

 <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: September 26, 2019</p>	<p>Time: 4:00 p.m. Location: Haliburton Board Room</p>

<p>Members present:</p> <p>Jeff Gollob, Board Chair Carolyn Plummer, President and CEO David Gray, Vice-Chair Jane Adams Scott Addison (<i>via telephone</i>) Dave Bonham Linda Dietrich Theresa MacDermid Paul Morissette David O'Brien Irene Odell Don Pierson Dr. Keith Hay, Interim Chief of Staff</p>	<p>Administration:</p> <p>Marlene Vieira, Executive Assistant (Recorder) Kathy Newton, VP Clinical Services and CFO Stephanie MacLaren, VP, Community Programs</p> <p>Regrets:</p> <p>Dr. Norm Bottum, President of Medical Staff Dr. Diane Duff, VP Clinical Services and CNE John Kay Jan Walker</p>
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1.1 CALL TO ORDER

Board Chair, Jeff Gollob called the Board Meeting to order at 4:00 p.m.

1.2 Approval of Agenda

MOTION: Moved by David O'Brien, seconded by David Gray
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 David O'Brien
THAT the consent agenda of the September 26, 2019 Meeting of the Board of Directors, as follows, be approved:

BOARD OF DIRECTORS

THAT the Minutes of the Board of Directors' Meeting, held May 23, 2019, be approved.

(Continued...)

(Consent Agenda Continued)

MEDICAL ADVISORY COMMITTEE

THAT the Minutes of the Medical Advisory Committee Meeting, held May 16, 2019 and June 13, 2019, be received.

QUALITY COMMITTEE

THAT the Minutes of the Quality Committee Meeting, held May 13, 2019, be received.

CORRESPONDENCE RECEIVED:

THAT the Minutes of the Hyland Crest Residents' Council Meeting, held July 9, August 13, and September 10, 2019, be received.

THAT the Minutes of the Highland Wood Residents' Council Meeting, held July 3, 2019, August 7, and September 4, 2019, be received.

THAT the Minutes of the Highland Wood Family Council Meeting, held June 26, 2019, 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, Jeff Gollob, reported that the last meeting of the Executive Committee was held on September 24, 2019 and business included review of the Annual Accessibility Plan 2019-20 (see Item 8.1), as well a report from the Nominating Committee.

5.2 Finance Committee

Finance Committee Chair, David O'Brien, reported that the Finance Committee met on September 24, 2019 and the meeting business had included review of the financial statements at end of July 2019, as well as the Committee's annual work plan and terms of reference. He noted that the organization's finances are currently in a deficit position, largely comprised of expenses related to the Highland Wood closure during the roof replacement, and continuing high rates of overtime and sick time in the clinical areas. HHHS has submitted a one-time funding request to the Central East LHIN to address the shortfall related to Highland Wood expenses, and plans continue with management working groups, exploration of third party solutions and funding solutions, and development of actionable recovery plans.

MOTION: Moved by David O'Brien, seconded by Irene Odell
THAT the Financial Statements at end of July 2019, as attached, be approved

Carried

5.2 Finance Committee (Cont'd)

MOTION: Moved by David O'Brien, seconded by Irene Odell
THAT the Annual Work Plan for the Finance Committee for 2019-20, be approved.

Carried

MOTION: Moved by David O'Brien, seconded by Dave Bonham
THAT the Terms of Reference for the Finance Committee, as attached, be approved.

Carried

5.3 Quality Committee (QC)

Quality Committee Chair, Jan Walker, was not in attendance; however Board Chair, Jeff Gollob, reported that a new community member, Diana McNiven, has been appointed to the QC. The QC has not met since May 2019 and meets next on October 21, 2019.

5.4 Medical Advisory Committee (MAC)

Interim Chief of Staff, Dr. Keith Hay, referred to his pre-circulated written report and highlighted the following items: 2019-20 MAC Work Plan (Alternate Level of Care, Strengthening Mental Health and Addictions Care for Out/In Patients, MAID provision in Acute and Palliative Care, and Master Plan Engagement); correspondence from Rebecca Weeks of Midwifery Services of Haliburton-Bancroft regarding privileges for midwives. The Credentials Committee is now working on revising the application for hospital privileges to include midwives. It was clarified that courtesy hospital privileges for midwives would not include admissions or deliveries, but would be related to ultrasound and lab services and a medication for women who are RH negative.

5.5 Community Advisory Committee (CAC)

Chair of the CAC, John Smith, reported that the CAC met on September 12, 2019 and the meeting primarily focused on the mapping of patient experience/journey, which included a presentation by Don Ross regarding his experiences as a patient in Ontario's health care system and the subsequent work he has done as a patient advisor. A sub-committee will work with Vice-President, Community Programs, Stephanie MacLaren, regarding mapping of a patient experience journey at HHHS (volunteers who visit the Emergency Department regularly due to a chronic disease). The Committee meets next on November 7, 2019.

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:

- Haliburton Highlands Ontario Health Team (HHOHT)
 - brief initial meeting with Ministry of Health representative assigned to support HHOHT
 - at this point in time the bulk of work is focused on the OHTs that have been approved to date and after October 9 the remaining applications (such as the HHOHT's) will be addressed

(Continued...)

6.0 CEO's Report to the Board (Cont'd)

- physician recruitment is an ongoing area of focus, and HHHS is working with County of Haliburton, physician recruiter, Cheryl Kennedy; potential candidates being identified, but staffing of Emergency Department continues to be a challenge;
- master planning
 - HHHS has started a master planning process to determine future planning
 - Phase 1 will wrap up soon and has involved assessment of existing facilities and identifying options for future growth; this needs to be done first before determining if it is feasible to apply for additional Long-Term Care beds
 - Phase 2 will focus on more detailed stakeholder engagement and will take place in upcoming months
 - Phase 2 is dependent on funding, and HHHS has not received this yet

7.0 OLD BUSINESS / STANDING AGENDA ITEMS

No items.

8.0 NEW BUSINESS

8.1 Annual Accessibility Plan for 2019-20

The above-noted plan had been circulated to Board members with the agenda.

MOTION: Moved by Irene Odell, seconded by David O'Brien
THAT the Annual Accessibility Plan for 2019-20, 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 the following items: very successful Radiothon on Moose FM raised more than \$30K; focus this fall is on fundraising for equipment related to heart health; Cash for Care Lottery will be launched on September 30, 2019 and the final draw will be held on February 14, 2020. Don Ross was recognized for his support of the Foundation through the local artwork auction program.

9.2 Minden Health Care Auxiliary

Anne Stephens, Co-President of the Minden Health Care Auxiliary, was unable to attend but had circulated a written report in advance which outlined information on the following: successful Tag Day in July; live theatre event to take place October 5; raffle and annual Christmas Lunch. Fundraising efforts for 2019-20 will focus on raising \$30K for items needed for the Minden Emergency Department and Hyland Crest.

9.3 Haliburton Hospital Auxiliary

On behalf of the Haliburton Hospital Auxiliary, President Jacqui Clarkson, updated the Board on fundraising activities which included: good start to 2019-20 season with successful events to date; Tea and Geranium Sale and Tag Day raised over \$6,000; Midnight Madness and Boat Races raised \$7,100; International Dinner to be held on October 19, 2019. Current fundraising is for the purchase of two new beds for Haliburton Acute Care.

10.0 PUBLIC QUESTION PERIOD

Jenn Watt, The Echo, asked about the impact of Highland Wood on the current deficit. CEO Plummer responded that when beds aren't occupied by residents HHHS doesn't receive revenue, but still has expenses. The deficit associated with the closure during the roof replacement is mostly related to staffing costs. In order to ensure staff resources, Highland Wood employees were retained during the closure rather than laid off. Staff was redeployed wherever possible; however, there was still an excess of staff.

Joseph Quigley, The Highlander, asked what the Ministry of Health has done to help with the deficit associated with Highland Wood's closure. CEO Plummer responded that a funding request for the one-time funding pressure was submitted, but no response has been received to date.

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 31, 2019.

MOTION: Moved by Dave Bonham , seconded by Paul Morissette
THAT the meeting adjourn at 4:45 p.m.

Carried

Jeff Gollob, Board Chair

ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS

Source	Description	Responsibility	Completion
	No items		