



HALIBURTON HIGHLANDS HEALTH SERVICES  
MINUTES

REGULAR OPEN MEETING of the BOARD OF DIRECTORS

Thursday, March 27, 2025 / 2:00 pm / HHHS Boardroom

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Members:	Irene Odell, Board Chair* Diana McNiven, Director* Kurtis Bishop, Director* Clifford Ottaway, Director* Dr. Keith Hay, Chief of Staff John Herald, Director* Jennifer Dailloux, Director*	Mark Bell, Director* Connie Phillipson, Director* Don Pierson, Director* Charlotte Snider, Director* Michael Tambosso, Director* Al Aubry, Director*
Ex-Officio:	Veronica Nelson, CEO	Jen Burns West, CNE & VP
Regrets:	Dr. Norm Bottum Sharon Kaasalainen, Director*	Liz Danielson, Director*
Guest:	Ulvi iskhagi-Bayat, CFO	
Staff	Michel Henry, EA, Recorder	
Resources:		
*counts toward quorum		

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1. **CALL TO ORDER**

Irene Odell, Chair, called the (Open) meeting to order at 2:00 pm.

1.1 **Quorum** – Quorum was confirmed.

1.2 **Approval of Agenda** – The agenda was reviewed and there were no changes.

**MOTION: *THAT the agenda be approved as circulated.***

Connie Phillipson/Jen Dailloux, **CARRIED.**

1.3 **Declarations of Conflict of Interest** – None declared.

2. **CONSENT AGENDA**

Items identified as part of the consent agenda were pre-circulated and the related motions were presented as follows:

1. **MOTION:** That the draft minutes of the (Open) Board of Directors meeting of February 27, 2025 be approved.

2. **MOTION:** That the (OPEN) draft minutes of the Quality, Governance & Planning Committee meeting of March 11, 2025 be received.

3. **MOTION:** That the Board of Directors approves the following policies: Board of Directors, Board Chair Description POL.GOV.38574, Board of Directors, Position Description POL.GOV.38505, and Board of Directors, Statement of Roles and Responsibilities POL.GOV.38504.
4. **MOTION:** That the (OPEN) draft minutes of the Finance, Resources & Audit Committee meeting of March 13, 2025 be received.
5. **MOTION:** That the Board of Directors approves the L-SAA Declaration of Compliance.
6. **MOTION:** That the Board of Directors receives the Hyland Crest Residents Council Meeting Minutes March 2025.
7. **MOTION:** That the Board of Directors receives the Hyland Crest Family Council Meeting Minutes March 2025.
8. **MOTION:** That the Board of Directors receives the Highland Wood Residents Council Meeting Minutes March 2025.

Thereafter, there was a

**MOTION:** *THAT the Board of Directors approves motions 1 through 8 on the (Open) Consent Agenda for March 27, 2025.*

Diana McNiven/Mark Bell, **CARRIED.**

3. **BOARD BUSINESS – QUALITY, GOVERNANCE & PLANNING COMMITTEE**

**3.1 2025/2026 Quality Improvement Plan (QIP)**

CNE Jen Burns West presented the 2025/2026 Quality Improvement Plan (QIP) and provided an overview of the achievements of the past year. The QIP goals and objectives for the coming year were outlined as well.

**MOTION:** *THAT the Board of Directors approves 2025/2026 Quality Improvement Plan (QIP).*

Al Aubry/Diana McNiven, **CARRIED.**

**3.2 Board Education**

CEO Nelson reviewed the mandatory Board Education list and acknowledged the difficulty Board members were having logging onto the iLearn website. The list of courses to be reviewed was presented and would be re-circulated via email.

4. **BOARD BUSINESS – FINANCE, RESOURCES & AUDIT COMMITTEE**

**4.1** No items to discuss.

5. **BOARD BUSINESS – EXECUTIVE COMMITTEE**

**5.1** No items to discuss.

6 **REPORTS**

**6.1 Report of the Chief of Staff**

In addition to his written report, Dr. Hay informed the Board that he had met with leaders from the Haliburton Highlands Family Health Team and Family Health Organization, the Algonquin Family Health Team, the Kinmount & District Health Centre, and the Kawartha Lakes Haliburton Ontario Health Team and noted that all three family health teams see patients from our County. Dr. Hay also reported on attending a KLH-OHT Primary Care Network Engagement and Network Development meeting regarding developing a primary care action plan for submission to the Provincial Primary Care Action Team. Dr. Hay defined the term “poorly attached patient” meaning that patients often retain their physician in another region geographically distant from Haliburton County making their healthcare often times not optimal.

**MOTION: *THAT the Board of Directors receives the Report of the Chief of Staff.***

Connie Phillipson/Mark Bell, **CARRIED.**

**6.2 Report of the Chief Executive Officer**

In addition to the written report, the CEO asked if the Board wanted to participate in the survey offered by the OHA on Diversity in Hospital Leadership. Discussion took place on whether the survey was to collect data on the diversity of the Board, or as a learning and information gathering exercise. It was agreed that the Board would participate in this survey.

It was reported that the staff survey had been launched, and results would be reported to the QGP Committee meeting in May. It was noted that letters had been received from the Ministry of Long-Term Care with significant one-time pressure funding for each of the Long-Term Care Homes. It was noted that the terms included Board approved quarterly forecasts and progress reports be submitted as a condition of this funding.

Following an opportunity for discussion, there was a

**MOTION: *THAT the Board of Directors receives the Report of the President & CEO.***

Cliff Ottaway/ Don Pierson, **CARRIED.**

7 **OTHER BUSINESS**

**7.1 Corporate Membership:** There was one applicant applying for corporate membership, noting this individual had completed the interview process for becoming a community member on the Board of Directors.

**MOTION: *THAT the Board of Directors approves the Annual Membership for the Applicant listed in Appendix A bringing the total to 66 Members.***

Mark Bell/Diana McNiven, **CARRIED.**

**7.2 Long-Term Care Development Application:** CEO Nelson spoke to the finalized application. It was reported that a meeting had been held with a cost consultant whose cost estimate was considerably higher and likely due to the significant number of assumptions, noting this costing was lower than Class D. It was agreed that the Ministry’s estimate of \$500,000 per bed be used in the initial application. The role of the Foundation

was discussed. The phasing of the project was explained noting it would not impact ongoing operations. Additional parking was discussed noting that there was a plan to add about 24 spaces to the Minden property.

**MOTION:** *THAT the Board of Directors approves the Long-Term Care home expansion application.*

Jen Dailloux/Michael Tambosso, **CARRIED.**

The Board expressed deep appreciation for the excellent job that CEO Veronica Nelson and her team did at the Future of Care Forums held in February and March.

**7.3 Next Meeting Date:** April 24, 2025 in the **Minden** Boardroom.

**8 FOR INFORMATION**

**8.1** Work Plan – results of the employee survey will be available for the next FRA meeting.

**8.2** Report from Minden Health Care Auxiliary – no questions.

**8.3** Report from Physician Recruitment Coordinator – agreed to be an excellent report.

Michael Tambosso outlined his experience with a recent health incident, with a wonderful experience at HHHS. He was encouraged to share his experience with the Foundation as they share patient experience stories.

**9 MOTION TO ADJOURN THE OPEN MEETING & MOVE INTO THE CLOSED MEETING**

*On a motion by Cliff Ottaway, the open meeting adjourned and following a brief break, the closed portion of the meeting would commence.*

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Chair

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Date