

 <p>HALIBURTON HIGHLANDS HEALTH SERVICES <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: October 27, 2022</p>	<p>Time: 3:00 p.m. Location: Zoom Videoconference</p>

<p>Board Members Present:</p> <p>Directors - David O'Brien, Board Chair Jane Adams Diana McNiven Irene Odell Don Pierson Charlotte Snider (until 3:10 pm)</p> <p>Ex-Officio Board Members - Carolyn Plummer, President and CEO Paula Raggiunti, Interim Vice-President/CNE Dr. Mike Armstrong, Chief of Staff</p>	<p>Administration: Darlene Moore, Vice-President/CFO Paul Truscott, Shared Chief Information Officer Michel Henry, Executive Assistant (Recorder)</p> <p>Regrets: Dr. Norm Bottum, President of Medical Staff Ted Parent Scott Addison Jeff Gollob Sharon Kaasalainen</p>
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1.1 CALL TO ORDER and Traditional Land Acknowledgement

Roll call was taken and a quorum of the Board confirmed.
Board Chair, David O'Brien, called the Board Meeting to order at 3:00 p.m. A traditional land acknowledgement was read out before meeting business commenced:

"We gather on ancestral lands, the traditional territory of the Mississauga Anishinaabe and the traditional unceded territory of the Algonquin Anishnaabeg people and in the territory covered by the Williams Treaties which have been inhabited for thousands of years – as territories for hunting, fishing, gathering and growing food. The intent and spirit of the treaties that form the legal basis of Canada bind us to share the land "for as long as the sun shines, the grass grows and the rivers flow."

1.2 Approval of Agenda

In the essence of time and in order to have a quorum present, item 5.2 was moved up on the Agenda.

MOTION: Moved by Don Pierson, seconded by Charlotte Snider
THAT the agenda be approved as amended.

Carried

1.3 Declaration of Conflict of Interest

There were no conflicts of interest declared.

2.0 Consent Agenda

MOTION: Moved by Irene Odell, seconded by Diana McNiven
THAT the consent agenda of the October 27, 2022 Meeting of the Board of Directors, as follows, be approved:

BOARD OF DIRECTORS

THAT the Minutes of the Board of Directors' Meeting, held September 29, 2022, be approved.

EXECUTIVE COMMITTEE

THAT the Minutes of the Executive Committee meetings, held September 12, 2022 be received.

MEDICAL ADVISORY COMMITTEE

THAT the Minutes of the Medical Advisory Committee Meeting, held September 15, 2022 be received.

CORRESPONDENCE RECEIVED

THAT the Minutes of Highland Wood Residents' Council Meeting, held October 6, 2022, be received.

Carried

3.0 Finance Committee (*Originally Item 5.2*)

Finance Chair Irene Odell reported on the highlights of the Finance Committee meeting which included:

- There is a deficit of \$220,000, lower than anticipated due to sale of property.
- Ministry of Health owes \$822,000 for past fiscal year and \$928,000 for this fiscal year which has been approved, but payment has not yet been received.

MOTION: Moved by Irene Odell, seconded by Jane Adams
THAT the Financial Statements at end of June 2022 be approved

Carried

4.0 BUSINESS ARISING FROM PREVIOUS BOARD MEETINGS

There were no outstanding items from previous Board meetings.

5.0 NOTICE OF MOTIONS

No notices of motion were received.

6.0 COMMITTEE REPORTING

6.1 Executive Committee

Board Chair, David O'Brien reported that the Executive Committee met on October 17, 2022 and meeting business included:

(Continued)

- Recruitment for Vice President/Chief Nursing Executive is ongoing.
- The Board discussed including education sessions as part of Board meetings.
- A Board retreat for strategic planning was discussed.

6.2 Quality Committee (QC)

Quality Committee Chair, Jane Adams, reported that the Quality Committee (QC) met on October 17, 2022. Chair Adams summarized the business as follows:

- The Board review reviewed and approved updates to the Terms of Reference as well as the QC Work Plan for 2022-23.
- J. Simms, Clinical Manager, ER & Acute Care, provided a presentation regarding hospital clinical services including Epic implementation.
- It was reported that Automated dispensing units to be implemented soon
- The Board reviewed scorecards for the first quarter, and reviewed and approved the Quality Improvement Plan (QIP) for 2022-23.

6.3 Medical Advisory Committee

Chief of Staff, Dr. Mike Armstrong, advised he had nothing further to report, as the CEO's report includes issues discussed at the MAC meeting.

6.4 Community Advisory Committee (CAC)

There was no report. M. McGee reported next meeting was scheduled for Dec. 1, 2022.

7.0 Report of President and CEO

7.1 CEO's Report to the Board

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

- HHR continues with ongoing challenges, relying heavily on agency nursing in the Emergency Department (ED) and Long-Term Care (LTC).
- Recruitment efforts continue including first in-personal job fair.
- Physician staffing challenges continue with few local doctors to provide coverage. Emergency Department Locum Program (EDLP) is relied upon for help. Minden ED is beginning to face similar challenges.
- Another challenge facing the organization is physician coverage for in-patients who don't have a physician. The number of patients admitted who don't have a family doctor has increased significantly. Options are being investigated to mitigate this issue.
- An announcement was recently made by the Government of Ontario making it possible to utilize international health-care professionals sooner, and making it easier for retired nurses to return to work, and easier for out-of-province physicians to work in Ontario sooner.
- COVID-19 cases have continued to increase, with high numbers in the communities of Peterborough and Lindsay.
- COVID-19 Steering Committee is meeting next week to review our protocols and precautions.

- Anticipation is for an earlier and more severe flu season, and encouragement was given to get the flu shot and be up to date on COVID-19 boosters.
- Strategic and Master planning has commenced. Consultation process is underway. The Board is planning for a Strategic Planning retreat in early January. Master planning is considering services and facilities in the long term, will involve stakeholder input as well.
- April DeCarlo, Director of Care and Administrator at Hyland Crest and an HHHS staff member for 16 years is stepping down for family reasons. CEO Plummer acknowledged A. DeCarlo's significant contributions, leadership and dedicated support.
- Annual review and inspection from The Ontario College of Pharmacists as part of pharmacy accreditation and review was recently completed and went extremely well. The pharmacy is now collaborating with Ross Memorial Hospital (RMH) on the purchase of IV pumps with special thanks to the HHHS Foundation for raising funds for this purchase.
- Financial situation was reviewed. Ontario Health East has reviewed and approved the organization's application and Haliburton Highlands Health Services is waiting on Ministry to flow the funds.
- Mock evacuations were held at Highland Wood and Hyland Crest. CEO Plummer thanked all those involved, which included the fire department. All those involved were congratulated on a job well done and it was considered a good learning opportunity. Revisions will be made to the evacuation procedures as a result.
- HHHS would be focusing on Cybersecurity awareness training for our staff, physicians and stakeholders.

8.0 NEW BUSINESS

8.1 Accessibility Plan

Director of Facilities and Projects, Lionel Domerchie, provided an overview of the Multi-Year Accessibility Plan September 2022 – October 2027 and the Annual Accessibility Plan 2022-2023, which included:

- LED lighting retrofit as well as nurse call upgrades have been completed.
- Accessible doors at hospital have been installed.
- Seamless, antifungal flooring in long-term care is being installed as funding permits.
- Brochures & pamphlets are to be reviewed to ensure accessibility or can be easily accessible in a timely manner.
- Wayfinding signage is to be updated
- The Accessibility Plan is posted on website.

9.0 Foundation

Lisa Tompkins, Executive Director of the HHHSF updated the Board on fundraising, and introduced to the Board, Melanie Klodt Wong, as incoming Executive Director as Executive Director Tompkins is retiring at end of year. The Foundation's largest annual campaign of the year "Believe in the Magic of Giving" is commencing in mid-November. The Board members were reminded of the monthly 50-50 draws.

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

The next meeting of the Board is to be held in December 8, 2022.

MOTION: Moved by Irene Odell, seconded by Don Pierson
THAT the meeting adjourn at 3:50 p.m.

Carried

ORIGINAL WITH SIGNATURE ON FILE
David O'Brien, Board Chair

ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS

Source	Description	Responsibility	Completion