

 <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: October 29, 2020</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  Jan Walker, Vice-Chair  Jane Adams  Scott Addison  Dave Bonham  Linda Dietrich  Jeff Gollob  Theresa MacDermid  Diana McNiven  David O'Brien  Irene Odell  Don Pierson  Jan Walker (3:30 p.m.)  Dr. Steve Ferracuti, Interim Chief of Staff</p>	<p><b>Administration:</b></p> <p>Marlene Vieira, Executive Assistant (Recorder)  Kathy Newton, VP Clinical Services and CFO  Stephanie MacLaren, VP Community Programs</p> <p><b>Regrets:</b></p> <p>Dr. Norm Bottum, President of Medical Staff  Michelle Douglas, Interim VP Clinical Services</p>
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**1.1 CALL TO ORDER**

Board Chair, David Gray, called the Board Meeting to order at 3:00 p.m.

**1.2 Approval of Agenda**

**MOTION:** Moved by Irene Odell, 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 Dave Bonham, seconded by Diana McNiven  
**THAT** the consent agenda of the October 29, 2020 Meeting of the Board of Directors, as follows, be approved:

(Continued...)

**Consent Agenda (Cont'd)**

**BOARD OF DIRECTORS**

**THAT** the Minutes of the Board of Directors' Meeting, held September 24, 2020, be approved.

**QUALITY COMMITTEE**

**THAT** the Terms of Reference for 2020-21 for the Quality Committee, as attached, be approved.

**MEDICAL ADVISORY COMMITTEE**

**THAT** the Minutes of the Medical Advisory Committee Meeting, held September 17, 2020 and Special MAC Meeting held October 1, 2020, be received.

**CORRESPONDENCE RECEIVED:**

**THAT** the Minutes of Hyland Crest Residents Council Meeting, held September 23, 2020, be received.

**THAT** the Minutes of Highland Wood Residents Council Meeting, held April 1, 2020, 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**

No notices of motion were received.

**5.0 COMMITTEE REPORTING**

**5.1 Executive Committee**

Board Chair, David Gray, reported that the last meeting of the Executive Committee was held virtually on October 19, 2020 and business included: planning for a review of the Corporation's By-laws and the Board's policies (Don Pierson and Linda Dietrich have volunteered to help with this task); education sessions for Board members (Ontario Hospital Association has offered virtual training sessions for members); strategic planning; plans for review of the organization's communications plan, as it aligns to the Strategic Plan, as well as a review of the terms of reference for the Community Advisory Committee.

**5.2 Quality Committee (QC)**

Quality Committee Chair, Jane Adams, reported that the QC met via Zoom on October 19, 2020 and addressed several items of business which included: new staff representative on the QC; year-end Quality reports for all areas of the organization; Long-Term Care resident quality inspections (Ministry of Long-Term Health has been on site for routine inspections, but no compliance reports); lengthy discussion on draft Quality Improvement Plan (QIP) for 2020-2021. It is anticipated that the 2020-2021 QIP will be presented for approval by the Board in December. No sentinel events were reported at October QC meeting.

### **5.3 Medical Advisory Committee (MAC)**

Interim Chief of Staff, Dr. Steve Ferracuti, reported that the MAC met virtually on October 15, 2020. The meeting had addressed several items of business, including updates from the various committees reporting to the MAC and the recommendation for approval of privileges for physicians. Dr. Darren Gilmour has taken over as Chair of the Credentials Committee from Dr. Scott Coles who held the position for several years. Some items of business (Work Plan and Terms of Reference) were deferred to the next MAC meeting.

### **6.0 CEO's Report to the Board**

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

- COVID-19 Update
- Provincial Budget; Supporting Ontario's Recovery Act, 2020; Long-Term Care Commission Update
- COVID-19 Assessment Centre
  - financial challenges related to many aspects of funding the assessment centre
  - increased costs related to preparing for winter
  - will have to pay rent to Dysart Municipality for using the parking lot for the Assessment Centre trailer
- Long-Term Care - some changes related to visitors; essential caregivers are permitted to enter the nursing home, but only inside the resident's room; staff are tested every two weeks
- Haliburton Youth Wellness Hub – recent announcement of Province's investment to expand Mental Health Services for children and youth and although exact amount is not yet known it will allow for continued operation of the Hub
- Community Programs Information System is being developed and this electronic documentation and workflow management system will assist with client care coordination for multiple programs; target of March 2021 for implementation
- HHHS Finances
  - financial challenges continue for the organization because of the pandemic, especially due to the loss of revenue
  - reimbursement for March and April has occurred, but no further funds have been received
  - over \$350K has been lost in revenue due to COVID-19
  - received \$22K for infrastructure funds, but applied for \$1.5M so advocating for policy changes to the infrastructure funding model
  - upgrades to HHHS' telecommunications systems are underway and will result in better cellular service and support for virtual meetings which have increased as a result of the pandemic

Questions of clarification were responded to regarding the need to pay rent to the Municipality of Dysart et al for housing the COVID-19 assessment centre trailer in the parking lot at the Haliburton Family Medical Centre during the pandemic. The municipality had cited lost parking revenue as rationale for charging rent. Board members expressed their disappointment about the municipality's decision, noting that the County's healthcare partners have all contributed to the running of the assessment centre as a service to the community to ensure residents have not had to travel an hour or longer to the next closest centre. CEO Plummer added that there would be a meeting with Ontario Health East in the upcoming week to discuss the financial challenges related to operating the assessment centre.

## **7.0 OLD BUSINESS / STANDING AGENDA ITEMS**

No items.

## **8.0 NEW BUSINESS**

There were no items.

## **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 the following items: Cash for Care Lottery is almost at 70% of tickets sold (funds from that campaign will go towards supporting vital signs monitors); year-end holiday campaign will also focus on fundraising for the same equipment as well as COVID-19 response/preparedness and Community Programs (meals-on-wheels and transportation); recent donation from Minden Rotary enabled purchase of technology devices for Hyland Crest residents to stay connected with family and friends; expressed appreciation for ongoing generosity of community; generous donation from Minden Legion.

### **9.2 Minden Health Care Auxiliary**

Co-President of the Minden Health Care Auxiliary, Anne Stephens, had sent regrets, but submitted a brief written update on the Auxiliary's funding donation of \$19K that was for the purchase of equipment for Hyland Crest (stretcher, Blixer Food Blender, two elevated dining tables and a disinfectant.)

### **9.3 Haliburton Hospital Auxiliary**

Haliburton Hospital Auxiliary, President Jacqui Clarkson, had sent regrets for the meeting, noting there was nothing new to report to the Board.

## **10.0 PUBLIC QUESTION PERIOD**

Lisa Gervais, The Highlander, asked for clarification about lost revenue of \$350K, and CEO Plummer explained that, in addition to ongoing incremental operating expenses related to COVID-19, there was a loss of revenue for several reasons such as not receiving fees for diagnostic imaging services when there were closures, as well as not receiving preferred accommodation rates in the hospital and long-term care homes. (Infection control requirements result in changes to the number of patients or residents in a room and this affected hospitals and long-term care homes across the province.)

(Continued...)

**10.0 PUBLIC QUESTION PERIOD (Cont'd)**

Sue Tiffen, The Haliburton Echo/Minden Times, asked if influenza vaccination clinics would be offered to the community and CEO Plummer reported that the Family Health Team/Haliburton Family Medical Centre provided a clinic this fall, but there would not be one offered by HHHS to the public.

**11.1 ADJOURNMENT AND NEXT MEETING**

The next meeting of the Board is to be held on December 10, 2020 via Zoom.

**MOTION:** Moved by Dave O'Brien, seconded by Dave Bonham  
**THAT** the meeting adjourn at 3:50 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		