

 <p>HALIBURTON HIGHLANDS HEALTH SERVICES</p> <p><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: September 24, 2020</p>	<p>Time: 3:10 p.m. Location: Zoom Videoconference</p>

<p>Members present:</p> <p>David Gray, Board Chair Carolyn Plummer, President and CEO Jan Walker, Vice-Chair Jane Adams Dave Bonham Linda Dietrich Jeff Gollob Diana McNiven David O'Brien Irene Odell Don Pierson Dr. Steve Ferracuti, Interim Chief of Staff</p>	<p>Administration:</p> <p>Marlene Vieira, Executive Assistant (Recorder) Kathy Newton, VP Clinical Services and CFO</p> <p>Regrets:</p> <p>Dr. Norm Bottum, President of Medical Staff Michelle Douglas, Interim VP Clinical Services Theresa MacDermid Scott Addison</p>
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1.1 CALL TO ORDER

Board Chair, David Gray called the Board Meeting to order at 3:10 p.m. He reviewed protocol for conducting the Board meetings, virtually, during the pandemic.

1.2 Approval of Agenda

MOTION: Moved by David O'Brien, seconded by Don Pierson
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 Irene Odell, seconded by Linda Dietrich
THAT the consent agenda of the September 24, 2020 Meeting of the Board of Directors, as follows, be approved:

BOARD OF DIRECTORS
Executive Committee

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

(Continued...)

(Consent Agenda Continued)

FINANCE COMMITTEE

THAT the Terms of Reference for 2020-21 for the Finance Committee, be received.

MEDICAL ADVISORY COMMITTEE

THAT the Minutes of the Medical Advisory Committee Meeting, held May 21, 2020 and June 11, 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 on September 22, 2020 and business included some of the following items: strategic planning; Board self-assessment evaluations; terms of reference for the Committee; draft work plan for the year; plan to review the Board's policies and the Corporation's By-Laws.

Chair Gray also acknowledged outgoing Chair of the Foundation's board, Peter Oyler, who was with the Foundation since 2003, in the role of chair for most of his tenure. He noted that Peter Oyler led the Foundation in fundraising more than \$11.7M in that time period and was a great ambassador for the Foundation in the community, providing leadership for many important milestones in HHHS' history.

5.2 Finance Committee

Finance Committee Chair, David O'Brien, reported that the Finance Committee met on September 22, 2020 and the meeting business had included review of the financial statements at end of May 2020, as well as the Committee's Terms of Reference and Work Plan for 2020-2021. David O'Brien noted that the last year has been very challenging with the ongoing pressures due to the pandemic and the organization's efforts in responding have required huge financial investments that have caused significant financial pressures on day-to-day expenses, as well as on cash flows. Minimal funds have flowed to date from the Ministry of Health; however, it is anticipated there will be more funding forthcoming at some point. HHHS will continue to work closely with the LHIN, Ontario Hospital Association, its healthcare partners, and the Ministry of Health and Ministry of Long-Term Care in advocating for funding required to address financial shortfalls.

MOTION: Moved by David O'Brien, seconded by Dave Bonham
THAT the Financial Statements at end of May 2020, as attached, be approved.

Carried

5.3 Quality Committee (QC)

Quality Committee Chair, Jane Adams, reported that the QC had not met since March 16, 2019 and meets next on October 19, 2020. A priority item in October will be completing the Quality Improvement Plan for 2020-2021.

5.4 Medical Advisory Committee (MAC)

Interim Chief of Staff, Dr. Steve Ferracuti, reported that the MAC met (virtually) on September 17, 2020. The meeting had addressed several items of business, including: antimicrobial stewardship program; COVID-19 update; terms of reference; committees and new chairs (Infection Prevention and Control, Pharmacy and Therapeutics, Ethics, Medical Records); quality improvement program partnership with College of Physicians and Surgeons of Ontario.

Dr. Ferracuti recognized the dedication and diligence of staff during the pandemic, and he commended them for an excellent job in response to COVID-19, in all departments.

5.5 Community Advisory Committee (CAC)

Chair of the CAC, Mary McGee, reported that the CAC met on September 3, 2020 and the meeting primarily focused on a report from CEO Plummer regarding the pandemic response. There was discussion on feedback from Committee members regarding HHHS' response to the pandemic and the resulting changes in delivery of services because of the pandemic, as well as the feedback from the Aging Well Committee. The Committee meets next on November 5, 2020.

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 – second wave and expression of gratitude for staff and physicians
- Health system financial challenges
- Ontario Health's new operating model and organizational structure
- Long-Term Care independent commission to investigate how and why COVID-19 spread in long-term care homes, what was done to prevent it, and the impact of key elements of the existing system on the spread of the disease
- Haliburton Highlands Ontario Health Team update
- Accessibility Plan (also see Item 8.1 of the Minutes)
- Clinical services update for Hospital and Long-Term Care
- Community programs update
- Support services update

7.0 OLD BUSINESS / STANDING AGENDA ITEMS

No items.

8.0 NEW BUSINESS

8.1 Annual Accessibility Plan for 2020-21 and Multi-Year Accessibility Plan May 2017-May 2022

CEO Plummer informed the Board that a modified version of the annual accessibility plan was developed in 2020 because of the restrictions associated with COVID-19, i.e., the usual audits of facilities could not be conducted this year. She highlighted work that was done in 2020 and recognized the leadership of Lionel Domerchie, Facilities Director in this area.

MOTION: Moved by David O'Brien, seconded by Jane Adams
THAT the Annual Accessibility Plan for 2020-21 and Multi-Year Accessibility Plan May 2020 to May 2022, be approved.

Carried

9.0 FOUNDATION AND AUXILIARIES

9.1 HHHS Foundation

Lisa Tompkins, Executive Director of the Haliburton Highlands Health Services Foundation (HHHSF), reported that the Foundation held its Annual General Meeting on September 17, 2020. Over \$800,000 was transferred to HHHS for funding of items such as telemetry equipment and updating of digitized x-ray equipment. It was also noted that over \$42,600 was raised through the Moose FM Radiothon in August, and the Cash for Care Lottery was recently launched.

Lisa Tompkins also recognized the contributions of Peter Oyler, outgoing Foundation board chair, noting that although his leadership and participation will be missed, the Foundation will continue to benefit from his support and advocacy in future in the community. She announced that Vice-Chair, Eric Recalla, who has been on the board for over five years has moved into the position of the Foundation's board chair, and director, David Zilstra, has become the new vice-chair.

9.2 Minden Health Care Auxiliary

There was no report.

9.3 Haliburton Hospital Auxiliary

On behalf of the Haliburton Hospital Auxiliary, President Jacqui Clarkson, updated the Board, noting the Auxiliary hasn't been able to meet because of the restrictions with COVID-19, but it did proceed with purchasing equipment from the capital equipment list and is looking into options for off-site gift shop sales such as a pop-up shop idea. The Auxiliary continues to explore ideas for how to fundraise within the new parameters of the pandemic.

10.0 PUBLIC QUESTION PERIOD

There were no questions.

11.0 OTHER MATTERS

There was no other business.

11.1 ADJOURNMENT AND NEXT MEETING: The next meeting of the Board is to be held on October 29, 2020.

MOTION: Moved by David O'Brien, seconded by Dave Bonham
THAT the meeting adjourn at 4:10 p.m.

Carried



David Gray, Board Chair

ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS

Source	Description	Responsibility	Completion
	No items		