be utilized for the transition plan.</p> <p>The JTC HR Sub-Committee will be included in the final report of the JTC.</p> <p>Governance Sub-Committee: The Governance Handbook is still to be completed by the date of amalgamation.</p>
6.	Funding Update
	<p>Decision Threshold The funding threshold that TSH and RVHS are prepared to accept from the Central East LHIN/MOHLTC for the capital grant and merger costs require further discussion.</p> <p>Telephone calls with the MPPs and the Minister’s Office will be scheduled for March 12, 2014.</p>
7.	Other Business
	<p>Key Messages</p> <ul style="list-style-type: none"> • The JTC is pleased that both the TSH and RVHS Boards have voted to proceed with the merger, contingent upon receiving capital funding, as well as funding for costs related to the merger • The final decision on the merger will be made by the Minister of Health and Long Term Care • We are continuing to have productive discussions regarding the Administrative and Professional Staff By-Law • Last week, we reached 10,000 people on the two teletown halls, and we are hosting another one tomorrow at 7:05pm; to ensure your participation please sign up at www.leadingforpatients.ca • Our Members Meetings are on March 17 at RVHS and March 18 at TSH
8.	Meeting Close
	<p>The March 18, 2014 JTC meeting will be cancelled. The meeting closed at 9:10 pm.</p>