



HALIBURTON HIGHLANDS HEALTH SERVICES
MINUTES

REGULAR OPEN MEETING of the BOARD OF DIRECTORS
Thursday, January 30, 2025 / 2:00 pm / HHS Boardroom

Members: Irene Odell, Board Chair*
Diana McNiven, Director*
Kurtis Bishop, Director*
Sharon Kaasalainen, Director*
Clifford Ottaway, Director*
Dr. Keith Hay, Chief of Staff
Liz Danielson, Director*
Mark Bell, Director*

John Herald, Director*
Connie Phillipson, Director*
Don Pierson, Director*
Charlotte Snider, Director*
Michael Tambosso, Director*
Al Aubry, Director*
Jennifer Dailloux, Director*

Ex-Officio: Veronica Nelson, CEO

Jen Burns-West, CNE & VP

Regrets: Dr. Norm Bottum

Guest: Ulvi iskhagi-Bayat, CFO

Staff Michel Henry, EA, Recorder

Resources:

*counts toward quorum

1. **CALL TO ORDER**

Irene Odell, Chair, called the (Open) meeting to order at 1:45 pm.

1.1 **Quorum** – Quorum was confirmed.

1.2 **Approval of Agenda** – The agenda was reviewed and there were no changes.

MOTION: *THAT the agenda be approved as circulated.*

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 draft minutes of the (Open) Board of Directors meeting of November 28, 2024 be approved as circulated.

2. **MOTION:** That the (OPEN) draft minutes of the Quality, Governance & Planning Committee meeting of January 14, 2025 be received as circulated.

3. **MOTION:** That the Board of Directors approves the Disclosure of Critical Incident Policy POL.ALL.26474 and archives Board Policy 15, Disclosure of Harm and Critical Incident Policy POL.GOV.34785.

4. **MOTION:** That the Board of Directors approves the Land Acknowledgement Policy POL.ALL.38206.

5. **MOTION:** That the (OPEN) draft minutes of the Finance, Resources & Audit Committee meeting of January 16, 2025 be received as circulated.

6. **MOTION:** That the minutes of the Hyland Crest Residents Council meeting of November 18, 2024 be received.

7. **MOTION:** That the minutes of the Hyland Crest Residents Council meeting of December 9, 2024 be received.

8. **MOTION:** That the minutes of the Hyland Crest Residents Council meeting of January 13, 2025 be received.

9. **MOTION:** That the minutes of the Hyland Crest Family Council meeting of January 6, 2025 be received.

10. **MOTION:** That the minutes of the Highland Wood Residents Council meeting of November 14, 2024 be received.

11. **MOTION:** That the minutes of the Highland Wood Residents Council meeting of January 20, 2025 be received.

Thereafter, there was a

MOTION: *THAT the Board of Directors approves motions 1 through 11 on the (Open) Consent Agenda for January 30, 2025.*

Diana McNiven/Michael Tambosso, **CARRIED.**

3. BOARD BUSINESS – QUALITY, GOVERNANCE & PLANNING COMMITTEE

3.1 Q3 Goals and Objectives Update

CEO Veronica Nelson provided a review of the Goals and Objectives for Q3 noting that:

- Accreditation Canada requested data to support the new initiatives rolled out (in July).
- Just Culture has been introduced to all staff.
- Performance reviews were well underway, and staff are appreciative of the feedback.
- Electronic platforms have been implemented and are working well.
- Data will be collected from performance reviews in March and education will be provided.
- Electronic payroll sign in/sign out process was reported to be in development and will

be trialed with a small group before a full rollout.

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

4.1 Audit Process

The Board of Directors reviewed documentation that had been received from BDO effectively resigning as HHHS' auditors leaving a vacancy. Engagement letters are ready with the replacement firm MNP effective December 31, 2024. It was noted that the audit work remains on schedule, and the cost aligns with the former BDO agreement.

Thereafter, there was a

MOTION: THAT the Board of Directors approves MNP as the Audit firm for fiscal 2024-25 under the same terms and conditions as BDO.

Michael Tambosso/Kurtis Bishop, **CARRIED.**

5. **BOARD BUSINESS – EXECUTIVE COMMITTEE**

5.1 No meeting was held this month.

6. **REPORTS**

6.1 Report of the Chief of Staff

In addition to his written report, Dr. Hay informed the Board that the new credentialing software had the ability to include medical directives for annual sign-off/approval which would expedite patient care. Dr. Ben Chen, General Internist, had his first outpatient clinic seeing 5 patients that day. He had committed to a clinic once a month for six months as a pilot project. A gynecologist would be starting a similar clinic in April. Dr. Hay would be speaking with a pediatrician and a geriatrician regarding their interest in a similar concept. In response to a question, it was reported that mental health professionals as well as consultants continue to leverage the HHHS Ontario Telemedicine Network (OTN).

MOTION: THAT the Board of Directors receives the Report of the Chief of Staff.

Diana McNiven/Don Pierson, **CARRIED.**

6.2 Report of the Chief Executive Officer

In addition to the written report, an update was given regarding the *More Convenient Care Act* and the long-term care legislative changes and the registration of Personal Support Workers (PSW) where HHHS is supporting PSWs to become registered. It was reported that the name Minden Health Hub has been registered and will be used to identify the Minden site. Further communications that describe the services at the MHH will be shared in time. The 2006 contract with LifeLabs was highlighted noting that HHHS is making efforts to renew it although there has been no response yet. It was further reported that HHHS was now part of the EVT (endovascular thrombectomy) Central East Stroke Network and eligible patients will receive care locally due to the availability of the CT Scanner.

Following an opportunity for discussion, there was a

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

Mark Bell/Connie Phillipson, **CARRIED.**

7. **OTHER BUSINESS**

7.1 Strategic Plan Refresh

CEO Nelson spoke to the work done on refreshing the strategic plan noting the final changes as suggested at the Board retreat the previous day.

Following an opportunity for discussion, there was a

MOTION: THAT the Board of Directors approves the 2025-2028 Strategic Plan Refresh.

John Herald/Jen Dailloux, **CARRIED.**

7.2 Chief of Staff Goals and Objectives

Dr. Keith Hay reviewed his goals and objectives submitted for Q3.

Following discussion, there was a

MOTION: THAT the Board of Directors receives the Goals and Objectives of the COS.

Diana McNiven/Mark Bell, **CARRIED.**

7.3 Chief Executive Officer Goals and Objectives

CEO Nelson reviewed her goals and objectives, updating the Board on her advocacy work. A question was received regarding Ontario Health Teams, and it was reported that all OHTs have been mandated under the new Primary Care Action Plan to connect patients registered with Health Care Connect with a primary care provider by 2026 and furthermore to have 100% primary care coverage within the OHT's geography by 2029.

Following an opportunity for discussion, there was a

MOTION: THAT the Board of Directors receives the Goals and Objectives of the CEO.

John Herald/Jen Dailloux, **CARRIED.**

7.4 ENHANCE Ontario (Epic) Integration Notice – CEO Nelson advised the Board that a lengthy document would be reviewed by the Finance, Resources and Audit Committee and the Board at their next meetings.

7.5 Next Meeting Date – February 27, 2025

8. **FOR INFORMATION**

8.1 Haliburton Kawartha Pine Ridge Health Unit Notice of Merger

8.2 OHA Professional Scopes of Practice: Recent Changes

8.3 Risk Note – Directors and Officers (HIROC)

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

On a motion by Mark Bell, the open meeting adjourned and following a brief break, the closed portion of the meeting would commence.

Chair

Date