

REGULAR OPEN MEETING of the BOARD OF DIRECTORS

Thursday, September 28, 2023 / 2:00 pm / HHS Boardroom

Members:	David O'Brien, Board Chair* Jane Adams, Director* Mark Bell, Director* Kurtis Bishop, Director*	John Herald, Director* Ted Parent, Director* Don Pierson, Director* Charlotte Snider, Director*
Ex-Officio:	Dr. Keith Hay, Chief of Staff V. Nelson, Interim CEO	Jen Burns-West, CNE & VP
Regrets:	Sharon Kaasalainen, Irene Odell, Diana McNiven, Dr. Norm Bottum, Darlene Moore	
Staff Resources:	Michel Henry, EA, Recorder	
Guests:	Gail Simon, Minden Health Care Auxiliary, Melanie Klodt Wong, HHS Foundation	

*counts toward quorum

1. **CALL TO ORDER**

David O'Brien, Chair, called the (Open) meeting to order at 2:00 pm.

1.1 **Quorum** – Quorum was confirmed.

1.2 **Approval of Agenda** – The agenda was reviewed. Thereafter, there was a **MOTION: That the agenda be approved as presented.**

John Herald/Mark Bell, **CARRIED.**

1.3 **Declarations of Conflict of Interest** – None declared.

1.4 **Land Acknowledgement** – The traditional land acknowledgement was recognized.

2. **CONSENT AGENDA**

Items identified as part of the consent agenda were pre-circulated and the related motions were presented as follows:

1. **MOTION:** That the minutes of the (Open) Board of Directors meeting of May 25, 2023 be approved as circulated.

2. **MOTION:** That the Board of Directors receive the draft open minutes of the Quality Committee dated September 20, 2023.

3. **MOTION:** That the Board of Directors receive the draft open minutes of the Finance, Resources & Audit Committee dated September 13, 2023.

4. **MOTION:** That the Board of Directors receive the minutes of the Hyland Crest Residents Council Meeting Minutes dated June, July, August and September 2023.

5. **MOTION:** That the Board of Directors receive the minutes of the Highland Wood Residents Council Meeting Minutes dated June, July, August and September 2023.

Thereafter, there was a

MOTION: That the Board of Directors approves motions 1 through 5 on the (Open) Consent Agenda for September 28, 2023 as presented.

Jane Adams/Kurtis Bishop, **CARRIED.**

3. BOARD BUSINESS – QUALITY COMMITTEE

3.1 Quality Improvement Plan (QIP) Dashboard – The Q1 results were reviewed with the low percentage of staff rating HHHS as a good place to work being particularly concerning. It was reported that the survey was done through a particularly turbulent period: ED consolidation, three years of COVID restrictions, and Code Grey. The action plan was described, and consideration would be given to repeating the survey in the Spring after the plans to revitalize the work culture had been implemented.

3.2 Accessibility Plan

The Accessibility Plan was included in the agenda package with one more item added, which was to ensure the audio equipment in the Boardroom was able to provide accommodation for individuals with hearing impairment. Various action items were described which included painting Hyland Crest with colours as recommended in the “Butterfly Method”. Beginning with the paint colours, the Long-Term Care facility will slowly move towards this highly touted approach of caring for individuals with dementia.

4. BOARD BUSINESS – FINANCE, RESOURCES & AUDIT COMMITTEE

HHHS finances remained in a deficit position due to unexpected retroactive compensation payments resulting from Bill 124. The need for purchased services had been lessened considerably in the last quarter. Confirmation had not yet been received if the government would pay for the ongoing compensation increases, which had not been included in the budget.

The next Finance, Resources and Audit Committee meeting will examine mitigation strategies.

5. REPORTS

5.1 Report of the Chief of Staff – Dr. Hay had submitted a written report. In addition, it was reported that physicians had been experiencing challenges transferring patients who are too sick to remain at HHHS, yet do not require admission to the Intensive Care Unit (ICU). Dr. Hay reported that he would be working with PRHC and RMH on this issue.

MOTION: That the Board of Directors receives the Report of the Chief of Staff for September 28, 2023.

Ted Parent/ John Herald, **CARRIED.**

5.2 Report of the Interim Chief Executive Officer – In addition to the written report, the following update was given:

- It was reported that on October 23rd, St. Elizabeth Healthcare and Paramed would be opening a community nursing clinic in a portion of the former Minden emergency department space next to the Minden Urgent Care Clinic.
- New “*Building Ontario Businesses Initiative Act (BOBIA)*” rules for procurement have been announced with further details to be released when it comes into effect on January 1, 2024.
- A key local stakeholder meeting was held earlier this month focusing on communication strategies should HHHS be required to close the ED temporarily. HHHS reported that temporary closure protocols and communications plans are being updated to reflect the recent Ontario Health Guidelines, the single site ED and input from partners. At this time, temporary ED closure is not anticipated, however, this year’s flu and COVID season are expected to be extensive which may compound physician and staffing pressures. All key stakeholders were not included in this initial session; however, plans to expand the reach are progressing.
- In follow-up to the summer Town Halls, an evaluation survey will be available on our website. The responses will be used to improve community engagement and collaboration strategies. The survey will be open for one month.

Following an opportunity for discussion, there was a

MOTION: *That the Board of Directors receives the Report of the Interim President & CEO for September 28, 2023.*

Mark Bell/Kurtis Bishop, **CARRIED.**

5.3 Report of the President of the Minden Health Care Auxiliary – The President of the Minden Health Care Auxiliary, Gail Simon, reported there are approximately 40 members of the Minden Auxiliary, with 30 who actively participate. The Auxiliary had provided donations to purchase the paint for the Hyland Crest refresh. Ms. Simon reported on a meeting that had taken place with the Interim CEO and encouraged the same transparency going forward. Following her report, the President of the Minden Auxiliary took her leave of the meeting.

5.4 Report of the Executive Director of the Haliburton Highlands Health Services Foundation
The success of the Matt Duchene Golf Tournament was reported, raising a record \$209K in support of the Diagnostic Imaging Equipment campaign. The Radio-thon raised \$30K and the funds would be designated for a new van for Community Support Services. It was reported that the donor demographics had changed since the ED consolidation, however, those who donate, donate more. The Foundation is working on their capital campaign and the holiday campaign. The search is on for champions who are wishing to donate in a substantial way. The Foundation is also searching for Board members.

6. **OTHER BUSINESS**

6.1 Terms of Reference, Community Advisory Committee – An email that had been received from a founding member of the Community Advisory Committee was read aloud. Following the suggestions provided, it was agreed to increase the number of meetings per year. A suggestion was also received to put applications in the ED and Acute Care areas.

There was a

MOTION: *That the Board of Directors approves the proposed Terms of Reference for the Community Advisory Committee as amended.*

Kurtis Bishop/Mark Bell, **CARRIED.**

6.2 Terms of Reference, Governance and Planning Committee – The Governance and Planning Committee is scheduled to meet in November, and Terms of Reference is required. A proposal was circulated within the agenda package and it was noted to align with the OHA Guide for Good Governance, Third Edition.

There was a

MOTION: *That Board of Directors approves the proposed Terms of Reference for the Governance & Planning Committee as presented.*

John Herald/Jane Adams, **CARRIED.**

7. MOTION TO ADJOURN THE OPEN MEETING & MOVE INTO THE CLOSED MEETING

On a motion by Ted Parent and Kurtis Bishop, the Open meeting adjourned at 2:55 pm and the Board moved into its Closed meeting.

Chair

Date