

 <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 28, 2021</p>	<p>Time: 3:00 p.m. Location: Zoom Videoconference</p>

<p>Members present:</p> <p>David Gray, Board Chair Jan Walker, Vice-Chair Carolyn Plummer, President and CEO Jane Adams Dave Bonham Linda Dietrich Jeff Gollob Theresa MacDermid Diana McNiven David O'Brien Irene Odell Don Pierson Jan Walker Dr. Steve Ferracuti, Co-Chief of Staff Dr. Darren Gilmour, Co-Chief of Staff Michelle Douglas, Interim VP Clinical Services</p>	<p>Administration:</p> <p>Stephanie MacLaren, VP Community Programs Kathy Newton, VP Clinical Services and CFO Marlene Vieira, Executive Assistant (Recorder) Angelica Ingram, Executive Assistant (in training)</p> <p>Regrets:</p> <p>Dr. Norm Bottum, President of Medical Staff Scott Addison</p>
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1.1 CALL TO ORDER

Roll call was taken and a quorum of the Board confirmed.
Board Chair, David Gray, called the Board Meeting to order at 3:05 p.m.

1.2 Approval of Agenda

MOTION: Moved by Don Pierson, seconded by Dave Bonham
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 Jane Adams, seconded by Diana McNiven
THAT the consent agenda of the January 28, 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 December 10, 2020, be approved.

MEDICAL ADVISORY COMMITTEE

THAT the Minutes of the Medical Advisory Committee Meeting, held November 19, 2020, be received.

THAT the Minutes of the Medical Advisory Committee Meeting, held December 17, be received.

QUALITY COMMITTEE

THAT the draft Minutes of the Quality Committee Meeting, held December 10, be received.

COMMUNITY ADVISORY COMMITTEE

THAT the Minutes of the Community Advisory Committee Meeting, held November 5, be received.

CORRESPONDENCE RECEIVED:

THAT the Minutes of Hyland Crest Residents Council Meeting, held December 8, 2020, be received.

THAT the Minutes of Highland Wood Residents Council Meeting, held December 4, 2020, be received.

THAT the Minutes of Highland Wood Family Council Meeting, held December 8, 2020, be received.

THAT the Minutes of Highland Wood Residents Council Meeting, held January 6, 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

Board Chair, David Gray, reported that a meeting of the Executive Committee was held virtually on January 25th and business addressed included discussion about a Co-Chief of Staff model. As no one has been recruited for the Chief of Staff role since Dr. Keith Hay completed his term, and in light of the exceptional number of responsibilities currently arising with the pandemic and the implementation of a clinical information system, a model of sharing the responsibilities of the position has been proposed.

(Continued...)

5.1 Executive Committee

MOTION: Moved by Dave Bonham, seconded by Jeff Gollob
THAT Dr. Darren Gilmour and Dr. Steve Ferracuti be appointed Co-Chiefs of Staff for January 1, 2021 to April 30, 2021.

Carried

5.2 Finance Committee

Finance Committee Chair, David O'Brien, provided a brief update on the organization's financial position, noting that ongoing pressures related to the pandemic remain, although cash flow issues have significantly improved now that reimbursements for COVID-19 related expenses are being received monthly. HHHS' operational deficit is improving and is now at \$(442)K as of November 30, 2020. It is still anticipated that HHHS will be at a deficit operating position at year end (March 31, 2021) and the organization is working with its funder to resolve revenue losses and address one-time staffing related expenses. HHHS continues to work closely with the LHIN, Ontario Hospital Association, healthcare partners, Ministry of Health, and Ministry of Long-Term Care to advocate for funding to address the shortfalls.

MOTION: Moved by David O'Brien, seconded by Dave Bonham
THAT the Financial Statements at end of November 2020 be approved.

Carried

5.3 Medical Advisory Committee (MAC)

Co-Chief of Staff, Dr. Steve Ferracuti, reported that the MAC met virtually on December 17, 2020 and on January 22, 2021. Items addressed at those meetings included: COVID-19 updates; new interim space for Acute Care patients (as of February 1st, in the Physiotherapy Department); diversion protocol for patients failing COVID-19 screening to be sent to Haliburton Emergency Department (ED) is no longer in place and Minden ED has capacity to safely care for patients. It was also noted that the MAC members expressed appreciation for the addition of on-site security at the Haliburton site. (Security staff will be on site at Minden as well once the security firm has hired the required number of employees.)

5.6 Community Advisory Committee (CAC)

Mary McGee, Chair of the Community Advisory Committee, provided an update on the January 7th CAC meeting, which included the following agenda business: CEO's report; review of new website; review of updated terms of reference for the CAC. The Committee's feedback was provided on the new website, as well as the terms of reference. The CAC will provide a report to the Board annually in May and will develop/update an annual rolling work plan each September. (The Terms of Reference were approved by the Board under the Consent Agenda at the start of the meeting.)

6.0 CEO's Report to the Board

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

- COVID-19
 - Assessment Centre will now be publishing the positivity rate of testing
 - Vaccine update – expecting vaccines soon as Province has goal of vaccinating all Long-Term Care residents by February 5th
 - Additional new hospital beds opening up across the province
 - Long-Term Care staffing plan from the province has been released
- Clinical Services Update on Hospital Services and Long-Term Care (COVID-19 response)
- Community Programs Update – Rapid Access to Addictions Medicine (RAAM) clinic now operating; *Alayacare* Community Programs Information System (client care system) has been implemented and launching of revamped website for HHHS that is compliant with the Accessibility for Ontarians with Disabilities Act and mobile friendly
- Financial Update – deficit position and many financial challenges primarily as a result of the pandemic response
- Facilities – infrastructure projects proceeding and security guard services now in place
- Leadership updates – Manager of Maintenance and Facilities, Doug Schell, has left and Vice-President of Support Services/Chief Financial Officer, Kathy Newton, will be retiring

7.0 OLD BUSINESS / STANDING AGENDA ITEMS

No items.

8.0 NEW BUSINESS

There were no items.

9.0 FOUNDATION AND AUXILIARIES

9.1 HHHS Foundation

Lisa Tompkins, Executive Director of the Haliburton Highlands Health Services Foundation (HHHSF), updated the Board on the following items: Cash for Care Lottery final draw to be held on February 15th; almost \$163,400 has been raised through the holiday campaign and the digital x-ray equipment for the Haliburton site is now funded. Lisa Tompkins also reported that the Foundation has received many comments of appreciation for HHHS' staff.

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

Appreciation was expressed for the contributions of Vice-President/Chief Financial Officer, Kathy Newton, who will be retiring at the end of June 2021.

The next meeting of the Board is to be held on March 25, 2021 via Zoom.

MOTION: Moved by David O'Brien, seconded by Irene Odell
THAT the meeting adjourn at 3:50 p.m.

Carried

David Gray, Board Chair

ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS

Source	Description	Responsibility	Completion
	No items outstanding		