

 <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: October 26, 2017</p>	<p>Time: 3:00 p.m. Location: Minden Board Room</p>

<p>Members present:</p> <p>Dave Bonham, Board Chair Carolyn Plummer, President and CEO Jeff Gollob, Vice-Chair Scott Addison David Gray John Kay Paul Morissette Dorothy Owens Don Pierson Jan Walker (<i>via telephone</i>)</p> <p>Dr. Kristy Gammon, Chief of Staff</p>	<p>Administration:</p> <p>Marlene Vieira, Executive Assistant (Recorder) Kris Baird, Director, Human Resources Kathy Newton, VP, Support Services / CFO</p> <p>Regrets:</p> <p>Annette Richardson Dr. Norm Bottum, President of Medical Staff Laura Green, VP, Clinical Services / CNE</p>
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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

A motion from the Finance Committee regarding investment services was added to Item 5.2.

MOTION: Moved by Dorothy Owens, seconded by David Gray
THAT the agenda be approved, as amended.

Carried

1.3 Conflict of Interest

There were no conflicts of interest declared.

2.0 Consent Agenda

MOTION: Moved by Don Pierson, seconded by Jeff Gollob

The consent agenda of the September 28, 2017 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 September 28, 2017, be approved.

MEDICAL ADVISORY COMMITTEE

THAT the Minutes of the Medical Advisory Committee Meeting, held September 21, 2017, be received.

QUALITY COMMITTEE

THAT the Terms of Reference for the Quality Committee, as attached, be approved.

COMMUNITY ADVISORY COMMITTEE

THAT the Minutes of the Community Advisory Committee, held June 8, 2017, be received.

CORRESPONDENCE RECEIVED: (attached)

THAT the Minutes of the Hyland Crest Family Council Meeting held September 19, 2017, 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 September 18, 2017. Meeting business had included the following: Strategic Plan Refresh; Board Skills Matrix; Clinical Information Systems; Community Advisory Committee Terms of Reference. As well, Board representation at events had been discussed, and it was agreed a calendar of events would be developed with a sign-up list to ensure that there is representation of the Board at future events. Questions of clarification were responded to regarding how the role of the Community Advisory Committee may change.

5.2 Finance Committee

David Gray, Finance Committee Chair, apprised the Board of the status of the Palliative Centre project, noting that it is expected to be completed on or slightly below budget. Second quarter financial results will be presented at the November Finance Committee Meeting. A report was also provided regarding investment strategies that were discussed and approved by the Finance Committee, and the following motion was presented regarding engagement of CIBC Wood Gundy for the Corporation's investment services.

MOTION: Moved by David Gray, seconded by John Kay
THAT the attached resolution regarding investment management services provided by CIBC Wood Gundy be approved.

Carried

5.3 Quality Committee (QC)

Chair of the QC, Jan Walker, reported that the QC met on October 16, 2017 and discussed the following: Q4 2016-17 results for Mental Health and Addictions and Long-Term Care; Q1 2017-18 results for Community Support Services, Hospital, and Human Resources/Occupational Health and Infection Control; Rolling Work Plan for 2017-18; Disclosure/Reporting of Sentinel Events

5.4 Medical Advisory Committee (MAC)

Dr. Kristy Gammon, Chief of Staff, updated the committee on the business of the MAC, noting a meeting had been held on October 19. Discussion had included some of the following matters: credentials process and police record checks; letter from medical staff to MAC regarding the care of ALC patients in Acute Care awaiting Long-Term Care placements.

5.5 Community Advisory Committee (CAC)

There was no report.

6.0 Report of President and CEO

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

- Provincial and LHIN News (LHIN Sub-Region Planning Tables and Bill 160 – *Strengthening Quality and Accountability for Patients Act, 2017*)
- Code Grey – Disruption in Telephone Services
- Physician Staffing
- ALC challenges
- Strategic Planning Refresh
- Rural Health Hub Update
- Youth Suicide Prevention and Wellness Forum
- Clinical Information System Update
- Behavioural Supports Ontario Funding
- Facility Projects Update

Retiring Director of Facilities and Projects, Peter Fearrey, was acknowledged for his significant contributions during his 43 years with HHHS.

7.0 OLD BUSINESS / STANDING AGENDA ITEMS

No items to report.

8.0 NEW BUSINESS

There were no new business items.

9.0 FOUNDATION AND AUXILIARIES

9.1 HHS Foundation

Lisa Tompkins, Executive Director of the HHS Foundation, apprised the Board on the fundraising of the Foundation, which included: community outreach through Hometown Hockey and Volunteer Wellness Fair; Cash for Care Lottery Launch on November 30; Christmas mail campaign.

Foundation board chair, Peter Oyler, spoke about the importance of both boards' members attending events. He also acknowledged the diligence of HHS staff in completing the Palliative Centre project on budget.

9.2 Minden Health Care Auxiliary

Marie Lennard, Co-President of the Minden Health Care Auxiliary, provided highlights of the Minden Health Care Auxiliary's work, which included: Central East Meeting of Auxiliary Presidents and Vice Presidents; December General Meeting; Hoedown for Health Fundraiser on November 18; Wine on Wheels Raffle; restocking of Gift Shop.

9.3 Haliburton Hospital Auxiliary

Jacqui Clarkson, President of the Haliburton Hospital Auxiliary, informed the Board about activities of the Auxiliary, including: \$15K raised through the October International Dinner; corsages and boutonnieres for Highland Wood residents' Gala Dinner; serving at Highland Wood Tea; Quilt Draw; Wheelbarrow of Wine; December Gift Shop Open House and Bake Sale; Christmas Ornaments.

10.0 PUBLIC QUESTION PERIOD

Mark Arike of *The Highlander* asked questions about the Palliative Centre; Finance Committee Chair, David Gray responded.

Kenny Trenton of *MooseFM* asked questions about the CEO's report with respect to the Youth Suicide Prevention and Wellness Forum. CEO, Carolyn Plummer, responded.

11.0 ADJOURNMENT AND NEXT MEETING

11.1 NEXT MEETING: The next meeting of the Board is to be held on November 30, 2017 in the Minden Board Room.

MOTION: Moved by David Gray, and seconded by Don Pierson
THAT the meeting adjourn at 3:55 p.m.

Carried

Dave Bonham, Board Chair

ACTION ITEMS / FOLLOW-UP FROM BOARD MEETINGS

Source	Description	Responsibility	Completion
October 26, 2017	No items for follow-up.		