

NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

September 15, 2016

Boardroom

MINUTES

Present: J. Russell, Chair; B. Selby, K. Hook, C. Gilmer, P. Went, B. Carman, S. Olsen, D. Mann, T. McLean, L. Stevenson, D. Broderick, B. Gerber, L. Davis, A. Stratford, S. Forsyth,

D. Slater, M. McAllister, B. Gutteridge, A. Logan

Regrets: C. Tozer, L. Kay

Staff: J. Gillard, E. Vosburgh

1. CALL TO ORDER

J. Russell called the meeting to order at 5:03 pm.

2. CONFLICT OF INTEREST

None declared.

3. APPROVAL OF AGENDA

It was Moved by K. Hook and Seconded by B. Gerber to approve the agenda with the following amendment: item 7.4.2 Preferred Accommodation moved to in-camera. Carried.

4. APPROVAL OF PREVIOUS MINUTES

It was Moved by B. Selby and Seconded by P. Went that the minutes of June 16, 2016 be approved as circulated. Carried.

5. EDUCATION PRESENTATION

Bruce Pye, Shared Regional Chief Information Officer, attended the meeting to present an update on eHealth and the Provincial Health Information System (HIS) renewal. The presentation highlighted the recommendations from the provincial HIS renewal panel including HIS cluster/hub formation, leveraging existing platforms and development of the governance for the HIS hubs. Available options for NHH were outlined, no decision required at this time, next steps include continued participation on the provincial HIS panel, engagement with the CE LHIN and identification of partners.

Discussion was held on the proposed timelines for the implementation of a common HIS platform. B. Pye noted that the potential is there to move forward in the next few years due to a number of factors including limited or no support for existing IT platforms. It was further noted that funding for HIS implementation has not historically been available from the Ministry of Health.

B. Pye added, in response to a query, that hubs have not yet been defined; the panel will be encouraging geographic referral patterns as one of the focused outcomes for implementation.

6. CHAIR REMARKS

J. Russell welcomed members of the Board back following the summer break. A patient caregiver compliment letter was read to the members which highlighted the importance of the Assess and Restore program at NHH to patient outcomes.

7. SENIOR STAFF REPORT

L. Davis reviewed the pre-circulated report.

The Hospital Parking Directive released earlier this year has a primary aim to reduce the financial burden of hospital parking fees on patients and visitors who visit frequently. NHH is working with its parking gate vendor to implement in/out privileges for visitors.

In its fourth year, NHH recently awarded the Gerontological Excellence Awards to celebrate individual achievements in the delivery of exceptional patient care for those over the age of 65. Three awards were presented at the recent CEO Forum for staff. For the first time, one of these awards was presented to a member of the NHH Auxiliary.

8. REPORTS

8.1 Finance and Audit Committee

B. Gerber provided the report of the Finance and Audit Committee.

The hospital experienced an operating deficit for the period ending June 30, 2016 of \$212,388, compared to a planned net operating deficit of \$342,230. The results are better than budget due to a number of factors including additional funding.

The Committee reviewed the Terms of Reference for 2016-2017. No changes from previous year were recommended.

On a Motion by B. Gerber, Seconded by S. Olsen, the Board of Directors approved the Finance and Audit Committee Terms of Reference as presented. Carried.

8.2 Governance Committee

P. Went provided the report of the Governance Committee.

The Committee reviewed the Board self-assessment survey results from the survey completed in May 2016. An action plan to address areas of improvement was circulated to the Board.

The Terms of Reference for 2016-2017 were reviewed. No changes from previous year were recommended.

On a Motion by P. Went, Seconded by B. Selby, the Board of Directors approved the Governance Committee Terms of Reference as presented. Carried.

P. Went reminded the Directors of the Board education survey due to be completed by September 22nd, 2016.

The Committee received information on the Patient- and Family-Centered Care framework and call for advisors. Senior staff will be working to recruit a small complement of volunteer advisors to participate on specific Quality and Practice Committees as well as on special projects. The open call will be placed in September and final selection to be completed by November. A copy of the framework was circulated to the Board Directors in the meeting package.

On a Motion by P. Went, Seconded by K. Hook, the Board of Directors approved the Patient- and Family-Centered Care Framework as circulated. Carried.

The Q1 report of the Corporate Goals and Objectives was circulated in the meeting package. The Board queried on the changes to length of stay at NHH. It was noted that length of stay (LOS) rates have been impacted by an increase of ALC patients over the summer; physician-led LOS initiatives remain steady and NHH continues to have one of the lowest length of stay rates in the LHIN.

8.3 Quality and Safety Committee

C. Gilmer provided the report of the Quality and Safety Committee.

The Committee received a presentation on the Excellent Care for All Act with highlights on the legislation requirements such as the quality improvement plan.

The Q1 reports for the Quality Indicator Report and the Quality Improvement Plan were received and reviewed by the Committee. A new indicator for 2016-2017 has been added to follow staff-led initiatives in the hospital.

The Committee reviewed the Terms of Reference for 2016-2017. Minor changes were recommended.

On a Motion by C. Gilmer, Seconded by P. Went, the Board of Directors approved the Quality and Safety Committee Terms of Reference as presented. Carried.

8.4 Improvement and Sustainability sub-Committee

B. Selby provided the report of the Improvement and Sustainability sub-Committee.

The HIP metrics were reviewed by the Committee; areas with progress status changes since last report were highlighted. A report to the CE LHIN Board is scheduled for September 28th.

9. MATTERS FOR INFORMATION

9.1 Auxiliary Report

S. Forsyth provided the report of the Auxiliary.

The Auxiliary has reviewed its Terms of Reference and agreement has been reached to amend the frequency of meetings to better suit the needs of the Board members. Succession planning for executive positions is in process. A survey on available leadership positions will be developed.

In partnership with the Rotary Club of Cobourg, fall mums are on sale in the NHH Kiosk until October. Petticoat Lane is very close to achieving \$1 million in total funds raised to support NHH since its inception.

9.2 Foundation Report

L. Stevenson provided the report of the Foundation.

Northumberland's Biggest Coffee Morning raised \$40,000 in support of the NHH Foundation. Wine and Ale in the Park event raised \$10,000 and the Equipped to Care Golf Tournament brought in \$21,000.

Bike Up Northumberland was held this past weekend, a total of 140 riders participated.

A Donor and Volunteer appreciation reception was held and the new NHH Foundation brand was unveiled.

It was Moved by B. Selby and Seconded by S. Olsen to receive all reports. Carried.

10. IN CAMERA

On a motion from K. Hook and Seconded by B. Carman, the meeting moved to In-camera.

The in-camera meeting addressed matters related to the hospital improvement plan and medical manpower.

11. TERMINATION OF MEETING

The meeting was terminated at 7:28 pm on a motion from B. Gerber.