

 <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: March 23, 2017</p>	<p>Time: 3:00 p.m. Location: Haliburton Board Room</p>

<p>Members present:</p> <p>Dave Bonham, Board Chair Carolyn Plummer, President and CEO Jeff Gollob, Vice-Chair Scott Addison Colleen Dunning (<i>via telephone</i>) David Gray Paul Morissette Dorothy Owens Don Pierson Annette Richardson Dale Robinson Jan Walker (<i>via telephone</i>) Dr. Kristy Gammon, Chief of Staff</p>	<p>Administration:</p> <p>Marlene Vieira, Executive Assistant (Recorder) Kris Baird, Director, Human Resources Kathy Newton, Chief Financial Officer April DeCarlo, Director, Long-Term Care (<i>via phone</i>) Thomas Jones, Director, Integrated Mental Health Services</p> <p>Regrets:</p> <p>Andria Cowan John Kay Dr. Norm Bottum, President of Medical Staff Michelle Douglas, Interim CNE</p>
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1.0 CALL TO ORDER

Board Chair, Dave Bonham, called the Board Meeting to order at 3:00 p.m.

1.2 Approval of Agenda

MOTION: Moved by Don Pierson, seconded by Dorothy Owens
THAT the agenda be approved.

Carried

1.3 Conflict of Interest

There were no conflicts of interest declared. (See next Item 2.0 – Consent Agenda)

2.0 Consent Agenda

MOTION: Moved by Dale Robinson, seconded by Paul Morissette
THAT the consent agenda of the March 23, 2017 Meeting of the Board of Directors, as follows, be approved:

(Board Member, Colleen Dunning, declared a conflict of interest regarding approval of the Investment Policy, and abstained from discussion/voting on the motion.)

(continued..)

2.0 Consent Agenda (Cont'd)

BOARD OF DIRECTORS

THAT the Minutes of the Board of Directors' Meeting, held January 26, 2017, be approved.

FINANCE COMMITTEE

THAT the draft Minutes of the Finance Committee Meeting, held January 30, 2017, be received.

THAT the Financial Statements at December 2016, be received.

THAT the Investment Policy, as attached, be approved.

QUALITY COMMITTEE MEETING

THAT the draft Minutes of the Quality Committee Meeting, held February 13, 2017, be received.

MEDICAL ADVISORY COMMITTEE

THAT the Minutes of the Medical Advisory Committee Meeting, held January 19 and February 16, 2017, be received.

CORRESPONDENCE RECEIVED: (attached)

THAT the Minutes of the Highland Wood Family Council, held January 25, 2017, be received.

THAT the Minutes of the Hyland Crest Family Council Meeting, held January 26, 2017, be received.

THAT the Minutes of the Highland Wood Family Council, held February 22, 2017, be received.

THAT the Minutes of the Hyland Crest Family Council Meeting, held February 26, 2017, 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 – Nil

5.0 COMMITTEE REPORTING

5.1 Executive Committee

Board Chair, Dave Bonham, reported that the Executive Committee met on February 13, 2017 and the meeting had addressed some of the following items: Strategic Plan Refresh; mid-year committee evaluations; coordination of education sessions for the Board.

5.2 Finance Committee

David Gray, Chair of the Finance Committee, reported that the Committee met on January 30, 2017 and discussed the December 2016 month end financial statements, as well as the preliminary numbers for January 2017.

5.3 Quality Committee (QC)

Jan Walker, Chair of the QC, reported that the Committee met on February 13th and meeting business had addressed some of the following: Whistle-Blowing Policy; Q3 Quality Report, and draft Quality Improvement Plan 2017-2018. It was noted that extensive work has been done by the senior management team in consolidating reports and ensuring the Quarterly Reports are more targeted towards Quality Improvement Plans. No sentinel events were reported for the third quarter.

On March 20th the QC met to approve the final version of the Quality Improvement Plan for 2017-18.

MOTION: Moved by Don Pierson, seconded by Scott Addison
THAT the Whistle-Blowing Policy, as attached, be approved. **Carried**

MOTION: Moved by Dorothy Owens, seconded by Don Pierson
THAT the Quality Improvement Plan for 2017-18, as attached, be approved. **Carried**

5.4 Medical Advisory Committee (MAC)

Dr. Kristy Gammon, Chief of Staff, updated the committee on the following business of the Medical Advisory Committee from its February and March meetings: physician recruitment (collaboration with FOI, FHT and HHHS); role of Emergency Department Lead position; Medical Assistance in Dying (MAID) draft policy and algorithm; credentialing and Professional Staff By-Law.

MOTION: Moved by Don Pierson, seconded by Jeff Gollob
THAT Courtesy Privileges for 2017-18 be approved for the following physicians:
Dr. Brian Batten, Dr. Jennifer Ingram, and Dr. Courtney Thompson. **Carried**

Several questions of clarification were responded to regarding the MAID draft policy and algorithm.

5.5 Community Advisory Committee (CAC)

Chair of the Community Advisory Committee, Dave Coulson, was not present. There was no report of the Committee.

6.0 Report of President and CEO

Referring to the CEO's report that was pre-circulated with the agenda, CEO Plummer provided a report to the Board that included highlights on the following items:

- Funding at federal level (for Ontario)
- Patient and Family Engagement
- Transition of Community Care Access Centres to Local Health Integration Networks
- Patient Safety and Critical Incident Reviews and Disclosures
- Construction/Renovation Project Updates:
 - Palliative Care Expansion (Grand Opening Ceremony to be held on May 26, 2017)
 - Flooring Replacement
 - Compassionate Care Suites in Hyland Crest and Highland Wood
 - Accessible Washrooms
- Staffing Updates – HHHS management and ED physicians
- Rural Health Hub Update
- Healthy Work Environment Update
 - Flu Season and influenza immunization rate (80.5%)
 - Staff Service Recognition Awards Ceremony (5 years or more of service)

7.0 OLD BUSINESS / STANDING AGENDA ITEMS

7.1 Strategic Plan Refresh

Jan Walker, Chair of the Quality Committee, will assume the role of facilitator at a session to be held in the summer regarding a refresh plan of the 2014-17 Strategic Plan for HHHS. The mission, vision and values are still relevant so these will not be changed. Information from the rural health hub consultation will be considered in developing the refresh, and the summer workshop will involve the Board, senior management team and other stakeholders.

7.2 Executive Compensation

Legislation requires the Board to develop a framework for executive compensation by September 5. HHHS has engaged the services of a consultant to assist with this task and the Board's Executive Committee will begin working with the consultant in upcoming weeks.

8.0 NEW BUSINESS

8.1 Master Plan (Long-Term Planning)

Chair Bonham noted that work on a long-term plan for HHHS will commence as soon as possible.

ACTION:

Add Long-Term Planning to Executive Committee agenda for March or April 2017
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8.2 Response to Warden's Address to Chamber of Commerce

Chair Bonham reported that HHHS will be inviting Haliburton County Warden, Brent Devolin, to meet with the Board's Executive Committee to discuss health care in the County, and HHHS' services and challenges.

ACTION:

Issue invitation to Warden of Haliburton County to meet with Executive Committee
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9.0 FOUNDATION AND AUXILIARIES

9.1 HHHS Foundation

Dale Walker, Executive Director of the HHHS Foundation, reported that the *Making Moments Matter* campaign has reached \$1,120,000, with a goal of reaching \$1,250,000 by the end of May. She also spoke about the Cash for Care Lottery, Matt Duchene charity golf classic in July, radiothon, naming contest for new stuffed panda and newsletter in early April

9.2 Minden Health Care Auxiliary

Mickey Bonham, President of the Minden Health Care Auxiliary was unable to attend; there was no report.

9.3 Haliburton Hospital Auxiliary

Speaking to her written report that had been pre-circulated to the Board, President of the Haliburton Hospital Auxiliary, Jacqui Clarkson, informed the Board of the following activities of the Haliburton Hospital Auxiliary: contribution of \$70,000 for purchasing of equipment for the Haliburton Hospital and Highland Wood Long-Term Care; Geranium Tea and geranium orders; Quilt Raffle; Wheelbarrow of Wine.

10.0 PUBLIC QUESTION PERIOD

Mark Arike of The Haliburton Highlander and Foundation Executive Director, Dale Walker asked questions about the report of the Medical Advisory Committee with respect to Medical Assistance in Dying. Dr. Kristy Gammon responded to these questions.

Mark Arike asked if the Whistle-Blowing Policy and Quality Improvement Plan for 2017-2018 would be available to the public. It was confirmed that both documents will be posted on HHHS' website.

Board Member, Dale Robinson, inquired about the WiFi connections at HHHS and CEO, Carolyn Plummer, explained that there will be an upgrade of WiFi eventually, but exact timelines are not known at this point. Discussions have commenced with the County Warden and the CEO will follow-up on this process.

11.0 ADJOURNMENT AND NEXT MEETING

11.1 NEXT MEETING: The next Open Session of the Board is to be held on May 25, 2017 in the Haliburton Board Room.

MOTION: Moved by Don Pierson, and seconded by Scott Addison
THAT the meeting adjourn at 4:10 p.m.

Carried

ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS

Source	Description	Responsibility	Completion
<i>March 23, 2017</i>	Add Long-Term Planning to Executive Committee agenda for March or April 2017	CEO / EA	
	Invite Warden of County of Haliburton, Brent Devolin to Executive Committee meeting for discussion on healthcare in the County	CEO	