



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

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# Steering Committee Meeting Minutes

**Date:** November 20, 2014  
**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)  
Bette Boechler, Director Children's 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)

**Advisory Groups:**

**Regrets:**  
Karen Lautsch, Assistant Deputy Minister (HEO)  
Jim Rhode, Chairman (SRHA)  
Maura Davies, President & CEO (SHR)  
Nilesh Kavia, VP Finance & Corporate Services (SHR)  
Dr. Jocelyne Martel, Physician Dyad/Department Head – Maternal Services (SHR)  
Dr. Beth Horsburgh, Associate VP Research - Health (UoFS)  
Rena DeCoursey, Member of the Public  
Charmaine Pyakutch, Member of the Public  
Sandra Youngchief, Director of Health, Métis Nation – SK  
Dr. Roy Chernoff, Dept. Head Family Medicine (SHR)  
Dr. Ayaz Ramji (PAPHR)  
Dr. Juliet Soper (RQHR)

**Supports:**  
Craig Ayers, Director CHS Planning (SHR)  
Chris Arnold, Project Lead CHS Project (SHR)  
Michele Bossaer, Communications Consultant (SHR)  
Crystal McAra, CHS Program Manager (SHR)  
Ken Unger, Interim Director of Finance, Capital and Corporate Services (SHR)  
Deborah Jordan, Exec. Director Acute & Emerg (HEO)  
Brad Williams, Director Capital Asset Planning (HEO)  
David Howland, Manager Capital Asset Planning (HEO)  
Julianne Jack, Director Regional Services, Communications Br. (HEO)  
Shirley Xie, Communications Consultant (HEO)  
David Henselwood, ZW Project Management Inc.

Carol Gregoryk (PAPHR)  
Sharon Garratt (RQHR)  
Phyllis Goertz, Planning Lead, Kaizen Promotion Office (SHR)  
Robert Hawkins, Board Chairperson (CHFS)  
Pauline Rousseau, Executive Director Strategy & Innovation (HEO)  
David Purdy, Health Facility Planner, Strategy & Innovation (HEO)  
Andy Davalos, Senior Policy Analyst, Strategy & Innovation (HEO)  
Keith Henry, Prime Architect, HDHA/ZGF  
Clint Diener, Architect, ZGF

## 1. Call to Order

Craig Ayers, Director of CHS Project called the meeting to order.

- 1.1. **Approval of Agenda**  
Research hospital and STARS temporary landing site were added to the agenda. The agenda was approved with additions.
- 1.2. **Approval of Minutes – October 16, 2014**  
The minutes of October 16, 2014 were approved as circulated.

## 2. CHS Project Dashboard (inform)

### Planning & Design:

- The design team continues to advance the completion of construction documents, including drawings and technical specifications, required for tender of the CHS main building. The next key milestone is submission to the Ministry at 99% construction drawing completion for review and approval to proceed to

tender by target date of December 19, 2014. Value engineering for compilation of a comprehensive list of alternate prices for inclusion in the tender package is underway, should adjustments to the final tender price be necessary to maintain budget.

- Review of interior design finishes and graphics continues through November with SHR stakeholders; furniture for support spaces will be reviewed with the Interior Committee early in 2015.
- Review of medical equipment lists and placement drawings occurred in early November with key clinical services representatives with good participation and input. The medical equipment consultant will now finish revisions and related cost estimates for the targeted completion of late November, and minor adjustments to construction documents are being coordinated with the design team.
- IT equipment review with clinical and support services will occur from November 24 to 26.
- Furniture list and cost estimate complete; flow station mock-up reviews are taking place with clinical users and support services November 18 to 20.
- SHR Procurement are reviewing potential procurement strategies including Regional RFP's resulting in Region-wide partnerships and will be making a presentation to PET in December.
- Construction continues for the installation of reinforced concrete pile foundations for the CHS building, with I10 complete as of today, the project is on target for mid-February completion.
- Piling process to be called "CHS construction" instead of Early Works was requested, to distinguish from parkade work.

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**CHS Strategic Project Workplan Updates:**

- Information Flow: ED Clinical Documentation continuing as planned; SCM Mobile MD pilot was rolled out as planned and feedback has just been received; roll out to the remaining physicians will be completed by the end of November.
- Information Technology: List of IT clinical and business applications being considered for CHS, including staff-to-staff communications system, centralized fetal monitoring and infant theft protection, was reviewed at the November 19<sup>th</sup> PET meeting utilizing a scoring matrix developed to assist in this process; review to be continued at the December PET meeting; with a recommendation to SLT anticipated.
- Operations: Have had discussions with Seattle's Childrens for information on best practice for mock-ups and operations working groups; go forward plan to be determined in the coming weeks. Final implementation plan for Care Delivery and Review Design pilot in AC Peds will be complete by month end; working through impacts of CDRD to understand how it supports process improvement and role changes for remaining CHS units.
- Supply Flow: Additional Kanban prototype cabinets for trials have been received.
- CHS Program: Annual Hoshin planning started in mid-October with identifying milestones, deliverables and strategizing around integrated project plans for 2015/16.

**3. Child Life Program Research (inform)**

- Bette Boechler reported on the child life program research funded by a grant through the Children's Hospital Foundation of Saskatchewan, saying it was initiated when a huge gap for child life and recreational therapy was recognized. The research purpose was to inform the recommendation and budget for this much-needed program.
- The environmental scan and research for a child life program was completed by Children's Services only recreational therapist who was seconded for a three month period, and was finished in June.
- An executive summary provides the framework and road map for the comprehensive program proposal that was sent to Jackie Mann and the CHFS in early November.
- This program is now best practice and ideally would be initiated early, even if there was no designated space in CHS, as it will allow Children's Services to have appropriate staff doing appropriate work and, therefore, members will be built into the staffing complement over the next two years.
- The designated shell space lends itself well for this program, only the details of the design are left to be determined and a small stakeholder group will be convened for that purpose.
- Brynn Boback-Lane thanked Bette and her team for the program proposal as it has assisted the Foundation in developing a positive relationship with the donor.

**Action:** Design details for the shell space will be finalized by a small stakeholder group based on the operational plan outlined in the program proposal.

**Action:** Stakeholder group to also prioritize areas to start this program.

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#### 4. CHFS Update (inform)

- Negotiations are being finalized with the donor recognition proponent selected for, among other things, their leading information technology experience, creative development and experience within a complex health care environment. The main goal will be to showcase annual cumulative, one-time and significant contributions to the Foundation and their relationships. The Foundation expects to be able to have this new contractor dovetail with the existing interiors and design team within the next week or two.
- Several donor gift agreements have been handled recently and there is a large amount of naming opportunities coming forward. Brynn Boback-Lane reported they are pleased that the naming approval process with SHR is working well and that the CHS groundbreaking event has a great deal to do with a significant increase in donations.
- Brynn is pleased to announce that at today's Board of Directors meeting, fund allocation for grants of over \$411,000 was approved in the first round of annual disbursements. The second round will occur in the new year. A minimum of \$800,000 has been allocated this year and an additional \$100,000 will go towards the development of research and chairs.
- On October 7<sup>th</sup>, CHFS announced a \$250,000 gift from the Latrace family for naming of the multi-disciplinary therapy room in CHS. On Monday Federated Co-op and Saskatchewan Roughriders will announce signing on for another year of Game Day approved gear. November 29<sup>th</sup> an announcement will be made for a \$200,000 gift from the Forbes Foundation in memory of a past SHR colleague to support NICU staff space within the new children's hospital. On December 13<sup>th</sup> another announcement is expected for a \$3 million gift in support of the pediatric catheterization laboratory to ensure that enhancement will be available.
- Regina Radiothon just finished up and saw an increase of 46%, which says a great deal for partners in the south, for a record of over \$540,000 of new money raised within two days – the Foundation is very pleased with these results!
- Brynn reported that to date 40% of support from independent fundraisers comes from Saskatoon and region, while 60% came from throughout Saskatchewan, showing the ability for the CHS to generate provincial funding.
- Children's Miracle Network partnerships continue to flourish with three new Canadian partners: The Brick, LIDS, and GNC as national sponsors for children's hospital foundations. In closing Brynn reported that CMN has signed on Jennifer Lopez as Children's Miracle and Children's Hospital Foundations' spokesperson; she will be asking for support for 170-plus member hospitals.
- Dr. Givelichian expressed appreciation to the CHFS for raising funds for the Pediatric Cardiac Catheterization Lab in such a short period of time, and that he is pleased to hear that 60% of funds raised come from the rest of Saskatchewan, demonstrating that this is a hospital for all Saskatchewan, and thanked Brynn for taking this message throughout the province.

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#### 5. Communications Update (inform)

- External communications continues to be telling the construction story and now Michele is focusing on developing the internal communications strategy that will create an awareness of operational planning by meeting with clinical leaders and physicians to better understand how to flow that out and make the inside of the building come to life.
- Michele is currently involved in two "model of care" pilots happening in RUH with the Care Delivery Review Design teams, in particular within AC Peds in piloting new processes that will then be rolled out within the children's hospital.
- Michele also continues to support Wayfinding and Signage, and CHS branding is continuing under the Communications Director.
- Media calls for construction updates come in periodically and she continues to update social media on the number of piles finished.
- Work will be coordinated with the Ministry's Communications branch on upcoming progress milestones.

#### 6. Research Hospital (update)

- Dr. Givelichian reported that at the CIHR conference he attended in Ottawa, Minister of Health Rona Ambrose indicated in her speech that the government is not interested in funding bench research, and

would be more favorable to patient-oriented research based on results outcome. Dr. Givelichian will have a phone conversation next Friday to clarify matched funding from CIHR.

- Dr. Givelichian and one or two others from his team should go to one of the US research hospitals, Mayo or St. Jude in Memphis, to understand what this would look like and how to start preparations for CHS to be designated a research hospital. This proposal had a very positive response from the U of S Dean of Medicine.
- SHR Maternal Services will be representative in this initiative, in particular perinatal research.
- Jackie raised the point that a research hospital discussion needs to be incorporated into IT infrastructure discussions to determine connections and possible funding.

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**Action:** Team led by Dr. Givelichian will visit a research hospital in the United States to inform the process.

### 7. STARS Temporary Landing Site (inform)

- Deborah Jordan reported on the helicopter landing pad and patient transfer location stating that STARS is currently occupying their second temporary landing site. As this is an unsecured space, STARS is experiencing trespassing and damage to the site and, therefore, discussions have started with senior officials to reignite the work to relocate STARS until CHS is operational.
- Two possible sites are being considered on University property that will not interfere with construction of the children's hospital, and sites that had been in conflict are off the table. A recommendation will be made to the Board of Governors at their December meeting.
- Colin Tennent added that at the December 17<sup>th</sup> meeting the Board will be asked to pre-approve both sites with assessment and overview by Ground Effects outstanding.
- The Ministry will advise SHR colleagues of the results.

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### 8. Adjournment

#### 8.1. Key Messages

- Huge thanks to Brynn Boback-Lane and her team at the Children's Hospital Foundation of Saskatchewan for the excellent progress around recent gift announcements and ramping up for a significant amount of work ahead – it is much appreciated!
- CHS Construction documents are on track for submission to the Ministry of Health on December 1 for approval to go to tender. CHS Project team will work with Ministry colleagues to complete this review process.
- Good progress on Fixture, Furniture and Equipment requirements validation with clinical user groups to further the cost estimate work expected for December.
- Key work is on track to understand the elements of the 2015/16 fiscal year integrated work plans.
- Significant work undertaken by the CHS Project Executive Team to review and make a recommendation on IT applications for integration to CHS.
- The Committee appreciates the child life program update from Bette Boechler, and reconfirmed approval in principle to move forward and work together with the Children's Hospital Foundation of Saskatchewan on development. Acknowledging the program is more than just the space in the building, a key group will be convened to help the Project team develop the Child Life space.

Next meeting:

December 18, 2014, 4:15 – 5:30 pm  
RUH Telehealth Suite Room 6625 / TCD Staff Development Centre