

# NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

December 2, 2021

## Virtual MINUTES

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Present: P. Went, Chair; D. Morrison, T. McLean, B. Selby, D. Slater, M. McAllister, F. Cameron, W. Ito, B. Nixon, C. Tozer, C. Gilmer, M. Bhargava, S. Olsen, S. Walsh, K. Simmons, S. Anderson, S. Forsyth, B. Davis

M. Noel, L. Savoy, K. Simmons

Regrets: R. Stevenson, P. Ketov

Staff: J. Cox, J. Gillard, B. Pye, C. Gyorfi

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### 1. **Education Session: Credentialing Process**

M. Bhargava and S. Walsh presented on the topic of the credentialing process.

### 2. **Territorial Acknowledgement**

S. Anderson shared a reflection and provided the territorial acknowledgement.

### 3. **CALL TO ORDER**

P. Went called the meeting to order at 5:22 pm.

### 4. **CONFLICT OF INTEREST**

None declared.

### 5. **Approval of Previous Minutes – June 3, 2021**

Minutes of June 3, 2021, Board meeting were lost. On the advice of legal counsel, the missing minutes were recreated based on agenda and notes taken. Members reviewed the June 3 minutes for any errors or omissions.

It was Moved by C. Gilmer and Seconded by T. McLean to approve the recreated minutes of June 3, 2021. Carried.

### 6. **CONSENT AGENDA**

It was Moved by D. Morrison and Seconded by B. Nixon to approve the Consent Agenda matters as presented. Carried.

### 7. **ITEMS FOR DISCUSSION / INFORMATION**

#### 7.1 **Report from the Board Chair**

P. Went noted the Nov. 9<sup>th</sup> Fireside Chat held by the NHH Foundation was an opportunity for donors to meet S. Walsh. This event was moderated by M. Bhargava. P. Went offered her congratulations to both for a very well-done event showcasing the strong working relationship between CEO and COS.

At Oct. 4<sup>th</sup> CEO/COS Evaluation and Compensation committee meeting, the committee agreed to send a letter regarding executive compensation to MPP David Piccini outlining challenges with recruitment and retention of staff because of executive salaries being frozen and compression issues with the wage gaps getting smaller between management positions. The intent of the letter was to equip Minister Piccini to broach this discussion now that he is in Cabinet. This is an issue for all organizations creating challenges not being able to compete with hospital salaries. OHA is also bringing this forward and hope to gain traction.

Pandemic Governance Committee terms of reference were shared with the agenda package. As a background, the Board had decided to suspend some Board meetings during the pandemic and replaced these with CEO/COS updates to the Board. In February a call issue was raised what if the Board needed to make a decision and did not have a quorum. The decision was to create a Pandemic Governance Committee term of reference. When a Board meeting is called but quorum is not present, the Pandemic Governance Committee will have decision making authority.

P. Went shared the Pandemic Governance Committee has never been used and the terms of reference were never approved and as a show of good governance, the Board feels the terms of reference should be formally approved.

**On a Motion by S. Olsen and Seconded by B. Selby the Board approved the Pandemic Governance Committee terms of reference. Carried.**

## 7.2 Report from the Senior Staff

The senior staff report was pre-circulated.

S. Walsh noted COVID 19 policy is still in effect. Less than ten staff are on leave of absences and leadership is now looking to determine next steps.

Booster clinic was held in November with another planned for January 2022.

NHH was awarded “Using Blood Wisely” designation and can now be known as a using blood wisely hospital.

S. Walsh acknowledged the “courtyard elves” who made our hospital courtyard so beautiful with holiday decorations and lights. The Salvation Army Band will be providing music at the hospital this weekend.

NHH is less than 12 hours away from EPIC implementation. This has been a tremendous four-year implementation. S. Walsh acknowledged B. Prawecki for the number of hours he has volunteered his time as a PFAC member as part of the EPIC MyChart development from the patient perspective.

### **7.3 Report from the Finance and Audit Committee**

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

At the November 26 meeting of the Finance and Audit Committee, a motion was made by the committee to recommend approval of the hospital revenue and expense assumptions. C. Gyorfi shared the assumptions are minimal to the budget; however, the biggest concern is ICU bed funding. Assumptions were made based on receiving further funding. Expenses as well as the revenue come out of the budget.

<b>On a Motion by T. McLean, Seconded by D. Morrison, the Board approved the hospital revenue and expense assumptions as presented. Carried.</b>
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### **7.4 Report from the Nominating Committee**

C. Gilmer provided the report of the Nominating Committee.

The Nominating Committee has spent a good deal of time discussing how best to approach different strategies to recruit community members to the Board. The committee feels the best way to encourage new membership is through personal reach out. There is a great deal of momentum building at the hospital with the campaign, EPIC and other initiatives which are great conversation starters.

The Nominating Committee would like to put out a call to action to each Board member to reach out to their community, start conversations as ambassadors of the Board to recruit members. Important to stress the Board offers a community member program which allows interested candidates to be mentored by the Board before officially becoming a Board of Director.

Skills matrix of current Board was updated in September; however, new members with facilities knowledge, innovation and technology and government relations skills would be an asset. January/early February is the target to begin a recruitment campaign through several social media platforms.

### **7.5 Report from the NHH Auxiliary**

S. Forsyth provided a verbal report of NHH Auxiliary activities.

Petticoat Lane and the Little Treasure Shop are going well. The Auxiliary has \$117k in their accounts and on track to make their budgeted donation amount.

The Auxiliary has developed a business plan with great ideas created by the fundraising team. B. Galonski has been working with the volunteers to support EPIC spirit committee activities including delivery of food to staff and the distribution of handouts of information about the EPIC transformation to visitors and patients.

The Auxiliary has created a new organizational chart and re-written their by-laws which will be ratified by the membership.

**7.6 Report of the NHH Foundation**

W. Ito provided the report of the Foundation.

Sat. Nov. 6<sup>th</sup> the first ever “Galalicious” event was held which proved to be a huge success. Restaurants participating in this event were very pleased and have asked for this idea to continue next year. Over 440 guests dined at 11 area restaurants.

Love your home raffle prizes have been drawn with winners receiving a \$5k Home Hardware gift care and a custom stone build. The online auction raised \$28k. The final total from Galalicious will be announced the end of December.

A reminder Dec. 4<sup>th</sup> is the Spry family Christmas sale and event 10-4pm. One hundred percent of the proceeds raised will go to support the Light Up a Life Campaign.

The Rotary Club courtyard brings joy to the patients and NHH staff.

For the third straight year JJ Steak and Burgers held a raffle which raised \$1550. At the end of October \$3,273,000 has been raised by the Foundation to date.

**It was Moved by D. Slater and Seconded by C. Gilmer to receive all reports. Carried.**

**6. IN CAMERA**

On a motion by S. Anderson, seconded by C. Gilmer the meeting moved to in-camera. The in-camera meeting addressed matters related to medical human resources and financial matters.

**7. NEXT MEETING**

Thursday, February 3, 2022.

**8. TERMINATION**

The meeting was terminated at 6:58 pm on a motion by T. McLean.