

 <p><b>HALIBURTON HIGHLANDS HEALTH SERVICES</b></p> <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: May 27, 2021</b></p>	<p><b>Time: 3:00 p.m.</b> <b>Location: Zoom Videoconference</b></p>

<p><b>Members present:</b></p> <p>David Gray, Board Chair Carolyn Plummer, President and CEO Jane Adams Scott Addison Dave Bonham Linda Dietrich Jeff Gollob Diana McNiven David O'Brien Irene Odell Don Pierson Dr. Steve Ferracuti, Co-Chief of Staff</p>	<p><b>Administration:</b></p> <p>Stephanie MacLaren, VP Community Programs Kathy Newton, VP Clinical Services and CFO Marlene Vieira, Executive Assistant (Recorder)</p> <p><b>Regrets:</b></p> <p>Dr. Norm Bottum, President of Medical Staff Dr. Darren Gilmour, Co-Chief of Staff Michelle Douglas, Interim VP Clinical Services Jan Walker, Vice-Chair</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 David O'Brien, seconded by Linda Dietrich  
**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 Diana McNiven, seconded by Jane Adams  
**THAT** the consent agenda of the May 27, 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 March 25, 2021, be approved.

**EXECUTIVE AND FINANCE COMMITTEE**

Minutes were already circulated with those committee agendas on April 19, 2021.

**MEDICAL ADVISORY COMMITTEE**

**THAT** the Minutes of the Medical Advisory Committee Meeting, held March 22, 2021, be received.

**THAT** the Minutes of the Medical Advisory Committee Meeting, held April 19, 2021, be received.

**COMMUNITY ADVISORY COMMITTEE**

**THAT** the Minutes of the Community Advisory Committee Meeting, held March 4 2021, be received.

**CORRESPONDENCE RECEIVED:**

**THAT** the Minutes of Highland Wood Family Council Meeting, held April 20, 2021, be received.

**THAT** the Minutes of Highland Wood Residents Council Meeting, held April 7, 2021, 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 Gray, reported that meetings of the Executive Committee were held virtually on March 22<sup>nd</sup>, April 19<sup>th</sup> and May 17<sup>th</sup> and business addressed included a recommendation for the extension of the Co-Chief of Staff appointment.

**MOTION:** Moved by Irene Odell, seconded by David O'Brien  
**THAT** the appointment of Dr. Steve Ferracuti and Dr. Darren Gilmour as Interim Co-Chiefs of Staff be extended to September 1, 2021.

**Carried**

## 5.2 Finance Committee

There was no report. The Committee meets again on June 7 (Audit) and June 14, 2021.

## 5.3 Quality Committee

Chair of the Quality Committee, Jane Adams, reported that the Quality Committee met on March 15 and April 19, 2021. The meetings addressed some of the following: update on executive compensation indicators; 2020-21 Year End Quality Report for Hospital, Community Programs, Human Resources and Occupational Health and Safety; 2021-22 Quality Improvement Plan Update; review of Quality Committee (QC) Work-Plan and Activities Compliance with Terms of Reference; Long-Term Care Commission Report.

## 5.4 Medical Advisory Committee (MAC)

Co-Chief of Staff, Dr Steve Ferracuti, reported that the MAC met virtually on March 18, April 19, and May 20, 2021. The MAC addressed some of the following business during these meetings: EPIC clinical information system implementation (policies) and the ongoing pandemic (past year, current status and future planning).

## 5.5 Nominating Committee

Nominating Committee Chair, Jeff Gollob, reported that the Nominating Committee has identified two candidates who will be recommended for appointment to the Board of Directors at the Annual General Meeting (AGM). In light of a recent vacancy as well, another name will be brought forward for approval at the AGM.

## 5.6 Community Advisory Committee (CAC)

Mary McGee, Chair of the Community Advisory Committee, reported that the CAC met four times between September 2020 and May 2021. The Annual Report of the Patient, Family, and Community Advisory Committee, dated May 2021 was pre-circulated to Board members and Mary McGee provided highlights of the report.

**MOTION:** Moved by Irene Odell, seconded by Jane Adams  
**THAT** the Annual Report of the Patient, Family, and Community Advisory Committee, dated May 2021 be received.

**Carried**

## 6.0 Report of the President and CEO

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

- COVID-19
  - Current state and planning for reduced restrictions while recovering from the third wave and remaining cautious
  - Vaccine update

(Continued...)

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

- Federal, Provincial and Central East LHIN Updates
  - Long-Term Care Commission Final Report
  - Auditor General Report on Pandemic Readiness and Response in Long-Term Care
  - Health System Transformation: Ontario Health Making Changes to Regional Model
  - HHHS Updates on the following areas:
    - Staffing challenges (particularly with respect to nursing recruitment)
    - Ethics Committee
    - Clinical Services - Hospital, Long-Term Care and Support Services
    - Year-End Financial Report
    - Accessibility
    - Infrastructure
    - Community Programs

In response to question about the virtual care clinic, it was clarified that when individuals are registered, repeat visits can be made with the same physician as the program is similar to having a regular family physician to ensure consistency in care.

## 7.0 OLD BUSINESS / STANDING AGENDA ITEMS

No items.

## 8.0 NEW BUSINESS

### 8.1 Response to Haliburton-City of Kawartha Lakes Long-Term Care Coalition

President and Chief Executive Officer Carolyn Plummer reported that HHHS had received a request for a letter of support from the Haliburton-City of Kawartha Lakes Long-Term Care Coalition via the Chair of Highland Wood's Family Council. The Board agreed to provide a letter as described in the motion below.

**MOTION:** Moved by David O'Brien, seconded by Linda Dietrich  
**THAT** Haliburton Highlands Health Services (HHHS) receives the information and request for support from Trina West, Chair of Highland Wood Family Council, on behalf of the Haliburton-City of Kawartha Lakes Long-Term Care Coalition,  
AND;  
**THAT** a letter of support for their advocacy efforts be provided, with the letter confirming HHHS' shared goal of enhancing the quality of care and living environments for all long-term care residents, and recognizing that increased funding and higher staffing levels are needed to achieve this goal, but not taking any position on matters related to the Coalition's call for amendments to the Canada Health Act or discontinuation of for-profit long-term care delivery

**Carried**

## **8.2 Corporation Membership 2021-22**

**MOTION:** Moved by Jane Adams, seconded by Don Pierson  
**THAT** the Haliburton Highlands Health Services Corporation Membership List for 2021-22 (as attached), be approved.

## **8.3 Strategic Plan Approval 2021-22**

President and Chief Executive Officer, Carolyn Plummer, reported that, in light of the challenges faced during the last year and so much uncertainty in months ahead, the Board had agreed that it would be more prudent to prepare a one-year extension of its current strategic plan. A copy of the updated plan was pre-circulated to Board members. The extension of the strategic plan took into consideration the substantial pressures faced by HHHS' staff over the last year and strategic plan engagement activities focused on the organization's employees. Following these sessions, there was researching of the external and internal pressures faced by the organization, and after deliberations by the executive leadership team and Board members, a number of updates were identified and are reflected in the 2021-22 Plan. There had also been agreement to elevate the strategic priority "Investing in Our People."

**MOTION:** Moved by Diana McNiven, seconded by Don Pierson  
**THAT** the Strategic Plan Refresh 2021-22 (as attached), be approved.

**Carried**

## **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 fundraising, noting that there was a significant increase in online donations, which was the case across Canada since the start of the global pandemic. She reported that redevelopment of HHHS' website has been completed and it is now an optimized and responsive website, in compliance with accessibility standards. As well, it was noted that there have been some recent e-commerce opportunities launched through the website, such as the teddy bears and inventory of the Auxiliaries' gifts shop (which were closed over the last year due to the pandemic restrictions).

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

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

## **10.0 PUBLIC QUESTION PERIOD**

Lisa Gervais of The Highlander asked about vaccination clinics in the community and CEO Plummer responded that spaces will be increased through the Minden Clinic and although the Haliburton clinics have ended, Community Services can assist with rides through its volunteer driver program. She also confirmed that any additional clinics can be located by contacting the Haliburton Kawartha Pine Ridge District Health Unit (who has responsibility for vaccinations).

**11.0 ADJOURNMENT AND NEXT MEETING**

The next meeting of the Board is to be held on June 24, 2021 via Zoom.

**MOTION:** Moved by Dave Bonham, seconded by Scott Addison  
**THAT** the meeting adjourn at 4:00 p.m.

**Carried**

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David Gray, Board Chair

**ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS**

Source	Description	Responsibility	Completion
	No items outstanding		