

 <p>HALIBURTON HIGHLANDS HEALTH SERVICES</p> <p><i>Leaders in Innovative Rural Health Care</i></p>	<p>HALIBURTON HIGHLANDS HEALTH SERVICES</p> <p>OPEN SESSION Minutes of the Meeting of the Board of Directors</p>
<p>Date: January 26, 2023</p>	<p>Time: 3:00 p.m. Location: Zoom Videoconference</p>

<p>Board Members Present:</p> <p>Directors - David O'Brien, Board Chair Jane Adams, Vice-Chair Jeff Gollob, Past Chair Irene Odell Mary McGee Sharon Kaasalainen Diana McNiven Ted Parent Don Pierson Charlotte Snider</p> <p>Ex-Officio Board Members - Carolyn Plummer, President and Chief Executive Officer Paula Raggiunti, Interim Vice-President/CNE</p>	<p>Administration: Darlene Moore, Chief Financial Officer Michel Henry, Executive Assistant (Recorder)</p> <p>Regrets: Dr. Norm Bottum, President of Medical Staff Dr. Devon Tilbrook, Chief of Staff Scott Addison Kelly Mitchell</p> <p>Guests: Eric Recalla, Chair Haliburton Highlands Health Services Foundation (HHHSF) Melanie Klodt Wong, Executive Director HHHSF Pat Bradley, Secretary Minden Health Care Auxiliary Lisa Gervais, The Highlander Lee Griffi, Vista Media</p>
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1.1 CALL TO ORDER and Traditional Land Acknowledgement

Roll call was taken and a quorum of the Board confirmed.
Board Chair, David O'Brien, called the Board Meeting to order at 3:30 p.m. A traditional land acknowledgement was read out before meeting business commenced:

"We gather on ancestral lands, the traditional territory of the Mississauga Anishinaabe and the traditional unceded territory of the Algonquin Anishnaabeg people and in the territory covered by the Williams Treaties which have been inhabited for thousands of years – as territories for hunting, fishing, gathering and growing food. The intent and spirit of the treaties that form the legal basis of Canada bind us to share the land "for as long as the sun shines, the grass grows and the rivers flow."

1.2 Approval of Agenda

MOTION: Moved by Irene Odell, seconded by Jane Adams
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 Ted Parent, seconded by Sharon Kaasalainen
THAT the consent agenda of the January 26, 2023 Meeting of the Board of Directors, as follows, be approved:

BOARD OF DIRECTORS

THAT the Minutes of the Board of Directors' Meeting, held December 8, 2022, be approved.

EXECUTIVE COMMITTEE

THAT the Minutes of the Executive Committee meetings, held December 5, 2022 and November 14, 2022 be received.

MEDICAL ADVISORY COMMITTEE

THAT the Minutes of the Medical Advisory Committee Meeting, held December 15, 2022 be received.

CORRESPONDENCE RECEIVED

THAT the letter of thanks from Lisa Tompkins, Former Executive Director of the Haliburton Highlands Health Services Foundation be received.

THAT the Minutes of the Highland Wood Residents Council Meeting, held January 3, 2023, be received.

THAT the Minutes of Hyland Crest Family Council Meeting, held January 11, 2023, be received.

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

Board Chair, David O'Brien reported that the Executive Committee met on January 16, 2023 and business included strategic planning as well as master planning. He further reported that the Board had an offsite meeting concentrating on the strategic plan, and the report would be presented shortly.

5.2 Finance Committee

Finance Chair Irene Odell reported on the highlights of the Finance Committee meeting on January 16, 2023 which included:

- As of Nov 30, 2023, HHHS is in a \$2.4M deficit position

- Deficit consists mostly of purchased services – healthcare human resources, Emergency Department physician staffing and administrative positions
- Board is in full support of HHHS leadership as various mitigating strategies had been implemented

MOTION: Moved by Irene Odell, seconded by Don Pierson
THAT the Financial Statements as at November 30, 2022 be approved.

Carried

5.3 Quality Committee

Committee has not met since the last Board meeting.

5.4 Medical Advisory Committee

No report given.

6.0 REPORT OF PRESIDENT AND CEO

6.1 CEO's Report to the Board

Referring to her written report that had been pre-circulated with the agenda, President and CEO Carolyn Plummer apprised the Board of the following items:

- *Health Human Resources Update*
 - ongoing health human resource shortages continue to affect HHHS with agency staffing heavily relied upon to keep the Emergency Departments open
 - trying very hard to recruit and improve the work environment at HHHS to retain its valued employees
 - Restarting CEO Coffee Talk (paused during pandemic) to engage with employees
- *COVID-19 Update*
 - Outbreaks declared over at Hyland Crest and Acute Care
 - CEO Plummer expressed her gratitude for the hard work of the staff, IPAC team and management staff in dealing with the outbreak
 - New variant of COVID-19 in the community and precautionary protocols would continue at HHHS
- *Government Updates*
 - New policy introduced to allow community clinics to address surgical wait times
 - This new policy invoked concern regarding HHR implications
- *HHHS Updates*
 - Strategic planning would be completed in the very near future; CEO Plummer thanked the community, staff and stakeholders for participating in the surveys and/or meetings.
 - The CT scanner application is almost complete and will be submitted in next few weeks; CEO Plummer thanked the community for the overwhelming number of letters of support
 - HHHS is preparing for Accreditation in December of this year

- *Community Program Updates*
 - CEO Plummer highlighted the community program ‘Emergency Response System’ which has seen an increase in the number of subscribers recently; this easy-to-use system ensures seniors who live alone or adults who live with disabilities and/or illnesses can receive quick assistance whenever needed; to call for help, clients can simply press a button on a device they wear (a pendant or wristband)
- *Long-Term Care Updates*
 - Staffing changes in Long-Term Care: Tina Amodeo has accepted the position of Assistant Director of Care in Hyland Crest and Tracy Salvatori has accepted the position of Assistant Director of Care in Highland Wood
 - Thank you and well wishes to Dr. Tina Stephenson as she retires as Medical Director of Highland Wood after 22 years of dedicated service; Dr. Mike Armstrong would become Interim Medical Director until permanent replacement is recruited
 - Flooring replacement is continuing in both Long-Term Care Homes, 7 rooms per home

7.0 OLD BUSINESS/STANDING AGENDA ITEMS

7.1 Nothing new to report.

8.0 NEW BUSINESS

8.1 Nothing new to report.

9.0 FOUNDATION AND AUXILIARY

9.1 Foundation

Melanie Klodt Wong, Executive Director of the Haliburton Highlands Health Services Foundation (HHHSF), updated the Board on fundraising, having just completed the biggest campaign of the year “Believe in The Magic of Giving”. It was reported that 12% more than last year had been donated by 715 generous donors with 60% of donations coming from outside of the County. It was reported that several large gifts from grateful patients had been received with the request that the funds be designated for Diagnostic Imaging. On behalf of Eric Recalla, Chair of the Haliburton Highlands Health Services Foundation, Executive Director Klodt Wong extended publically their support of the HHHS application for a CT scanner and committed their fundraising efforts to this project.

9.2 Minden Health Care Auxiliary (MHCA)

With the President of the Minden Health Care Auxiliary, Gail Simon, being unable to attend the meeting, Auxiliary Secretary, Pat Bradley reported in her absence. It was reported that the Minden Health Care Auxiliary had raised \$35,000 last year which was put towards capital items. It was further reported that the next meeting of the MHCA is Tuesday, Feb. 7th with fundraising initiatives for this year being on the agenda.

10.0 PUBLIC QUESTION PERIOD

Lisa Gervais from *The Highlander* inquired if the province has caught up with its funding owed to HHHS. CFO Darlene Moore reported that the funds had been received.

Lisa Gervais from *The Highlander* inquired as to the total funds raised by the Believe in the Magic of Giving Campaign. Executive Director of the HHHSF, Melanie Klodt Wong reported that \$274,000 had been generously donated.

11.0 ADJOURNMENT AND NEXT MEETING

11.1 The next meeting of the Board is to be held on March 23, 2023.

MOTION: Moved by Irene, seconded Ted Parent
THAT the meeting adjourn at 3:59 p.m.

Carried

David O'Brien, Board Chair

ORIGINAL WITH SIGNATURE ON FILE

ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS

Source	Description	Responsibility	Completion