

 <p><i>Leaders in Innovative Rural Health Care</i></p>	<p><b>HALIBURTON HIGHLANDS HEALTH SERVICES</b></p> <p><b>OPEN SESSION</b> <b>Minutes of the Meeting of the Board of Directors</b></p>
<p><b>Date: May 24, 2018</b></p>	<p><b>Time: 3:00 p.m.</b> <b>Location: Haliburton Board Room</b></p>

<p><b>Members present:</b></p> <p>Dave Bonham, Board Chair Carolyn Plummer, President and CEO Jane Adams David Gray John Kay Paul Morissette Dorothy Owens Don Pierson Jan Walker Dr. Kristy Gammon, Chief of Staff Linda Hunter, VP, Clinical Services / Chief Nursing Executive</p>	<p><b>Administration:</b></p> <p>Marlene Vieira, Executive Assistant (Recorder) Kathy Newton, VP, Clinical Services/CFO Stephanie MacLaren, VP, Community Services</p> <p><b>Regrets:</b></p> <p>Dr. Norm Bottum, President of Medical Staff Scott Addison Jeff Gollob</p>
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**SPECIAL PRESENTATION RE YOUTH WELLNESS HUB**

Vice-President, Community Services, Stephanie MacLaren provided a presentation to the Board on the youth wellness hub that will be established in Haliburton County. She was joined by Mary Sisson and Lindsay Kerkoff from Point-in-Time, and Joey, youth advisor, The presentation included a PowerPoint and video that highlighted the following information regarding the youth hub: funding; Youth Wellness Hub Ontario; strength of Haliburton County’s proposal; youth engagement; governance model; HHHS involvement; next steps; future state.

Questions of clarification were then responded to and Board Chair, Dave Bonham, thanked Stephanie MacLaren and those joining her for the informative overview of plans for the Youth Wellness Hub.

**1.0 CALL TO ORDER**

Board Chair, Dave Bonham, called the Board Meeting to order at 3:00 p.m.

**1.2 Approval of Agenda**

**MOTION:** Moved by David Gray, seconded by John Kay  
**THAT** the agenda be approved.

**Carried**

**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 May 24, 2018 Meeting of the Board of Directors, as follows, be approved:

### **BOARD OF DIRECTORS**

**THAT** the Minutes of the Board of Directors' Meeting, held March 29, 2018, be approved.

### **MEDICAL ADVISORY COMMITTEE**

**THAT** the Minutes of the Medical Advisory Committee Meeting, held March 15 and April 19, 2018, be received.

### **COMMUNITY ADVISORY COMMITTEE**

**THAT** the Minutes of the Community Advisory Committee Meeting, held April 12, 2018.

### **CORRESPONDENCE RECEIVED: (attached)**

**THAT** the Minutes of the Hyland Crest Family Council Meetings, held March 25 and April 17, 2018, be received.

**THAT** the Minutes of the Hyland Crest Residents' Council Meetings, held April 10 and May 8, 2018, be received.

**THAT** the Minutes of the Highland Wood Family Council Meetings, held March 28 and April 25, 2018, be received.

**THAT** the Minutes of the Highland Wood Residents' Council Meetings, held April 4 and May 2, 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**

Board Chair, Dave Bonham, reported that the Executive Committee met on May 14, 2018 and the meeting addressed some of the following matters: Regional Collaborative Governance meeting had included a presentation on the risk management system used at Peterborough Regional Health Centre; Nominating Committee update; cultural safety. President and CEO, Carolyn Plummer, explained that HHHS will be posting plaques at its sites to recognize the land of First Nations people.

It was noted that a new conflict of interest policy is required as part of new compliance requirements associated with the LHIN's Hospital Service Accountability Agreement.

**MOTION:** Moved by John Kay, seconded Don Pierson  
**THAT** the Conflict of Interest Policy (as attached), be approved.

**Carried**

### 5.1 Executive Committee (Cont'd)

The Executive Compensation Plan had been posted for public comment, as outlined in provincial legislation, and no feedback had been received.

**MOTION:** Moved by Don Pierson, seconded Jane Adams  
**THAT** the Final Executive Compensation Plan for Haliburton Highlands Health Services (as attached), be approved.

**Carried**

Chair Bonham reported that the Board and other stakeholders had attended a meeting in December 2017 to develop a refresh on HHHS' Strategic Plan. A report summarizing the feedback at that meeting was provided by the consultant facilitator and the executive leadership team of HHHS had then developed a formal plan for the Strategic Plan Refresh 2018-2021.

**MOTION:** Moved by Dorothy Owens, seconded Paul Morissette  
**THAT** the Strategic Plan Refresh 2018-2021 (as attached), be approved.

**Carried**

### 5.2 Finance Committee

David Gray, Finance Committee Chair, provided a report on the meeting of the Audit/Finance Committee, held on May 24, 2018, prior to the Board Meeting. The focus of the meeting was the presentation of the draft audited financial statements for year-end, March 2018; however, the Finance Committee also reviewed the final Capital Equipment List for 2018-19 and recommended its approval by the Board. The list is comprised of equipment totaling \$3,755,011. The Foundation and Auxiliaries have each been given a short-list of items for fundraising.

**MOTION:** Moved by David Gray, seconded by Don Pierson  
**THAT** the Capital Equipment List for 2018-19 (as attached), be approved.

**Carried**

### 5.3 Quality Committee (QC)

Chair of the Quality Committee, Jan Walker, provided a report on the QC Meeting held on May 14, 2018, which had addressed the following matters: 2017-18 year-end Quality Report on Hospital, Community Services, and Human Resources/Infection Control; risk management report.

She commended President and CEO, Carolyn Plummer, and HHHS staff on the work that has been done on the quality reporting and development of indicators, as well as the risk management report. Chair Bonham echoed compliments on the improvements in reporting to the Quality Committee.

#### **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 May 17, 2018. Meeting business had included ongoing work plans and discussion about staffing of the Haliburton Emergency Department.

Contributions of Dr. Doug Fiddler were acknowledged as he had recently retired. Dr. Fiddler was recognized as a stalwart force of the Minden Emergency Department since 1995.

#### **5.5 Community Advisory Committee (CAC)**

Chair of the Community Advisory Committee, John Smith, apprised the Board of the meeting business from the last CAC meeting. He spoke about the recommendations of the CAC recently submitted to the Board and, while recognizing that some of those are not within the purview of the HHHS Board, noted that the CAC wanted to raise awareness of the needs of the community. John Smith asked that the Board decide priorities and then engage the CAC to help move some things forward.

Chair Bonham noted that HHHS will be entering a master plan process this year and the CAC's report will be taken under advisement as that is developed.

#### **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
  - National Framework on Palliative Care
  - Update on recent funding announcements
  - New Long-Term care beds throughout Central East LHIN
- HHHS Updates
  - Strategic Plan Refresh Update
  - preparation for accreditation process is underway for May 2019 accreditation
  - Peterborough Regional Health Centre and Ross Memorial Hospital are working on integration plan; however, HHHS has received commitment that current shared services will not be interrupted
- HHHS Program Reports
  - Community Programs
    - Haliburton Youth Wellness Hub application approved and partnership with Point-in-Time and others
  - Clinical Services
    - Physician recruitment for the Emergency Departments continues to be extremely challenging especially for the upcoming summer months and ongoing efforts are focused on recruiting
    - new Telemedicine equipment now in operation; excellent quality
  - Support Services
    - Facilities Update (infrastructure projects)
    - Year-End Audit

## **7.0 OLD BUSINESS / STANDING AGENDA ITEMS**

No items to report.

## **8.0 NEW BUSINESS**

### **8.1 Corporation's Membership List for 2018**

The current membership list for HHS' Corporation for the 2018-19 year had been pre-circulated to the Board.

**MOTION:** Moved by Dorothy Owens, seconded by John Kay  
**THAT** the Haliburton Highlands Health Services Corporation Membership List for 2018-19, as attached, be approved.

**Carried**

## **9.0 FOUNDATION AND AUXILIARIES**

### **9.1 HHS Foundation**

Lisa Tompkins, Executive Director of the HHS Foundation, reported that the Cash for Care Lottery final draw is to be held May 30. Hike for Hospice held on May 6 raised over \$11,000. Staff of the Foundation and HHS staff and Board Chair were thanked for their assistance with ensuring a successful event.

### **9.2 Minden Health Care Auxiliary**

No report was provided by the Co-Presidents of Minden Health Care Auxiliary; however, a report had been pre-circulated to the Board and included updates on the following: Canada Day booth and annual Tag Day; September Bridge and Euchre Card Party; Feasting in the Highlands dinner winner; Tea and Gift Sale; Wine on Wheels winner.

### **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: presentation of \$90,000 cheque for equipment for Haliburton Hospital; Gift Shop raised \$7,000 in 2017-18; Geranium Tea raised over \$4,000; Quilt raffles; Wheelbarrow of Wine tickets; Trash and Treasure Day in June; Tag Day in July; Midnight Madness and Colourfest in August and September. The Auxiliary will focus on fundraising for equipment for the Haliburton Emergency Department and Acute Care for 2018-19 and has committed to raising \$45,000.

## **10.0 PUBLIC QUESTION PERIOD**

Jenn Watt of The Echo asked for the Community Advisory Committee's report and recommendations to the Board. CAC Chair, John Smith, agreed to forward to her and to The Highlander as well.

**11.0 ADJOURNMENT AND NEXT MEETING**

**11.1 NEXT MEETING:** The next meeting of the Board is to be held on June 21, 2018 at the Minden site.

**MOTION:** Moved by Paul Morissette, seconded by David Gray  
**THAT** the meeting adjourn at 4:10 p.m.

**Carried**

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Dave Bonham, Board Chair

**ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS**

<b>Source</b>	<b>Description</b>	<b>Responsibility</b>	<b>Completion</b>
May 24, 2018	There were no items for follow up.		