

Co-Chair: Ms. Margaret Melanson  
V.P. Quality & Patient Centred Care  
Co-Chair: Dr. Wayne MacDonald

Meeting Location:  
Skype & Teleconference

Date: Wednesday, October 7, 2020

Meeting Time: 1:00 p.m. – 2:00 p.m.

## REQUIRED ATTENDEES

Present (✓) Regrets (R) Absent (A)

PATIENT EXPERIENCE ADVISORS							
A	Shirley Renouf	✓	David Nadolski	R	Siobhan Laskey	✓	Ayush Ray
✓	Patrick Hickey	R	Shirley Young	✓	Roger Stoddard	✓	Wayne MacDonald
A	Chi Metallic						
HORIZON STAFF							
✓	Margaret Melanson, VP Quality & Patient Centered Care	✓	Sonya Green-Hache, Regional Director, Volunteers Auxiliaries & Patient Engagement	R	Lauza Saulnier, Regional Director, Quality & Patient Safety Services	✓	Monica Landry, Executive Assistant to Margaret Melanson
R	Maura McKinnon, Chief Human Resources Officer	R	Jeff Carter, Corporate Director, Support Services	R	Jacquelin Gordon, Director of Nursing Professional Practice	✓	Dr. Timothy Christie, Director of Ethics
EX-OFFICIO							
A	Karen McGrath, President and CEO						

### 1.0 Call to Order

#### 1.1 Welcome

W. MacDonald

- W. MacDonald requested to modify the motion made at the last meeting to formally recognize and thank the groups represented by the PFAC Horizon members who presented at the last meeting, with regard to their activities in the COVID-19 response.
- The requested modification was to recognize **all** the leadership teams, committees, management, and frontline staff throughout Horizon that have worked diligently and continue to contribute to the COVID-19 response.
- This was approved

### 2.0 Old Business

#### 2.1 Review Terms of Reference ([attached](#))

All

- The review of the TOR was continued from the previous meeting of October 2, 2020.
- At the conclusion of the meeting it was agreed that the vote to accept the revised TOR would take place by email by the PEAs present at the meeting who formed a quorum, due to time constraints, as the review ran overtime of the meeting timeframe.
- The results were unanimous to accept the revised TOR
- The revised PFAC approved TOR will be submitted to the President & CEO for final approval.

### 3.0 Adjournment

