

REGULAR OPEN MEETING of the BOARD OF DIRECTORS

Thursday, October 26, 2023 / 2:00 pm / HHS Minden Boardroom and via Zoom

---

Members:	David O'Brien, Board Chair* Jane Adams, Director* Kurtis Bishop, Director* John Herald, Director* Sharon Kaasalainen, Director*	Irene Odell, Vice Chair & Treasurer* Ted Parent, Director* Don Pierson, Director* Charlotte Snider, Director*
Ex-Officio:	Dr. Keith Hay, Chief of Staff Dr. Norm Bottum, President of Medical Staff Jen Burns-West, CNE	Veronica Nelson, Interim Pres. & CEO Darlene Moore, CFO
Regrets:	Mark Bell, Director, Diana McNiven Director, Dr. N. Bottum	
Guests:	Melanie Klodt Wong, HHHSF Executive Director Gail Simon, President, Minden Health Care Auxiliary	
Staff Resources:	Emily Stairs, Manager of Quality, Patient Safety & Risk Management Michel Henry, EA, Recorder	

---

1. **CALL TO ORDER**

David O'Brien, 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. Thereafter, there was a

**MOTION: That the agenda be approved as presented.**

Ms. Jane Adams/Mr. Ted Parent, **CARRIED.**

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

1.4 **Land Acknowledgement** – The traditional land acknowledgement was recognized.

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 minutes of the (Open) Board of Directors meeting of September 28, 2023 be approved as circulated.**

2. **MOTION: That the Board of Directors receive the minutes of the Hyland Crest Residents Council Meeting Minutes dated October 2023.**

Thereafter, there was a

**MOTION: That the Board of Directors approves motions 1 and 2 on the (Open) Consent Agenda for October 26, 2023 as presented.**

Ms. Irene Odell/Ms. Jane Adams, **CARRIED.**

3. **BOARD BUSINESS – QUALITY COMMITTEE**

3.1 Nothing to report.

4. **BOARD BUSINESS – GOVERNANCE AND PLANNING COMMITTEE**

4.1 Nothing to report.

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

5.1 Nothing to report.

6. **REPORTS**

**6.1 Report of the Chief of Staff** – The Report of the Chief of Staff was pre-circulated. Chief of Staff, Dr K. Hay reviewed the items referenced in his report highlighting the exploration by administration that physician extenders be implemented.

Following an opportunity for discussion, there was a

**MOTION: *That the Board of Directors receives the Report of the Chief of Staff for October, 2023.***

Mr. Ted Parent/Mr. John Herald, **CARRIED.**

**6.2 Report of the Interim President & CEO** – The Report of the President & CEO dated September 28, 2023 was pre-circulated. Interim President & CEO, Ms. V. Nelson reviewed the items referenced in the report which included an updated communication policy, a mock tracer for accreditation and provided a background on Bill 135, *Convenient Care at Home Act, 2023* which when enacted will change how Home Care & Community Support Services (HCCSS) provides services under a new crown agency, Ontario Health atHome, a subsidiary of Ontario Health. OH would be responsible for funding and overseeing Ontario Health atHome.

Following an opportunity for discussion, there was a

**MOTION: *That the Board of Directors receives the Report of the President & CEO for October 26, 2023.***

Ms. Irene Odell/Mr. Ted Parent, **CARRIED.**

**6.3 Report of the President of the Minden Health Care Auxiliary** – The President of the Minden Health Care Auxiliary (MHCA), Gail Simon, reported on a recent meeting of Auxiliary members with 27 in attendance. It was reported that MHCA would commit to remain open until August 2024, and would reassess at that point. At the meeting, Veronica Nelson, Interim President & CEO of HHHS and Melanie Klodt Wong, Executive Director of Haliburton Highlands Health Services Foundation, presented on key updates and changes at HHHS including the upcoming new services of CT Scan and CT Mammography. A donation had been received to subsidize clients attending the Adult Day Program, the cost of which is \$25 per day. The Auxiliary would continue with this sponsorship. It was further reported that a couple who resides in Niagara and cottages in Haliburton County won the Wine on Wheels draw.

**MOTION:** *That the Board of Directors receives the Report of the President of the Minden Health Care Auxiliary for October 26, 2023.*

Mr. John Herald/Ms. Jane Adams, **CARRIED.**

**6.4 Report of Haliburton Highlands Health Services Foundation** – The Executive Director, Melanie Klodt Wong, shared exciting news that David Zilstra, a member of the Board, had won the Highlander of the Year award through the Chamber of Commerce. It was further reported that the Board of the Foundation had committed to a \$4.3M capital campaign in support of diagnostic imaging equipment. HHHS and HHHSF presented to Haliburton County Council in October requesting support for the campaign of \$1M, which was received with positive feedback at and after the meeting. It was also reported that the Foundation had met with the Minden Health Care Auxiliary along with the Interim CEO of HHHS, and the Foundation was looking forward to the opportunity to work together with the Auxiliary.

**MOTION:** *That the Board of Directors receives the Report of the Executive Director of the Haliburton Highlands Health Services Foundation for October 26, 2023.*

Ms. Irene Odell/Ms. Jane Adams, **CARRIED.**

**7. OTHER BUSINESS**

**7.1 Goals and Objectives** – Referring to a pre-circulated chart outlining the annual goals and objectives for HHHS, Interim CEO Nelson reported that management are being educated and encouraged on setting and implementing their departmental annual goals aligned with the new strategic plan. Corporate goals and targets were described, with questions clarified on the standards of measurement for improving work life culture. The goal for a supportive culture was queried and the target was thought to be too low. Given that there are 2 quarters left in the year, it was agreed that a movement in the right direction was acceptable with the objective being positive change, ensuring that staff were aware that their concerns were being heard and action was being taken to address them.

**7.2 Accreditation Action Plan** – The accreditation action plan focused on governance was presented which outlined how and when the Board would be involved. A mock tracer for the board will be provide in January.

**8. MOTION TO ADJOURN THE OPEN MEETING & MOVE INTO THE CLOSED MEETING**

On a motion by Mr. Kurtis Bishop, the Open meeting adjourned at 2:40 pm and the Board moved into its Closed meeting.