

DATE: Tuesday, April 22, 2025

TIME: 1700 hours

PLACE: Hybrid (HDH Boardroom/Virtual)

PRESENT: Voting Directors: Tina Shier (Chair), Pamela Matheson (Vice Chair), Don Butland, Leigh

Butler, Réjane Dunn, Lorna Eadie Hocking, Keith Hopkins, Corwin Leifso, Cathy Lansink,

Terry Leis,

Non-Voting Directors: Dr. Nick Abell (President of Medical Staff), Dana Howes (President and CEO), Saskia MacMillan (VP of Patient Care/CNE), Dr. Randy Montag

(Chief of Staff)

Invited Staff: Kim Mighton (Vice President of Finance & Operations), Victoria Cumming

(Recording Secretary), Paul Burke (Manager of Facilities)

REGRETS: *Voting Directors:* Chris Prues

Non-Voting Directors & Invited Staff: Dr. Tim Heerema (Vice President of Medical Staff)

1. CALL TO ORDER

T. Shier called the meeting to order at 1700 hours and provided opening remarks.

2. LAND ACKNOWLEDGMENT

T. Shier provided the Land Acknowledgment statement.

3. APPROVAL OF AGENDA

Moved and Seconded

THAT the agenda be approved as presented.

MOTION CARRIED

4. DECLARATION OF ANY CONFLICT OF INTEREST

No conflicts were declared, and the group was reminded to declare a conflict of interest should one arise.

5. MISSION, VISION, VALUES

The Board reviewed the Mission, Vision, and Values and were asked to keep them in mind throughout the meeting.

6. PRESENTATION: MAINTENANCE & OPERATIONS DEPARTMENT

P. Burke, Manager of Facilities, provided a presentation on the Maintenance and Operations Department. The presentation included information about the hospital's building, water, power, cooling, heating, gas etc. The presentation ended with a walking tour of the boiler room.

Key Questions and Responses:

- *Main Electrical Switch*: Life span is variable. The team ensures preventative maintenance is performed which includes testing to indicate potential issues.
- Oxygen Supply: Provided by Praxair who fills the main tank. Backup tanks are available if the primary supply is depleted. But this is monitored closely.
- Cooling Towers: It was clarified that the system uses metered water and this is evaporated.
- Emergency Power Transition: When switching to generator power in an emergency, power

can be restored within a minute. Critical equipment (Surgical Services, Emergency, Laboratory and IT infrastructure) is connected to UPS systems to maintain power during the transitions. The generator is tested on a weekly basis.

- *Monitoring Systems*: Maintenance staff are on call 24/7 and crucial equipment is connected to alarm systems that automatically notify staff when issues arise.
- Facility Condition: The maintenance area received compliments for its cleanliness and organization.

7. STRATEGIC MATTERS

7.1 Emergency Department Renovation Update

D. Howes provided a briefing note in the agenda that highlighted the proposed Emergency Department renovation is progressing, with Ontario Health reviewing the pre-capital submission and requesting confirmation of the Foundation's fundraising commitment, which has been provided. The letter of endorsement from the Foundation was attached for information. HDH is now awaiting Ontario Health's endorsement to move to the next phase of the capital planning process.

7.2 Physician Recruitment Update

D. Howes provided an update on physician recruitment activities. HDH has officially signed with MedFall and has reviewed advertisements that will be distributed, along with draft contracts that will be paired with return of service agreements. MedFall has advised that recruiting a physician with combined family practice and emergency department qualifications will be challenging. More information regarding these recruitment efforts will be forthcoming.

8. OFFICER REPORTS

8.1 Board Chair Report

T. Shier reported on the events/meeting she attended throughout the month of March. There was no further discussion.

8.2 President & CEO Report

- D. Howes provided a report on the agenda that highlighted;
 - Project SEARCH Parent Information Event (April 3, 2025): HDH and the Bruce Grey
 Catholic District School Board hosted an on-site event for eight prospective students
 and families to learn about internship opportunities at the hospital, with
 applications distributed and positive feedback received about this inclusive
 initiative.

Meeting with MPP Paul Vickers (April 7, 2025): CEOs from HDH, Brightshores Health System, and South Bruce Grey Health Centre met with newly elected MPP Vickers to discuss rural hospital challenges including funding deficits, staffing shortages, and physician recruitment, highlighting rural hospitals' unique "catch all" role in areas with limited healthcare resources.

9. BUSINESS/COMMITTEE MATTERS

9.1 Finance/Audit & Property Committee Report

K. Mighton provided the Treasurer's report in his absence. The Finance Committee met on April 17, 2025, to review MNP LLP's 2024/25 audit plan and receive the bi-annual investment performance update from Scotiabank Wealth Management. The audit plan includes focus areas of purchases, management override of controls, and financial statement preparation, with planning materiality set at \$600,000 (compared to \$590,000 last year).

Scotiabank reported that our investment portfolio stands at \$7.1 million as of April 13th, down approximately \$200,000 from December 31, 2025. Due to economic uncertainties, asset allocations have shifted to neutral, with slight overweighting in US equities and sovereign bonds. Management is working with Scotia to ensure cash availability for capital equipment purchases, with \$383,000 currently held in cash equivalents.

Financial operations received positive news with the approval of \$585,000 in emergency department stabilization funding at the end of March and an additional \$333,600 in base funding in fiscal year 2025-26. This funding significantly reduces our expected operating deficit. Management is currently finalizing the year-end financials for review next month.

9.2 Fiscal Advisory Committee Report

There was no report at this time.

9.3 By-Law Committee Report

There was no report at this time.

9.4 Nominating Committee Report

P. Matheson reported that the committee is currently scheduling a meeting to discuss board director recruitment and current applicants.

10. CONSENT AGENDA

It was clarified that no Vice President of Medical Staff has come forward to fill the vacant position.

Moved and Seconded

THAT the items on the consent agenda are approved as follows;

10.1 Open Board Session Minutes

- (a) March 25, 2025
- (b) Special Meeting March 25, 2025

10.2 Board Committee Reports

- (a) Finance/Audit & Property Committee Minutes March 20, 2025
- (b) Quality Governance & Risk Management Minutes March 25, 2025
- (c) Medical Advisory Committee February 6, 2025
 - (i) Physician Nominations 2025-26

10.3 Reports

- (a) VP of Patient Care Services/CNE Report
- (b) HDH Foundation Report

MOTION CARRIED

11. ROUND TABLE

Congratulations were received by multiple board members on receiving confirmation of funding being added to the global budget. A lot of hard work went into securing this funding for HDH and the people it serves.

R. Dunn

Expressed appreciation for being able to attend the Cultural Mindfulness Training in April.

12. NEXT MEETING

Tuesday, May 27, 2025, at 5:00pm

13. COMPLETION OF BOARD MEETING EVALUATION

T. Shier reminded the group to complete the Board Meeting Evaluation.

14. ADJOURNMENT

The meeting adjourned at 1749 hours.

Tina Shi<mark>er, Chai</mark>r

Victoria Cumming, Recorder

Dana Howes, Secretary