

 <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 27, 2018</p>	<p>Time: 3:00 p.m. Location: Haliburton Board Room</p>

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

Board Chair, Jeff Gollob, called the Board Meeting to order at 3:15 p.m.

1.2 Approval of Agenda

MOTION: Moved by David O'Brien, seconded by John Kay
THAT the agenda be approved.

Carried

Past Board Chair, Dave Bonham, acknowledged the contributions of former Board member, Dale Robinson, and presented him with a gift of appreciation from HHHS. Dale Robinson sat on the Board of Directors from 2009 until 2017. He served as Board Chair from June 2010 to June 2012, and subsequently as Past Chair, Treasurer and Chair of the Finance Committee.

1.3 Conflict of Interest

There were no conflicts of interest declared.

2.0 Consent Agenda

MOTION: Moved by Dorothy Owens, seconded by Jane Adams
THAT the consent agenda of the September 27, 2018 Meeting of the Board of Directors, as follows, be approved:

(Continued...)

2.0 Consent Agenda (Cont'd)

BOARD OF DIRECTORS

THAT the Minutes of the Board of Directors' Meeting, held May 24, 2018, be approved.

FINANCE COMMITTEE

THAT the Terms of Reference, as attached, for 2018-19, be approved.

MEDICAL ADVISORY COMMITTEE

THAT the Minutes of the Medical Advisory Committee Meetings, held May 17 and June 14, 2018, be received.

COMMUNITY ADVISORY COMMITTEE

THAT the Minutes of the Community Advisory Committee Meetings, held June 7 and September 6, 2018, be received.

CORRESPONDENCE RECEIVED: (attached)

THAT the Minutes of the Hyland Crest Family Council Meetings, held June 18, 2018, be received.

THAT the Minutes of the Hyland Crest Residents' Council Meetings, held June 12, July 10 and September 12, 2018, be received.

THAT the Minutes of the Highland Wood Family Council Meetings, held June 18 and July 25, 2018, be received.

THAT the Minutes of the Highland Wood Residents' Council Meetings, held June 6, July 4, August 1, and September 8, 2018, 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 – Nil

5.0 COMMITTEE REPORTING

5.1 Executive Committee

Past Board Chair, Dave Bonham, reported that the Executive Committee met in June and September 2018 and had addressed some of the following matters: Community Advisory Committee response; succession planning for Board of Directors; accessibility audit and annual plan; volunteer appreciation event at Abbey Garden; accreditation update.

5.2 Finance Committee

David Gray, Finance Committee Chair, provided a report on the meeting of the Audit/Finance Committee, held on September 24, 2018. Operating results at end of July 2018 had been reviewed, along with an action plan that had been developed by the management team to address the deficit of \$250K.

(Continued...)

5.2 Finance Committee (Cont'd)

David Gray also read out a media release regarding HHHS' deficit position at the end of July.

MOTION: Moved by David Gray, seconded by Don Pierson
THAT the Financial Statements, as at July 2018, be approved.

Carried

5.3 Quality Committee (QC)

Chair of the Quality Committee, Jan Walker, reported that the QC has not met since May 2018 and its next meeting will be held on October 15, 2018.

5.4 Medical Advisory Committee (MAC)

Dr. Kristy Gammon, Chief of Staff, updated the committee on the business of the MAC, noting the most recent meeting was held on September 20, 2018. Meeting business had included some of the following matters: coverage of Emergency Department (ED) over the summer, recruitment of ED physicians; meeting with CEO at the Ministry of Health and Long-Term Care; physician recruitment efforts and working together with Family Health Team, Haliburton County, Central East LHIN and Health Force Ontario; work plan for MAC. With respect to Medical Assistance in Dying (MAID), the MAC will be looking to the Board for input and a Committee is being formed to move it forward, with a recommendation to the Board. (The service is currently not provided in the hospital).

5.5 Community Advisory Committee (CAC)

Chair of the Community Advisory Committee, John Smith, apprised the Board of the meeting business from the September 6, 2018 CAC meeting. Two new members, Mary McGee and Andy Campbell joined the CAC in September and the Committee is looking for representatives from Hyland Crest and Highland Wood Family Councils. The CAC reviewed the patient guide and submitted feedback to CEO, Carolyn Plummer, and four members of the CAC will meet with HHHS staff to move that forward.

6.0 Report of President and CEO

Referring to the CEO's report that was pre-circulated with the agenda, President and CEO, Carolyn Plummer, provided a report to the Board that included highlights on the following items:

- Federal, Provincial and Central East LHIN Updates
 - Ontario Hospital Association Leadership Summit
 - Ontario Government Review of Finances
- HHHS Updates
 - HHHS Operating Plan
 - accreditation activities continuing

(Continued...)

6.0 Report of President and CEO (Cont'd)

- HHHS Program Reports
 - Hospital Services
 - physician recruitment for the Haliburton Emergency Department continues to be challenging
 - new portable x-ray for Minden Emergency Department
 - Clinical Information System Update
 - BSO Funding for a BSO nurse
 - continuing education
 - Long-Term Care
 - respiratory outbreak
 - palliative care supports
 - Community Programs
 - “How Can We Help?” centralized intake process for Community Support Services
 - primary care memory clinic
 - community paramedicine program
 - Haliburton Youth Wellness Hub
 - expanding transportation services
 - Support Services
 - infrastructure repairs and replacements

7.0 OLD BUSINESS / STANDING AGENDA ITEMS

No items to report.

8.0 NEW BUSINESS

8.1 Accessibility Plan

The Accessibility Plan for 2018-19 and the updated Multi-Year Accessibility Plan (2017-22) were highlighted for the Board, and CEO Plummer informed the Board that an update audit of HHHS’ facilities was conducted this summer and the audit team included three individuals from the community with physical disabilities. Their input was of great value and confirmed that there were still areas for improvement in terms of accessibility.

Board members commended staff for including these individuals in the audit and ensuring that everything truly is accessible at HHHS’ sites.

MOTION: Moved by Dorothy Owens, seconded by David Gray
THAT the Accessibility Plan for 2018-19 and the updated Multi-Year Accessibility Plan (May 2017-May 2022), be approved.

Carried

8.2 Community Advisory Committee (CAC) – Board Response to Recommendations

Past Board Chair, Dave Bonham, reported that the CAC would be receiving a document from the Board responding to each of the Committee’s recommendations of April 2018.

9.0 FOUNDATION AND AUXILIARIES

9.1 HHHS Foundation

Lisa Tompkins, Executive Director of the HHHS Foundation, reported that equipment funding to date has been for new telemedicine equipment, as well as a new portable x-ray machine at Minden (funded by one donor). For the remainder of the year, the major capital equipment focus will be cardiac telemetry equipment costing over .5M dollars and 25% of this amount has been raised to date.

9.2 Minden Health Care Auxiliary

A written update was provided by the Co-President of Minden Health Care Auxiliary; Anne Stephens regarding the following: Tag Day in July, Feasting in the Highlands Raffle, and Wine on Wheels Raffle, Christmas Lunch, Bake Sale and Gift Sale.

9.3 Haliburton Hospital Auxiliary

Jacqui Clarkson, President of the Haliburton Hospital Auxiliary, provided the Board with an update on the Auxiliary's activities, which included: successful Trash and Treasures Sale in June; July was the most successful Tag Day to date and raised \$6,050; Boating Races in summer donations; participating in ColourFest in Haliburton Village; International Dinner in October, Christmas wreaths to be on sale (in hallway at hospital); December Open House; draw for Wheelbarrow of Wine; Acute Care – visitation from volunteers

Chair Gollob expressed the Board's appreciation for the work of the Foundation and Auxiliaries.

10.0 PUBLIC QUESTION PERIOD

There were no questions.

11.0 ADJOURNMENT AND NEXT MEETING

11.1 NEXT MEETING: The next meeting of the Board is to be held on October 25, 2018 at the Minden site.

MOTION: Moved by David Gray, seconded by John Kay
THAT the meeting adjourn at 4:15 p.m.

Carried

Jeff Gollob, Board Chair

ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS

Source	Description	Responsibility	Completion
September 27, 2018	No items		