

**MINUTES OF THE REGULAR BOARD MEETING**

DATE: Tuesday, March 28, 2023

TIME: 1700 hours

PLACE: Hybrid (HDH Boardroom/Virtual)

PRESENT: **Voting Governors:** Tina Shier (Chair), Pamela Matheson (Vice Chair), Lorna Eadie Hocking (Immediate Past Chair), Rejane Dunn, Corwin Leifso, Cathy Lansink, Terry Leis, Chris Prues

Non-Voting Governors: Dana Howes (President and CEO), Mary Rae (VP of Patient Care Services/CNE), Dr. Randy Montag (Chief of Staff)

Invited Staff: Victoria Cumming (Recording Secretary), Kristina Joyce (Physiotherapist)

REGRETS: **Voting Governors:**
Non-Voting Governors & Invited Staff: Dr. Tim Heerema (Vice President of Medical Staff), Kim Mighton (Vice President of Finance & Operations), Dr. Nick Abell (President of Medical Staff),

1. CALL TO ORDER

T. Shier called the meeting to order at 1700 hours.

2. APPROVAL OF AGENDA

Moved and Seconded

THAT the agenda be approved as presented.

MOTION CARRIED

3. DECLARATION OF ANY CONFLICT OF INTEREST

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

4. MISSION, VISION, VALUES

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

5. PRESENTATION: ROLE OF THE PHYSIOTHERAPY DEPARTMENT

K. Joyce provided a presentation on the role of the Physiotherapy Department. The presentation included;

- Movement – when you move versus when patients in the hospital move;
- Statistics;
- Physiotherapy Roles in Hospital;
- Other Roles; and
- A day in the life of the HDH Team.

It was clarified who initiates the completion of the Assistive Devices Program (ADP) form. This program provides access to funding for important medical equipment and supplies for people who have long-term physical disabilities. There is a specialized certification for physiotherapists needed in order to complete this for patients. Some of the community physiotherapists are qualified.

K. Joyce left the meeting.

6. **STRATEGIC MATTERS**

6.1 Grey-Bruce Ontario Health Team (GB OHT) Update

The March update from the GB OHT was provided in the agenda for information. It was noted that three project proposals have been approved which include Hypercare (1 year pilot) for palliative care and related teams, Remote Care Monitoring technology for palliative care support and primary care Virtual Urgent Care Clinic project (6 month extension). Current membership and goals and objectives were also highlighted.

Clarification was provided on the transition of home care from Community Care Access Centre (CCAC) to Home and Community Care Support Services (HCCSS). Home care transitioned under Ontario Health in July 2021 when the Local Health Integration Network (LHIN) dissolved. This has caused no operational changes at the hospital level.

6.2 Updated COVID-19 Guidance & Pandemic Measures for Hospitals

D. Howes provided a briefing note outlining the updated guidelines for pandemic measures. Ontario Health released a new guidance document for hospitals on February 28, 2023. Hospitals are required to follow the provincial guidance through Public Health Ontario and the Ministry of Health in relation to COVID-19 key pandemic measures such as universal masking and social distancing.

This guidance document prevents HDH from opening up the main entrance doors at this time as there is no one that attends this entrance to provide reminders and monitor masking. It was discussed that these guidelines may be the new reality for hospitals and some of these measures like masking could be here for the long term.

7. **OFFICER REPORTS**

7.1 Board Chair Report

T. Shier provided a written report outlining the events/meetings she attended since the last meeting. A letter received from the Deputy Minister of Health was highlighted (attached).



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7.2 President/CEO Report

D. Howes provided a written report in the agenda and highlighted;

- A technical briefing was hosted by the Ministry of Finance in regards to the 2023 Ontario Budget. Highlights from the briefing were provided. It was also noted that the Ontario Hospital Association recently hosted a member's only call to debrief and there was no new information gleaned from this call. HDH is currently waiting for confirmation on funding. A funding letter has been received for the external extern program. This will allow the hospital to hire around six nursing students to perform a Personal Support Worker type role. This is also a valuable experience for the nursing students to learn from the nursing group and experience rural healthcare first hand. HDH will be utilizing this opportunity for future recruitment.
- Met with the CEO of Ontario Health West, Susan DeRyk for an introductory meeting. Discussion included issues that HDH and the general south Grey-Bruce region are facing. No answers on additional funding were received but receipt of HDH's requests through the Hospital Annual Planning Submission (HAPS) were acknowledged. It was also acknowledged that HDH has been a stable force for the region.

- Hanover & District Hospital will be celebrating its 100th year anniversary this August. Save the date for a community celebration on August 23, 2023.
- The hospital participated in the Grey County Job Fair at John Diefenbaker Senior School on February 28, 2023. Job opportunities were highlighted along with the need for volunteers.

It was questioned if there has been any information brought forward from the Ontario Hospital Association (OHA) in regards to the proposed Integrated Health Facilities (IHF). The OHA concerns are similar to the concerns highlighted through last month's presentation with health human resources being the main concern.

8. BUSINESS/COMMITTEE MATTERS

8.1 Finance/Audit & Property Committee Report

C. Prues reported that the Finance/Audit & Property Committee met March 23, 2023. The Preliminary Audit Planning Report from the BDO auditors was received and highlights were given. There were no indications of fraud at HDH. Overall, the committee is happy with the overall audit approach by BDO.

A slight surplus is being projected for year end. Two obligations were brought forward that could affect this forecast. The assessment on this is currently wrapping up. There is also potential retrospective payments that may be required as an outcome of arbitration from Bill 124 being repealed. Judgment would be required for this and the Board will be kept informed as this progresses.

The committee also reviewed the financial statements for the 11th period ending February 28, 2023. Cash is currently sitting at \$1,791,101 and the margin is 1.2. There was a surplus before amortization of \$248,095 and a YTD deficit of \$36,122 after building amortization.

The property report included the completion of the second phase of the LED light installation. This project was fully funded by Hospital Infrastructure Renewal Funding (HIRF).

8.2 Fiscal Advisory Committee Report

Nothing to report at this time.

8.3 Public Relations Committee Report

Nothing to report at this time.

8.4 By-Law Committee Report

C. Leifso reported that the By-Law Committee has provided a briefing note in the agenda including information and a recommendation for the board to complete a full by-law and policy review through Miller Thomson. Four options were provided to the Board for decision. A full review will come at a significant cost but would provide a solid base for the future. There has not been a legal review in the past 30 years. It was noted that Miller Thomson does this for many hospitals and they have the knowledge to complete this work.

Moved and Seconded

THAT the Board of Governors accepts 'Option C' as recommended from the By-Law Committee of a Miller Thomson review of ONCA compliance, as well as review of Corporate & Professional By-Laws and Policies and Procedures.

MOTION CARRIED

8.5 Nominating Committee Report

P. Matheson reported that the committee met in March and is currently recruiting members and has completed a few interviews.

9. CONSENT AGENDA

The newer format of the HDH Foundation report was complimented. The group was reminded that tickets are now on sale for the Gala on May 27, 2023. The HDH Foundation Board Chair and HDH Board Chair continue to meet regularly.

Moved and Seconded

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

9.1 Open Board Session Minutes – February 28, 2023

9.2 Board Committee Reports

- (a) Finance/Audit & Property Committee Minutes – February 23, 2023
- (b) Quality Governance & Risk Management Committee Minutes – February 28, 2023
 - (i) 2023/24 Operational Plan
- (c) Medical Advisory Committee Minutes – February 2, 2023
 - (i) Monthly Credentialing Report – Approved March
 - (ii) Physician Position List – 2023/24

9.3 Reports

- (a) Finance & Property Report
- (b) VP of Clinical Services/CNE Report
- (c) Chief of Staff Report
- (d) HDH Foundation Report

MOTION CARRIED

10. ROUND TABLE

L. Eadie Hocking

Appreciated the various plans included in the 2023-24 Operational Plan. It was clarified that these reports were created as a summary for Accreditation Canada and an Infection Control Plan will be added next year.

11. NEXT MEETING

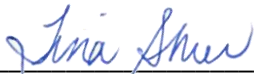
Tuesday, April 25, 2023 at 5:00pm

12. COMPLETION OF BOARD MEETING EVALUATION

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

13. ADJOURNMENT

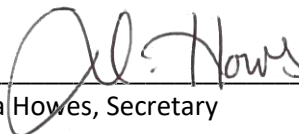
The meeting adjourned at 1814 hours.



Tina Shier, Chair



Victoria Cumming, Recorder



Dana Howes, Secretary