



Steering Committee Meeting Minutes

Respect
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Collaboration

Date: August 22, 2013
Time: 4:15 - 5:30 pm
Location: RUH Telehealth Suite Room 6625
Chair: Jackie Mann, VP Integrated Health Services (SHR)

Strategic Directions
Transform the care and service experience
Transform the work experience

Attendees:

Members:

Jackie Mann, VP Integrated Health Services (SHR)
Bette Boechler, Director Children's Services (SHR)
Leanne Smith, Director Maternal Services (SHR)
Dr. Tom Mainprize, Dept. Head, Obs. & Gyne. (SHR)
Brynn Boback-Lane, President & CEO (CHFS)
Dr. Beth Horsburgh, Associate VP Research - Health (UofS)
Rena DeCoursey, Member of the Public

Supports:

Craig Ayers, Director CHS Project (SHR)
Michele Bossaer, Communications Consultant (SHR)
David Purdy, Health Facility Planner, Strategy & Innovation (HEO)
Andy Davalos, Senior Policy Analyst, Strategy & Innovation (HEO)
Louis Guilbeault, Exec. VP, ZW Project Management Inc.
Keith Henry, Prime Architect, HDHA/ZGF

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Advisory Groups:

Sharon Garratt (RQHR)

Regrets:

Max Hendricks, Assistant Deputy Minister (HEO)
Jim Rhode, Chairman (SRHA)
Maura Davies, President & CEO (SHR)
Nilesh Kavia, VP Finance & Corporate Services
Dr. Laurentiu Givelichian, Department Head Pediatrics (SHR)
Colin Tennent, Associate VP Fac.Mgt. (UofS)
Dr. Roy Chernoff, Dept. Head Family Medicine (SHR)
Geraldine Arcand, Vice Chief - Saskatchewan Tribal Council
Charmaine Pyakutch, Member of the Public
Chris Bergen, Associate Director of Projects (UofS)
Shirley Xie, Communications Branch (HEO)

Jenna Mouck, Capital Director (HEO)
Deborah Jordan, Exec. Director Acute & Emerg (HEO)
Carol Gregoryk (PAPHR)
Dr. Ayaz Ramji (PAPHR)
Dr. Hafid Essalah (RQHR)
Ken Unger, Manager of Finance, Capital and Corporate Services (SHR)
Phyllis Goertz, Planning Lead, Kaizen Promotion Office (SHR)
Robert Hawkins, Board Chairperson (CHFS)
Clint Diener, Architect, ZGF
Chris Arnold, Project Lead CHS Project(SHR)

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1. Call to Order

Chair Jackie Mann, VP of Integrated Health Services and Executive Project Sponsor, called the meeting to order.

1.1. Approval of Agenda

The agenda was adopted as circulated.

1.2. Approval of Minutes - June 20, 2013

Keith Henry requested rewording of the explanation of the REVIT program. The minutes were approved as amended.

2. CHS Project Work (Update)

2.1. CHS Project Dashboard

- Planning and design is proceeding well with continuing interior design work scheduled for September 13.
- Contract documents 66% working drawings has been reached and was received by BTY on August 13, 2013.
- The draft cost estimate expected the week of September 2. This will put the budget validation a week behind, at the most. This delay will not affect the overall master schedule.
- In response to Jackie Mann's question on the reason for the delay, Louis Guilbeault replied that it is dependent on how quickly BTY can begin to go through the large volume of information in the 66% working drawings. Craig Ayers added that the September 3 deadline should be maintained to enable the Project to bring an update to the Steering Committee's September meeting.
- Consultations are continuing regarding the Saskatchewan Cancer Agency's requirements for equipment transfers. In reviewing upgrades necessary to the freight elevator, it was determined that it is at the end of its useful life and needs to be replaced as its effective capacity is only 6,000 pounds, well below the 10,000 pound threshold. The Project team is reviewing the feasibility of replacement versus building a ramp and will bring final information package for a decision to the Steering Committee. As this work is outside of the CHS Project scope and budget, the Project Team will work with the Cancer Agency and the Ministry of Health to pursue funding sources. There are no major equipment transfers scheduled until 2015, but as access to Level 2 parkade will be lost from the start of construction, it is necessary to have the new route project established by April of next year.
- Medical equipment planning, IT planning and furniture planning is going well. Furniture and IT equipment inventory lists have been completed and will be updated until construction.
- Commissioning process is going well and the consultants have incorporated the 33% working drawings.
- The budget remains unchanged and to date approximately \$16 million has been expended.
- Planning and design is 81% complete based on the revised schedule for the construction drawings phase.
- Discussions regarding a STARS temporary landing location resumed a few weeks ago and the Project team is awaiting word on the next steps.

2.2. Pediatric Cardiac Catheterization Lab

- The Project Team is working with a core group of physicians and staff for additional information on service, increased acuity and number of pediatric cardiac catheterization cases.
- After exploring alternate ways to accommodate all equipment and the personnel required in the room, the architectural team identified one of two layouts as viable that will be tested by a larger stakeholder group involving Pediatric Outpatients, Pediatrics, PICU, surgeons and anaesthesia.
- The goal is to organize a meeting for mid-September with this stakeholder group to review this layout, identify capital cost impacts and operational implications such as patient recovery, and reach consensus.
- A summary recommendation and update on this item will then be brought back to this Committee at the September meeting.

2.3. CHFS Potential Donor Opportunity

- The impact on schedule will be minimized by developing two sets of drawings for alternate pricing at the time of tender, with one set as is, and the second set including the expansion over the ambulance bay as the most attractive solution to locate a potential child-life therapy program.
- This will allow the final decision to be deferred. In the meantime, consultations with the Foundation will continue to better understand specifics of this program.
- Consultations with Therapies are needed to establish entrance and accessibility requirements.
- Rena DeCoursey added that we cannot overestimate the value of this family resource, and that it has the potential to transform the hospital experience for families.

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- Costs associated with producing a second set of drawings will need to be recovered whether this expansion goes ahead or not.
- Brynn Boback-Lane confirmed that she would bring word on this extra commitment to the September Steering Committee meeting if she receives a design fee estimate in time for the Foundation Board's September meeting.
- Craig Ayers confirmed that the Steering Committee supports the continuing study of this opportunity.

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Action: Continue to explore the potential of a pediatric cardiac catheterization lab in CHS by meeting with the key stakeholders and bringing a recommendation to the Steering Committee.

Action: Provide an order of magnitude costing estimate for design and construction of a child-life therapies space for the September CHFS Board of Directors meeting.

3. CHFS Update

There was no CHFS update this month.

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4. Communications Update

- Michele Bossaer reported that she sent out a news release at the end of June concerning the University of Saskatchewan approval of the CHS Design submission.
- She has also been involved in social media around Early Works with the opening of Level 4 of the parkade; Level 5 will be opening next.
- She is developing a communications plan for additional changes on the site related to Early Works.

5. Adjournment

Craig Ayers provided an update on the Parkade investigations in response to a question from the Ministry.

5.1. Key Messages

- Assessment of the addition of a pediatric catheterization lab in CHS will be moved forward by bringing the key stakeholders together to review the proposed layout and all aspects of this program.
- Assessment on the potential donor opportunity is continuing with priority on minimal impact to the construction schedule and recovery of all additional costs.

Next meeting:

**September 19, 2013, 4:15 pm to 5:30 pm
RUH Telehealth Suite 6625**

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