

NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

December 5, 2019
Boardroom
MINUTES

Present: P. Went, Chair; M. Hilborn, A. Logan, M. McAllister, T. McLean, B. Carman, L. Kay, M. Bhargava, S. Olsen, F. Cameron, D. Slater, S. Walsh, C. Gilmer, T. Hathway, L. Davis, C. Tozer

B. Nixon, D. Morrison, K. Simmons

Regrets: B. Selby

Staff: E. Vosburgh, J. Gillard, A. Mukherjee

1. **CALL TO ORDER**

P. Went called the meeting to order at 5:03 pm.

2. **CONFLICT OF INTEREST**

None.

3. **CONSENT AGENDA**

It was Moved by T. McLean and Seconded by L. Kay to approve the Consent Agenda matters as circulated. Carried.

4. **ITEMS FOR DISCUSSION / INFORMATION**

4.1 **Report from the Board Chair**

P. Went reported on the 2019-2020 Integrated Risk Management report that was shared the past month with Board Committees. The importance of risk management was discussed at the Board planning session and this recent report provides a clear understanding of processes in place to review and mitigate organizational risks.

The Ethics framework was another topic at the planning session; the tool is still viewed as cumbersome to implement and a simpler tool for use by the Board is in review. The social determinants of health report will help the Board understand the activities of the Ontario Health Team as projects start to become fully implemented in the community.

P. Went noted she and L. Kay attended the Port Hope and District Healthcare Foundation annual dinner in November.

Joint Communication planning session was held with representatives from the three Boards – NHH, NHH Foundation and NHH Auxiliary. Kudos were extended to J. Gillard for providing a detailed session which brought new excitement to each group.

4.2 Report from the Senior Staff

L. Davis noted that the Senior Staff report was pre-circulated in the meeting package.

Healing Hands awards were presented in November. This program provides peer recognition of NHH staff and is well received by the winners.

The Professional Practice model refresh was noted and the team extended congratulations to S. Walsh for the huge amount of work and energy put into developing the new model. S. Walsh noted that the model pushes decision making right to the front line staff and development of the final structure to support the new framework is underway.

The Ontario Health Team of Northumberland had their on-site visit by members of the Ministry of Health. F. Cameron was extended thanks for bringing primary care input to the meeting.

NHH space planning activities are underway; the team noted that initial changes on 2A and 2B are already being noted by a calmer environment for both patients and staff. All these changes were enabled by recent funding received from the Ministry to address hallway healthcare. The Board noted that staff embracing of changes and providing positive input into solutions is a great indicator of increased staff engagement in their positions. Dr(s) Bhargava and Cameron added that the calmer atmosphere on the unit will be very beneficial for patients.

4.3 Report from the Finance and Audit Committee

T. McLean provided the report of the Finance and Audit Committee.

The diagnostic imaging master service agreement with GE Health Care (GEHC) came up for renewal in 2019. A new agreement was developed following a number of due diligence steps by management. GEHC has submitted the preferred new 5-year agreement totaling \$1 million. Management noted that NHH has been very satisfied with the service provided by GEHC.

On a Motion by T. McLean, Seconded by M. McAllister, the Board approved NHH to finalize and secure the 5-year Diagnostic Imaging support agreement with GE Healthcare as presented. Carried.

NHH Building Services management has recently applied for a provincial energy rebate from the local utility company and was successful in the application. A rebate amount has been received for \$682,000. Management is requesting to apply the total amount of the rebate to the financial loan for the combined heat and power equipment, thus significantly reducing the payback period on the project loan. The Board extended their congratulations to E. Vosburgh and C. Cudmore for their work to identify the provincial rebate and develop the successful application.

On a Motion by T. McLean, Seconded by M. McAllister, the Board approves management to apply the rebate of \$682,000 to the project loan for the Combined Heat and Power project. Carried.

4.4 Report from the Governance Committee

L. Kay provided the report of the Governance Committee.

Draft versions of the recommended revisions to the Corporate and the Professional Staff by-laws - in both black-lined version and clean draft – were pre-circulated with the meeting package. In addition, legal counsel provided a covering briefing note outlining each change and reason for recommending the revision. Both sets of by-laws were reviewed by smaller working groups and legal counsel. The professional staff by-laws will be posted for 60 days to allow review and additional feedback by the physicians. A number of items have been removed from the corporate by-laws and will be incorporated into existing Board policies or new policies developed where needed.

Whereas, the by-laws of the Corporation be amended to reflect all changes as indicated in the black-lined version which has been marked to show all proposed additions, deletions and revisions to the by-laws;

On a Motion by L. Kay, seconded by S. Olsen, the Board recommends that the proposed amendments to the by-laws be submitted to the members of the Corporation at the annual general meeting for confirmation. Carried.

4.5 Report from the NHH Auxiliary

M. Hilborn provided the report of the NHH Auxiliary.

The NHH Little Treasure Shop is holding a pre-Christmas sale this coming Saturday. Great opportunity for some unique gift ideas. Petticoat Lane upcoming renovations will include refreshed paint and new outdoor signage.

M. Hilborn extended her thanks to J. Gillard on behalf of the Auxiliary Board for the joint communication planning session; members were excited with all they learned.

4.6 Report of the NHH Foundation

T. Hathway provided the report of the NHH Foundation.

The 2019 Light Up a Life has raised \$70,000 to date against a goal of \$170,000. The campaign wraps up in mid-January.

Two community events will be held this coming weekend – the Reindeer Walk and Run and the Spry Family Christmas event.

The 2019 Gala was a huge success raising \$285,000. With a 100% match by the Read Elliott Foundation, a total of \$570,000 has been raised to support local mental health initiatives. The post-gala magazine will be delivered to Northumberland Homes today; some copies were circulated to the Board.

The NHH Foundation has raised \$1,716,216 as of the end of October 2019.

**It was Moved by L. Kay and Seconded by C. Tozer to receive all reports.
Carried.**

5. IN CAMERA

On a motion by B. Carman, seconded by M. McAllister, the meeting moved to in-camera. The in-camera meeting addressed matters related to medical human resources, hospital property and financial matters.

6. NEXT MEETING

Thursday, February 6, 2020.

7. TERMINATION

The meeting was terminated at 7:37 pm on a motion by A. Logan.