



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: March 19, 2015
Time: 4:15 – 5:30 pm
Location: RUH Telehealth Suite Room 6625
Chair: Craig Ayers, Director CHS Planning (SHR)

Attendees: Members: Karen Lautsch, Assistant Deputy Minister (HEO)
Mike Stensrud, Chairperson (SRHA)
Marcel Nobert, Acting VP Finance & Corporate Services (SHR)
Leanne Smith, Director Maternal Services (SHR)
Dr. Laurentiu Givelichian, Department Head Pediatrics (SHR)
Brynn Boback-Lane, President & CEO (CHFS)
Colin Tennent, Associate VP Fac. Mgt. (UoFS)
Dr. Beth Horsburgh, Associate VP Research - Health (UoFS)
Rena DeCoursey, Member of the Public

Advisory Groups: Sharon Garratt, Executive Director Women's & Children's Health (RQHR)

Supports: Craig Ayers, Director CHS Planning (SHR)
Chris Arnold, Project Lead CHS Project (SHR)
Crystal McAra, CHS Program Manager (SHR)
Ken Unger, Interim Director of Financial Planning and Advisory Services (SHR)
Luke Jackiw, Director Hospitals & Specialized Services (HEO)
Brad Williams, Director Capital Asset Planning (HEO)
Jonathan Harris, Senior Policy Analyst, Strategy & Innovation (HEO)
Julianne Jack, Director Regional Services, Communications Branch (HEO)
Shirley Xie, Communications Consultant (HEO)
David Henselwood, ZW Project Management Inc.

Regrets: Jackie Mann, VP Integrated Health Services (SHR)
Dan Florizone, President & CEO (SHR)
Bette Boechler, Director Children's Services (SHR)
Dr. Jocelyne Martel, Physician Dyad/Department Head - Maternal Services (SHR)
Dr. Roy Chernoff, Dept. Head Family Medicine (SHR)
Dr. Ayaz Ramji (PAPHR)
Charmaine Pyakutch, Member of the Public
Carol Gregoryk (PAPHR)
Dr. Juliet Soper (RQHR)
Keith Henry, Prime Architect, HDHA/ZGF
Lynn Redl-Huntington, Communications and Stewardship Director (CHFS)
Clint Diener, Architect, ZGF
Michele Bossaer, Communications Consultant (SHR)
Deborah Jordan, Exec. Director Acute & Emerg (HEO)
Pauline Rousseau, Executive Director Strategy & Innovation (HEO)
David Purdy, Health Facility Planner, Strategy & Innovation (HEO)
Robert Hawkins, Board Chairperson (CHFS)

1. Call to Order
Craig Ayers called the meeting to order on behalf of Jackie Mann.

1.1. Approval of Agenda
Agenda was adopted as circulated.

1.2. Approval of Minutes - January 22, 2015
The minutes of January 22, 2015, were approved as circulated.

2. CHS Dashboard Report

2.1 Planning & Design

- Tender documents were released to pre-qualified bidders on February 20, with bidders meetings held on February 25 and March 4. Mechanical scope drawings were released on March 9 after finalization. The entire package is comprised of 4 volumes of specifications and 12 volumes of construction drawings. Final coordination is ongoing with document revisions and answers to bidders' questions being published as

addenda. Published closing date for general contract bids is April 23 with bid opening scheduled for April 24th, providing an extra day for alternate prices. Medical equipment placement drawings were provided to bidders for reference and a coordination activity is taking place to review these drawings; any updates required will be issued in an addendum.

- Interior Committee held furniture review sessions over February 25 and 26. Additional Interior Design review sessions with CHFS, clinical and patient family representatives to review specific areas based on comments supporting a more energetic and child-friendly approach to the interior design of the facility will occur in late spring.
- Clinical stakeholders are reviewing updated medical equipment lists and cost estimates for final validation and comments. Updates on FF&E budgets will be provided to CHS Project Executive Team, CHFS and RUHF by the end of March. The consultant team is in the process of finalizing room layout and design details for the Pediatric Cardiac Catheterization Lab/Special Procedures Room, anticipated for late March.
- Wayfinding and signage stakeholder review sessions held March 9 to 13 were the final step in design phase and now the consultant is updating messaging and location documentation for distribution to SHR in late April. The next stages include incorporating the room numbering system being designed by the architectural team for mid-summer completion, followed by production of contract documents for late 2015 to early 2016 and release of a separate tender package.
- Phase 1 of the foundation piling construction is 100% complete and the contractor is in the process of demobilizing the site. Documents are being readied for the assignment of Phase 2 of the piling contract to the successful CHS general contractor.
- Dashboard Format: Critical Project risks will be added to the dashboard on a monthly basis. Information as required from SHR Enterprise Risk Management and Corporate Risk Register will provide a risk summary, including dependent risks that are region wide, to the CHS Project Executive Committee (PET) starting in April that will then be brought to the Steering Committee. The dashboard will continue to report the schedule milestone dates and status and the breakdown of the construction budget and spending to date.

2.2 CHS Strategic Project Workplan Updates

- Information Flow: ED clinical documentation project activation is planned for May; SCM Mobile MD pilot is receiving positive reviews and evaluation is currently underway; scanning solution SBAR will be brought to PET in April; OMS replacement project is underway and is a critical path for the CHS build; planning for PDCA for Adult and Pediatric ED bedside registration started early March, Peds ED bedside registration PDCA is taking place the last two weeks of March and Adult ED requires further scoping on interface work with ITS; work on the pre-registration form continues for Pediatric Outpatients and Maternal Services and completion is expected for end of May.
- Information Technology: the roadmap for CHS including sequencing of application upgrades and associated resourcing is still underway; Ministry direction was received at the end of February to work with eHealth SK for ITS and information flow workplans and funding for CHS.
- Operations: process improvements for 2014/15 are nearly complete and the bulk of the work over the last few months has been finalizing the 2015/16 integrated plans for unit levels; a pilot unit for Care Delivery Review and Design (CDRD) on Acute Care Pediatrics is in progress; CDRD process improvements for remaining departments have been defined and integrated into unit level plans for 2015/16; progress is being made on SBAR's to address costing risks associated with Operations, ITS/eHealth, transition and physician recruitment.
- Supply Flow: 2015/16 Kanban activities have been integrated into unit level plans; challenges have been encountered with the in-room Kanbans cart dimensions but that is being worked through.
- Integrated 2015/16 Work Plan: milestones and deliverables for 2015/16 work are being defined and the next dashboard will report on these new milestones as well as carry-over items; the structure of the work plan has been deepened by developing integrated unit level plans that will assist in managing the project both vertically and horizontally and will be elaborated pictorially.

2.3 Research Hospital Initiative

- Dr. Beth Horsburgh provided an update on the research hospital initiative, reporting that a meeting has been set up between Drs. Givelichian, Rosenberg and the SHR President and CEO Dan Florizone to provide information on the background of this initiative. In the meantime, Dr. Cory Neudorf arranged a separate meeting with Stats Canada representatives and several deputy ministers to investigate wrapping services across ministries. Stats Canada is interested in opportunities to link data in prototypical ways and CHS would be one of those. Dr. Horsburgh also suggested that the Saskatchewan Research Data Centre has the capacity to store large volumes of data, providing the infrastructure for CHS research data.
- Leanne advised that as this facility is also a maternal hospital, the maternal focus should be represented when stakeholders come together.

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- Dr. Givelichian clarified that the provincial mandate for the academic side is for Saskatchewan-based research, meaning data collected for a child from Estevan will follow that child whether he is seen in Saskatoon or Regina.

3. CHFS Update

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- Brynn Boback-Lane reported that the Foundation asked for updated renderings of specific internal spaces as the Foundation has a vested interest to give donors both visualization and an opportunity for further design concepts. The Foundation used SHR's Community Engagement Report to revisit original concepts for the hospital as one basis for this decision.
- The main concern is that the Children's Hospital of Saskatchewan not look too clinical or impersonal and the Project Team have been helpful in revisiting designs.
- Thanks to Dr. Givelichian and Leanne Smith for giving a presentation today to the CHFS Board of Directors on research hospital opportunities. Bedside research will be fundamental in moving the Children's Hospital to a new level of care. Approvals on several key research proposals will be announced shortly.
- Brynn reported that all CHFS communications for maternal and pediatric are being carried out in conjunction with the corresponding SHR department in order to align with the Ministry's and Region's priorities.
- Brynn stressed that the Child Life programming, added through generous donations, is the responsibility of the Foundation, with funding for programming in place for a 10-year period, followed by a transition to the Region. CHFS provided funding for Bette Boechler to tour the Phoenix Children's Hospital's child life space and investigate how that programming could best be integrated in CHS.
- CHFS believes the provincial message for this Children's Hospital is vital and the current funding breakdown shows donations growing from outside Saskatoon Health Region, which now makes up 71% of donors and 29% are within Saskatoon. Trending over the years is also tracked.
- The Foundation is transitioning from a "capital campaign" message to a message supporting space and naming opportunities. This will benefit other foundations' capital fundraising activities and better reflect the current Project phase.
- Brynn was happy to announce that the Foundation was nominated for a Regina and District Chamber of Commerce Paragon Award for community alliance, and are pleased to be recognized by the south Saskatchewan business community.
- CHFS Board of Directors has signed the SHR Memorandum of Understanding.
- Disbursements for equipment and research grants will exceed \$800,000 at the end of this fiscal year.

4. Communications Update

- A communications summary was released recently to this Committee, internally to SHR and to external parties providing updates on several Project items: completion of the piling phase, information on the next phase related to bid tender for the main building, a review of recent design and wayfinding activities as well as broadly reporting on improvement and operational activities in preparation for move-in.
- CHF website has been updated with this information, plus a maternal-specific webpage has been added under "transforming your care" that was jointly developed between SHR and Ministry colleagues
- In the next week or two, a link to a video will be sent to the Steering Committee highlighting RPIW work being done on the flow of patients through the maternal floor of CHS, and Leanne encouraged the Committee to have a look.

5. Adjournment

5.1. Key Messages:

- General contractor tender bids for the Children's Hospital of Saskatchewan will be opened on April 24, 2015, and SRHA Chairperson Mike Stensrud was invited to attend; Craig will forward Mike a copy of the tender form.
- Location in RUH main mall for placement of the 3D model of the Children's Hospital of Saskatchewan is being finalized.

Next meeting:

April 16, 2015, 4:15 – 5:30 pm

RUH Telehealth Suite 6625 / TCD Staff Development Centre

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