

NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

October 6, 2016
Boardroom
MINUTES

Present: J. Russell, Chair; B. Selby, P. Went, B. Carman, C. Tozer, C. Gilmer, K. Hook,
L. Kay, D. Mann, B. Gerber, T. McLean, L. Davis, H. Brenner, A. Stratford

B. Gutteridge, S. Aldis Routh

Regrets: S. Olsen, D. Broderick

Staff: J. Gillard, E. Vosburgh, L. Boyle

1. CALL TO ORDER

J. Russell called the meeting to order at 5:00 pm.

L. Boyle, new Interim Regional Chief financial officer was introduced.

2. CONFLICT OF INTEREST

None declared.

3. EDUCATION SESSION

Jennifer Gillard, Director, Communications and Community Engagement provided an overview of the Patient Feedback process at Northumberland Hills Hospitals. The presentation highlighted the avenues for receiving patient and family feedback, and the commitment of the hospital to respond in a timely manner to direct patient and caregiver feedback. J. Gillard also outlined planned engagement opportunities including community focus groups, patient education materials and the new patient and family advisory council.

Following the presentation, L. Davis noted that the hospital's Awareness to Action database allows the organization the opportunity to identify trends and provide regular reports to the Quality and Safety Committee of the Board.

4. CONSENT AGENDA

J. Russell noted that the NHH Board will be trialing a consent agenda format with evaluation from the Governance Committee and outlined the process for consent agenda matters.

It was Moved by P. Went and Seconded by L. Kay to approve the Consent Agenda matters as presented. Carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

No items.

6. ITEMS REQUIRING DECISION/APPROVAL

No items.

7. ITEMS FOR DISCUSSION / INFORMATION

7.1 Report from the Board Chair

J. Russell reported that initial Board to Board discussions have started with healthcare partners to review potential shared resource opportunities. The Central East LHIN Board received an update on the NHH Hospital Improvement Plan at their September meeting.

Members of the Board participated in a recent OHA webcast highlighting the upcoming changes in Executive Compensation legislation and how these changes may affect NHH.

The Central East LHIN has posted an open call for new Directors to their Board. NHH Directors were encouraged to speak to friends and family regarding this opportunity.

7.2 Report from the Senior Staff

L. Davis noted that the Senior Staff report had been pre-circulated. One item was highlighted regarding the changes to Bill 210: Patients First Legislation, following feedback from the Ontario Hospital Association. The OHA report will be circulated to the Board members.

7.3 Report of the Improvement and Sustainability sub-Committee

The written report of the Improvement and Sustainability sub-Committee was pre-circulated with the meeting package. B. Selby presented the update on the hospital improvement plan metrics.

The Board queried on the opinion of the senior team on the progress of the implementation. L. Davis responded that the organization has moved forward extremely well in the progress for the year one initiatives; challenge areas are in review including cost savings related to length of stay and emergency department.

7.4 Report of the Finance and Audit Committee

The written report of the Finance and Audit Committee was included in the agenda package. B. Gerber, Chair of the Committee, reported that to August 31st, 2016, NHH experienced an operating deficit of \$69,062 compared to a planned net operating deficit of \$635,987. The results are better than budget due to a number of factors including additional funding and HIP initiative savings.

7.5 Report of the Governance Committee

The Governance Committee written report was pre-circulated.

P. Went reviewed a number of items for the Board that were included in the agenda package. The Board education survey results were reviewed to help inform the schedule of Board education topics for this cycle. The implementation trial of a consent agenda and the annual refresh of the Code of Conduct and Confidentiality statements for all members of the Board were also highlighted. The RFP for the new four year strategic plan has closed and the steering committee will be evaluating responses and hopefully selecting a vendor by mid-October.

7.6 Report from the NHH Auxiliary

P. Page-Hoisak provided a verbal report of the activities of the NHH Auxiliary. A volunteer recruitment survey is in development with the aim to identify succession planning opportunities among volunteers. Petticoat Lane has achieved \$1 million in total funds raised to support NHH since its inception.

7.7 Report of the NHH Foundation

L. Stevenson provided a verbal report of the NHH Foundation activities.

The Foundation Gala will be held on Saturday, November 5th. Tickets are on sale now. A number of fundraising events are in development including the Christmas Tree fundraiser in the local community.

<p>It was Moved by L. Kay and Seconded by C. Gilmer to receive all reports. Carried.</p>

8. CORRESPONDENCE OR OTHER INFORMATION

No items.

9. IN CAMERA

On a motion from D. Mann and Seconded by B. Selby, the meeting moved to In-camera.

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

10. NEXT MEETING

Thursday, November 3, 2016 beginning at 5:00 pm.

11. TERMINATION

The meeting was terminated at 6:40 pm on a motion from B. Gerber.