



Our Values

Respect
Compassion
Excellence
Stewardship
Collaboration

Strategic Directions

Transform the care and service experience

Transform the work experience

Partner to improve health of the community

Build a sustainable integrated system

Our Mission

We improve health through excellence and innovation in service, education and research, building on the strengths of our people and partnerships.

Steering Committee Meeting Minutes

Date: September 15, 2016
Time: 4:15 – 5:30 pm
Location: RUH Telehealth Suite Room 6625
Chair: Jackie Mann, VP Integrated Health Services (SHR)

Attendees: Members: Jackie Mann, VP Integrated Health Services (SHR)
Nilesh Kavia, VP Finance & Corporate Services (SHR)
Bette Boechler, Director Children's Services (SHR)
Leanne Smith, Director Maternal Services (SHR)
Brynn Boback-Lane, President & CEO (CHFS)
Colin Tennent, Associate VP Fac. Mgt. (UoFS)
Charmaine Pyakutch, Member of the Public

Supports: Greg Yuel, Board Chairperson (CHFS)
Chris Arnold, Project Lead CHS Project (SHR)
Sandy Gibson, Director Operational Readiness & Transitions (SHR)
Ken Unger, Interim Director of Financial Planning and Advisory Services (SHR)
Deborah Jordan, Exec. Director Acute & Emerg (HEO)
Brad Williams, Director Capital Asset Planning (HEO)
Andy Davalos, Senior Policy Analyst, Strategy & Innovation (HEO)
Julianne Jack, Director Regional Services, Communications Br. (HEO)
David Henselwood, Project Principal (ZW Project)
Simon Branch, Project Manager (ZW Project)

Regrets: Karen Lautsch, Assistant Deputy Minister (HEO)
Mike Stensrud, Chairperson (SRHA)
Dan Florizone, President & CEO (SHR)
Dr. Laurentiu Givelichian, Department Head Pediatrics (SHR)
Dr. Jocelyne Martel, Physician Dyad/Department Head – Maternal Services (SHR)
Dr. Beth Horsburgh, Associate VP Research – Health (UoFS)
Dr. Roy Chernoff, Dept. Head Family Medicine (SHR)
Dr. Ayaz Ramji (PAPHR)
Carol Gregoryk (PAPHR)
Sharon Garratt (RQHR)
Dr. Juliet Soper (RQHR)
Craig Ayers, Director CHS Planning (SHR)
Michele Bossaer, Communications Consultant (SHR)
Pauline Rousseau, Executive Director Strategy & Innovation (HEO)
David Purdy, Health Facility Planner, Strategy & Innovation (HEO)
Michelle Mula, Director eHealth Programs (eHS)
Wilbour Craddock, Vice President Information Technology (eHS)
Lynn Redl-Huntington, Communications and Stewardship Director (CHFS)
Keith Henry, Prime Architect, HDHA/ZGF
Clint Diener, Architect, ZGF

1. Call to Order

1.1. Approval of Agenda

- Agenda was adopted as circulated.
Jackie will review the Committee family representative(s) membership.
Ministry support members were asked to convene off-line to make a determination on continuing with the Telehealth format for CHS Steering Committee meetings; SHR will re-orientate as necessary; Julianne Jack will be the lead.

1.2. Approval of Minutes – July 7, 2016

- The minutes of July 7, 2016, were approved with correction to Item 3 for Change Request #12 for conversion of 14 maternal rooms to SRMC room: adjustment to confirmed construction costs.

2. CHS Project Dashboard

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2.1. Project Status

- The Project undertook a shut-down after the on-site fatal incident on July 21st. During the 12-day shut-down, provincial OH&S conducted inspections and GRAHAM did an extensive overview of on-site safety and equipment. As a result the equipment used in the incident was taken off and a new model that will not have that issue was selected. Work resumed August 10 and the site has seen a gradual increase in activity and number of workers.
- Excavation will start September 16 for the electrical duck bank work that will run down Hospital Drive and cross into Clinic Place Dr at the Academic Health Sciences E-wing.
- Within the Parkade, new electrical duct bank to house power feeders is being installed and ventilation duct work is now complete and ready to be turned on; installation is progressing for medical gas main feed and domestic water is essentially complete at this point. Demolition continues within the parkade at connection points to CHS.
- The parking ramp from Hospital Drive to the top level of the parkade continues to be formed and poured; pile caps continue to be excavated and formed within that area.
- The ground floor structure is complete with the exception of the ambulance bay slab. As of today, all of the main floor slabs have been formed, poured and completed. Both slabs and verticals are being formed and poured on the second floor from east to west, and work on the third floor started September 1.
- Construction has accelerated to cover time lost with the addition of a secondary shift running from 3:00 pm to 1:00 am; an updated schedule is expected from GRAHAM at the end of the month.
- In Change Management, there have been so far a total of 304 requests for information issued from GRAHAM, and only 11 are remaining, showing an excellent response by the design team.

2.2. Cost Management

- Additions and credits to the original contract price of \$1.3 million have increased the value of the project to \$215,536,835.
- Potential additional credits of \$615,000 are close to being confirmed.
- Forecasted commitments of \$3.1 million include Child Life/Therapies fit-up, approved changes to Maternal Services floor, patient entertainment, design coordination and unforeseen issues. Pricing for changes to the Maternal Services floor have been established, but are not reflected in the current Dashboard.
- An average burn rate of \$130,000 per month projected over the 30 months remaining would see a further potential draw of \$3.9 million on the contingency, so a forecasted remainder of approximately \$5.6 million puts the project in good health.

Action: CHFS requires updated cash flow information in order to assist in managing procurement of priority items needed ahead of move in.

2.3. CHS Strategic Project Workplan Update

- Two major pieces of strategic planning have been recently completed: development of an operational readiness budget for submission to the Ministry, and second, completion of operational readiness work plan for clinical and service areas “must do can’t fail” tasks, scheduled through to September 2018, at which time the Project will move into the transition phase.
- 84% of active milestones are “green” and 15% are “red” mostly due to operating budget uncertainty, affecting planned projects and putting them on “pause”.
- Point of Care plan is struggling since even though funding is approved, securing a biochemist is very challenging.
- NICU is preparing for an event in October for provider and patient flow on the new floor plate; Maternal Services is also preparing for an event in October for provider flow on the new floor plate.

2.4. Critical Risk Update

- Operational Funding – Preparation of the full operating budget is underway with an internal review, followed by a final version to be submitted to the Ministry. A meeting date is still unknown.
- IT Funding – eHealth/ITS Steering Committee meets on a regular basis; a separate meeting will be called as early as possible to discuss the funding flow.

Action: Deb Jordan advised having the operating budget submitted on or before September 25 to enable review ahead of the meeting to be scheduled likely in early October; Deb will advise Karen Lautsch.

3. CHFS Update

- Brynn thanked the Project team for the recent meeting regarding the Pediatric outdoor playground, adding the analysis and design is exceptional, and has been passed along to the donor.
- In the Child Life space, Bette is working with the architectural team for TFK Foundation, and utilization of the original footprint has been confirmed. They will continue working together on this space.
- CHFS received approximately \$500,000 worth of earned media over the summer months publicizing Saskatchewan events.
- Synergy 8 unveiled the new Pediatric ambulance, worth over \$400,000, that's ready to go into operation. The unveiling took place with Minister Reiter, the major donors, and over 800 people in attendance.
- Brynn thanked Bette and Leanne for the on-going tours that help to expose donors to the importance of the work being done on the front line, pointing out it makes a huge difference for donors to see and hear from staff.
- Minister Reiter has just confirmed he will attend a \$500,000 gift announcement being held later this month at AREVA's office; Mike Stensrud has confirmed attendance as well.
- Another rural commitment has come from a Swift Current area family towards the campaign, and an announcement for that is being planned.
- A full-page advertisement ran September 14th in the Globe & Mail announcing a new national alliance of the Canadian Children's Hospital Foundations for the purpose of securing national sponsors and is expected to attract national major donors on a collective basis. CHFS will continue to advise SHR communications regarding their national exposure.
- Provincial giving stats report that 32% of donors are from SHR area and 68% are from the provincial community, showing great support province-wide for this project.
- The Foundation has just finished year-end and financials reveal revenue exceeded budget which is amazing considering the softening economy; as well, fundraising costs are below the national average.
- Dr. Thiel will be added to the CHFS Grant Committee, and will represent Maternal Services.
- Brynn put forward a question to the Committee that SHR consider the use of Children's Hospital of Saskatchewan site in communications instead of RUH site to better distinguish it and to emphasize that this is a unique children's hospital with RUH as a separate entity, as well in reflecting its provincial nature. Leanne added that a lot of women in the general public still don't appreciate that this will also be a maternal hospital. Julianne responded to the request saying there is potential now to transition to that wording.

Action: HEO Communications Branch, SHR Communications and CHFS Communications to address shifting the message with reference to site; Julianne Jack will be the lead.

4. Adjournment

4.1. Key Messages

- Congratulations to the Children's Hospital Foundation of Saskatchewan for finishing another great year.

Next meeting:

October 20, 2016, 4:15 – 5:30 pm
RUH Telehealth Suite Room 6625 / TCD Staff Development Centre

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