



HALIBURTON HIGHLANDS HEALTH SERVICES (HHHS)

MINUTES

REGULAR OPEN MEETING of the BOARD OF DIRECTORS

Thursday, March 26, 2026 / 2:00 pm / HHHS Boardroom - Haliburton

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| Members: | Irene Odell, Board Chair* Al Aubry, Director* Mark Bell, Director* Kurtis Bishop, Director* Jennifer Dailloux, Director* | Diana McNiven, Director* Connie Phillipson, Director* Charlotte Snider, Director* Michael Tambosso, Director* Clifford Ottaway, Director* |
| Ex-Officio: | Jen Burns West, Interim CEO Dr. Paul Faulkner, Chief of Staff | Victoria Miscio, Interim CNE & VP |
| Regrets: | Liz Danielson, Director Dr. Ana Costea, Pres. of Medical Staff | Sharon Kaasalainen, Director |
| Staff Resources: | Michel Henry, EA, Recorder | |

*counts toward quorum

1. CALL TO ORDER

Irene Odell, Chair, called the (Open) meeting to order at 2:00 pm, and provided a warm welcome to incoming CEO, Jack Hutchison.

1.1 Quorum – Quorum was confirmed.

1.2 Review of Agenda – The agenda was reviewed with no additional items suggested.

1.3 Declarations of Conflict of Interest – None declared.

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 draft minutes of the (Open) Board of Directors meeting of February 26, 2026 be approved as circulated.

2. MOTION: That the (OPEN) draft minutes of the Quality Committee meeting of March 10, 2026 be received as circulated.

3. MOTION: That the Integrated Risk Management Policy POL.ALL.35582 be approved.

4. MOTION: That the Regional Policy Safe Use of Artificial Intelligence (AI) Policy POL.ALL.40152 be approved.

5. MOTION: That the (OPEN) draft minutes of the Finance, Resources & Audit Committee meeting of March 12, 2026 be received as circulated.

6. **MOTION:** That the Notice and Extension of Hospital Service Accountability Agreement (HSAA) be signed on behalf of the Board.

7. **MOTION:** That the minutes of the Highland Wood Residents Council meeting of March 2026 be received.

Discussion took place on the Regional Policy Safe Use of Artificial Intelligence (AI) Policy, noting that it is an Epic policy and stored in an Epic folder in our Document Management System.

Thereafter, there was a

MOTION: *THAT the Board of Directors approves motions 1 through 7 on the (Open) Consent Agenda*
Mark Bell/ Michael Tambosso, **CARRIED.**

3. **BOARD BUSINESS – QUALITY, GOVERNANCE & PLANNING COMMITTEE**

3.1 **Board of Directors, Performance Evaluation, CEO & COS POL.GOV.37543**

Committee Chair Diana McNiven reviewed the proposed changes in the policy. It was noted that the comprehensive 360-degree feedback is not meant to be annually, and the simpler proposed version was discussed. Following an opportunity for discussion in which a minor change was made, there was a

MOTION: *THAT the Board of Directors approves the Board of Directors, Performance Evaluation, CEO & COS Policy POL.GOV.37543 with a minor edit.*

Connie Phillipson/Diana McNiven, **CARRIED.**

3.2 **Integrated Accessibility Standards Policy POL.ALL.26515**

Interim CEO Burns West reported on the suggested changes in the Integrated Accessibility Standards Policy. Grammatical suggestion were made.

Following an opportunity for discussion, there was a

MOTION: *THAT the Board of Directors approves the Integrated Accessibility Standards Policy POL.ALL.26515 with the suggested changes incorporated.*

Cliff Ottaway/ Michael Tambosso, **CARRIED.**

4. **BOARD BUSINESS – FINANCE, RESOURCES & AUDIT COMMITTEE**

4.1 Items to be discussed in the closed meeting.

5. **BOARD BUSINESS – EXECUTIVE COMMITTEE**

5.1 There were no items to discuss.

6. **REPORTS**

6.1 **Report of the Interim President & CEO**

Jennifer Burns West, Interim President and CEO highlighted various items included in her pre-circulated report, noting the approval of HHHS to participate in the Ontario Breast Screening Program which allows patients to book a mammogram without a physician referral. Commencing May 2nd, HHHS will be participating in the Ontario Lung Screening Program by providing low-dose CT scans to qualified patients without the need for a referral. New collaboration with Public Health regarding vaccine pick-up and storage was discussed.

Following an opportunity for discussion, there was a

MOTION: THAT the Board of Directors receives the report of the Interim President & CEO.

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

7. OTHER BUSINESS

7.1 Briefing Note – HHHS Corporate Membership March 2026

A summary of applicants for corporate membership was reviewed, with one new application being received.

MOTION: THAT the Board of Directors approves the Annual Membership for those Applicants listed bringing the total to 29 Members.

Cliff Ottaway/Diana McNiven, **CARRIED.**

7.2 Next Meeting Date: May 28, 2026

8. FOR INFORMATION

8.1 2026-2029 Central East Regional Cancer Program Strategic Plan

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

On a motion by Cliff Ottaway, the open meeting adjourned at 2:29 pm. Following a brief break, the closed portion of the meeting would commence at 2:45 pm.

Chair

Date