

HDH HANOVER &
DISTRICT
HOSPITAL
MINUTES OF THE REGULAR BOARD MEETING

DATE: Tuesday, October 24, 2023

TIME: 1700 hours

PLACE: Hybrid (HDH Boardroom/Virtual)

PRESENT: **Voting Governors:** Tina Shier (Chair), Lorna Eadie Hocking (Immediate Past Chair), Don Butland, Leigh Butler, Réjane Dunn, Cathy Lansink, Corwin Leifso, 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), Kim Mighton (Vice President of Finance & Operations)

Guests: T. Hamel (Patient Care Manager), V. Droog (Nurse Practitioner)

REGRETS: **Voting Governors:** Terry Leis, Pamela Matheson (Vice Chair)
Non-Voting Governors & Invited Staff: Dr. Tim Heerema (Vice President of Medical Staff), Dr. Nick Abell (President of Medical Staff)

1. CALL TO ORDER

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

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: THE ROLE OF THE NURSE PRACTITIONER IN THE EMERGENCY DEPARTMENT

T. Hamel, Patient Care Manager and V. Droog, Nurse Practitioner (NP) provided a presentation on the Emergency Department (ED) and the Nurse Practitioner Role. The presentation included an overview of the ED patient care areas, ED specific equipment, ED Nursing Staff, Nurse Practitioner (who are we, history and role), ED Visits, Canadian Triage and Acuity Scale (CTAS), and Patient Volumes by CTAS Level.

It was clarified that there is not a designated triage nurse assigned. It was also noted that the float nurse role can be assigned to acute care or ED depending on where assistance is needed.

More details were provided around the “safe room”. This is not an official safe room as it does not lock from the outside. It was brought forward that HDH and Brightshores Health Services are working together on a project to help improve the timely access for Form 1 patients to reach their Schedule 1 site.

C. Leifso entered the meeting.

Discussion items around NP role included;

- Amount of time taken to complete paperwork. NP confirmed that they are able to complete all paperwork during the hours of their shift. Follow-up calls with patients is done outside of these hours.
- Possibility of expansion of NP scope of practice was discussed. This has happened in the past. NP scope is always being discussed and changing.
- Logistics of how patients are determined to be for the NP or physicians was reviewed. All work together to get through the patients presenting.
- It was asked what the % of pediatric patients would be that the NP sees. This data would need to be brought back to the Board.

N. Hamel & V. Droog left the meeting.

6. STRATEGIC MATTERS

6.1 Revera Update

D. Howes provided a briefing note in the agenda and highlighted an update on the proposed new Long-Term Care Home across from the HDH. The update came from a delegation at Town of Hanover's Council earlier this month. There are no certain timelines due to financing issues due to elevated interest rates. Work will proceed with the storm water infrastructure in the meantime. It was also noted that building guidelines have changed since Revera initiated the project as well.

6.2 Georgian Bay Information Network Update

D. Howes provided a briefing note in the agenda that highlighted;

- Carleton Place & District Memorial Hospital will be added to the network and work is being done currently to onboard them sometime in 2024;
- The eNautilus project has begun with most of the phase 1 projects underway. These projects include Oncology to Cerner at Brightshores Health System, upgrading the Acute Care Nursing documentation system and migrating current infrastructures to a cloud based system. HDH remains highly engaged in each of these projects to ensure its patient needs are heard and considered throughout the upgrade.

A new update for the eNautilus project was brought forward to the Board from a meeting that occurred more recently than the briefing note. There are possible delays that could result in changes in the project. More information will be brought forward next month on the impact of these delays.

6.3 Grey Bruce Ontario Health Team (GB OHT)

D. Howes provided a briefing note in the agenda that highlighted the current projects the OHT is working on. Two grants have been received from applications submitted to the Ontario Centre for Innovation. The GB OHT is also moving ahead with creating a collaborative Quality Improvement Plan (cQIP). A subcommittee has been established to move this work forward. Lastly, Ontario's Health's Home and Community Care Support Services (HCCSS) is now a collaborative partner of the GB OHT.

6.4 Ministry of Health Funding Request Update

D. Howes reported an update following the funding request submitted to the Ministry of Health (MOH). The revised request has been denied by the MOH who stated the region is currently stable. In the meantime, HDH received Pay for Results (P4R) funding much like many Ontario hospitals, which will be used towards ED stabilization. HDH will continue to advocate for increased funding as patient patterns have changed due to unpredictable temporary ED closures.

7. **OFFICER REPORTS**

7.1 Board Chair Report

T. Shier provided a written report in the agenda highlighting events/meetings attended. There was no further discussion.

7.2 President/CEO Report

D. Howes provided a written report in the agenda that included information around the recruitment of a new Interhospital Laboratory Partnership (IHL) Laboratory Director, a Long-Term Care, HCCSS and the hospital sector engagement session, and a mock disaster scenario led by the Town of Hanover.

The Board asked for additional information in regards to the IHL partnership to provide understanding for new members. V. Cumming will send past presentation notes to the group.

8. **BUSINESS/COMMITTEE MATTERS**

8.1 Finance/Audit & Property Committee Report

C. Prues reported that the Finance/Audit & Property Committee met October 19, 2023. The bi-annual review of the hospital's investments also took place at the meeting and an overview was provided to the group. The Finance/Audit & Property Committee believe that the right strategy remains in place in regards to the investments.

The committee also received the financial results for the 6 months ending September 30, 2023, there was a deficit of \$576,413 before building amortization and a deficit of \$734,476 after building amortization. He highlighted the expenses over revenue, current forecast position, cash position and working capital to the group.

An update was provided on the effects of *Bill 124*, all unions within the hospital have now settled and all payments will be settled by the end of October. HDH may need to utilize its' credit facility this week. HDH continues to await more information from the Ministry for recovery of these monies.

With the accountability agreement numbers now being reported offside a recovery plan would normally be required. Due to all hospitals being in the same position the recovery plan is exempt for this time period.

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

Nothing to report at this time.

8.5 Nominating Committee Report

Nothing to report at this time.

9. **CONSENT AGENDA**

It was asked if the new Physician Recruitment video can be shared at the next meeting.

Moved and Seconded

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

9.1 Open Board Session Minutes – September 26, 2023

9.2 Board Committee Reports

(a) Finance/Audit & Property Committee Minutes – September 21, 2023

(b) Quality Governance & Risk Management Committee Minutes – September 26, 2023

(c) Medical Advisory Committee Minutes – September 7, 2023

(i) Monthly Credentialing Report – Approved October

9.3 Reports

(a) Finance & Property Report

(b) VP of Patient Care Services/CNE Report

(c) HDH Foundation Report

MOTION CARRIED

10. ROUND TABLE

L. Butler & D. Butland

Participated in the OHA Governance Sessions offered throughout the month. They shared some of their insights gathered through the sessions with the Board.

11. NEXT MEETING

Tuesday, November 28, 2023 at 5:00pm

12. COMPLETION OF BOARD MEETING EVALUATION

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

13. ADJOURNMENT

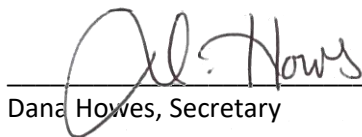
The meeting adjourned at 1827 hours.



Tina Shier, Chair



Victoria Cumming, Recorder



Dana Howes, Secretary