

 <p><i>Leaders in Innovative Rural Health Care</i></p>	<p><b>HALIBURTON HIGHLANDS HEALTH SERVICES</b></p> <p><b>OPEN SESSION</b> <b>Minutes of the Meeting of the Board of Directors</b></p>
<p><b>Date: December 2, 2021</b></p>	<p><b>Time: 3:00 p.m.</b> <b>Location: Zoom Videoconference</b></p>

<p><b>Board Members present:</b></p> <p>David O'Brien, Vice Chair Carolyn Plummer, President and CEO Jane Adams Scott Addison Linda Dietrich Jeff Gollob Sharon Kaasalainen Diana McNiven Irene Odell Ted Parent Don Pierson Charlotte Snider Dr. Tina Stephenson, Chief of Staff Andrea Lucas, VP Clinical Services/CNE</p>	<p><b>Administration:</b></p> <p>Brian Edmonds, Interim Vice-President/CFO Paul Truscott, Shared Chief Information Officer Marlene Vieira, Executive Assistant (Recorder)</p> <p><b>Regrets:</b></p> <p>Dr. Norm Bottum, President of Medical Staff Jan Walker, Board Chair</p>
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**1.1 CALL TO ORDER**

Roll call was taken and a quorum of the Board confirmed.  
Board Vice-Chair, Dave O'Brien, called the Board Meeting to order at 3:05 p.m.

**1.2 Approval of Agenda**

**MOTION:** Moved by Diana McNiven, seconded by Jeff Gollob  
**THAT** the agenda be approved.

**Carried**

**1.3 Declaration of Conflict of Interest**

There were no conflicts of interest declared.

**2.0 Consent Agenda**

**MOTION:** Moved by Linda Dietrich, seconded by Ted Parent  
**THAT** the consent agenda of the December 2, 2021 Meeting of the Board of Directors, as follows, be approved:

(Continued...)

## **2.0 Consent Agenda (Cont'd)**

### **BOARD OF DIRECTORS**

**THAT** the Minutes of the Board of Directors' Meeting, held October 28, 2021, be approved.

### **QUALITY COMMITTEE**

**THAT** the Minutes of the Quality Committee Meeting, held October 18, be approved.

### **FINANCE COMMITTEE**

**THAT** the Minutes of the Finance Committee Meeting, held September 13, be approved.

### **MEDICAL ADVISORY COMMITTEE**

**THAT** the Minutes of the Medical Advisory Committee Meeting, held October 21, 2021, be received.

### **CORRESPONDENCE RECEIVED:**

**THAT** the Minutes of Highland Wood Residents Council Meetings, held October 19 and November 16, 2021, be received.

**THAT** the Minutes of Hyland Crest Residents' Council Meetings, held October 25 and November 17, 2021 be received.

**Motion Carried**

## **3.0 BUSINESS ARISING FROM PREVIOUS BOARD MEETINGS**

There were no outstanding items from previous Board meetings.

## **4.0 NOTICE OF MOTIONS**

No notices of motion were received.

## **5.0 COMMITTEE REPORTING**

### **5.1 Executive Committee**

Vice-Chair David O'Brien, reported that a meeting of the Executive Committee was held virtually on November 22, 2021 and the agenda included updates from the CEO, as well as the By-Laws Review, and a review of the Terms of Reference for the Community Advisory Committee.

### **5.2 Finance Committee**

Board Vice-Chair and Chair of the Finance Committee, David O'Brien, informed the Board that the Finance Committee met virtually on November 22, 2021 and the organization is currently facing a \$613K deficit as of September 30, 2021. Similar to last year, the deficit is attributed to staffing pressures of about (\$350)K along with (\$372)K of revenue shortages. In addition to those financial challenges, there are cash flow issues related to COVID-19 expenses (now approaching \$3M) not reimbursed yet by the province.

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## 5.2 Finance Committee (Cont'd)

HHHS will continue to work closely with the Ministry of Health and Ministry of Long-Term Care, the Ontario Hospital Association, and healthcare partners to advocate for appropriate funding to address these shortfalls.

Vice-Chair O'Brien expressed appreciation for all the staff, physicians, and the organization's leadership, for their extraordinary efforts in the past year working under difficult times with added financial pressures.

**MOTION:** Moved by Jane Adams , seconded by Irene Odell ,  
**THAT** the Financial Statements at September 30, 2021 be approved  
**Carried**

## 5.3 Quality Committee

Quality Committee Chair, Jane Adams, reported that the Quality Committee (QC) had not met in November and will meet next in January 2022.

## 5.4 Medical Advisory Committee (MAC)

Chief of Staff, Dr. Tina Stephenson, reported that the MAC met virtually on October 21, 2021 and November 18, 2021 and some of the agenda items included: update on the clinical information system (EPIC) and approval of policies; the go-live of Epic; approval of hospital privileges for physicians; strategies to address nursing staff shortages. She also noted that communication had been issued to the public regarding the potential for reductions in Emergency Department service, and a committed group of physicians and other stakeholders was formed to provide information and advice about this issue.

## 5.5 Community Advisory Committee (CAC)

Mary McGee, Chair of the Community Advisory Committee, reported that the CAC was scheduled to meet on November 4, 2021, but the meeting was cancelled by the organization, with the next meeting scheduled for January 6, 2022 (to be confirmed).

## 6.0 Report of the President and CEO

Referring to her written report that had been pre-circulated, President and CEO Carolyn Plummer highlighted some of the following items:

- ED Service Reductions
  - no decision has been made and work is still underway to analyze all data to make informed decisions
  - any future decisions will be shared with the community in advance and will include significant communication
  - all who have provided feedback to date regarding the process were thanked
- COVID-19 Update
  - 97.4% of HHHS staff have been fully vaccinated or have received one vaccine dose
  - vaccine booster shots are now being offered to eligible staff members

(Continued...)

## **6.0 Report of the President and CEO (Cont'd)**

- Long-Term Care Legislation
  - new bill entitled Providing More Care, Protecting Seniors, and Building More Beds Act, 2021, if passed, will repeal current *Long-Term Care Homes Act, 2007* and create the *Fixing Long-Term Care Act, 2021*
  - the proposed bill includes focus on improved Infection Prevention and Control (IPAC) for Long-Term Care
- Staff Wellness Committee
  - the Committee is focused on identifying strategies and activities to help foster and support a healthy and positive work environment
  - staff Christmas lunch will be provided, with IPAC procedures in place
- Hospital Services
  - clinical information system, Epic, had the go live on December 3; a number of supports are in place to help staff and physicians get through the transition period
- Facilities
  - HHHS welcomed Thom Runciman as Environmental Services Supervisor
  - Johnson Controls Energy Efficiency Initiative – has included lighting upgrades and a building automation system for heating, cooling and ventilation, which enables HHHS to meet the new requirements of Ontario's Regulation O. Reg. 79/10 for Long-Term Care Homes
  - nurse call bell replacement project is underway and will be completed for Highland Wood in December and at Hyland Crest starting in January

## **7.0 OLD BUSINESS / STANDING AGENDA ITEMS**

No items.

## **8.0 NEW BUSINESS**

No items.

## **9.0 FOUNDATION AND AUXILIARIES**

### **9.1 HHHS Foundation**

Lisa Tompkins, Executive Director of the Haliburton Highlands Health Services Foundation, updated the Board on fundraising, noting that the monthly 50/50 lottery grows, with early bird draws to be in place for December. The annual "Believe in the Magic of Giving" campaign is underway and the Foundation continues to be very grateful for the generosity of the community (near and far).

**9.2 Minden Health Care Auxiliary** - There was no report.

**9.3 Haliburton Hospital Auxiliary** - There was no report.

## **10.0 PUBLIC QUESTION PERIOD**

There were no questions.

**11.0 ADJOURNMENT AND NEXT MEETING**

The next meeting of the Board is to be held on January 27, 2021 via Zoom.

**MOTION:** Moved by Diana McNiven  
**THAT** the meeting adjourn at 3:30 p.m.

**Carried**

SIGNED COPY ON FILE  
Jan Walker, Board Chair