

HDH HANOVER &
DISTRICT
HOSPITAL
MINUTES OF THE REGULAR BOARD MEETING

DATE: Tuesday, May 23, 2023

TIME: 1700 hours

PLACE: Hybrid (HDH Boardroom/Virtual)

PRESENT: **Voting Governors:** Tina Shier (Chair), Pamela Matheson (Vice Chair), Lorna Eadie Hocking (Immediate Past Chair), Leigh Butler, Rejane Dunn, Cathy Lansink, Terry Leis, 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), Dr. Nick Abell (President of Medical Staff), Kim Mighton (Vice President of Finance & Operations), Sherrie Schope (Patient Care Manager)

REGRETS: **Voting Governors:** Don Butland, Corwin Leifso,
Non-Voting Governors & Invited Staff: Dr. Tim Heerema (Vice President of Medical Staff)

1. CALL TO ORDER

T. Shier called the meeting to order at 1700 hours and shared 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: NUTRITIONAL SERVICES DEPARTMENT

S. Schope, Patient Care Manager (Acute Care, ICU, Nutritional Services, Dietitian, Rehab Services) provided a presentation on the Nutritional Services Department. The presentation included;

- Department Staffing Model;
- Responsibilities;
- Suppliers;
- Retherm Burlodge System;
- Other Food Items;
- Hot Entrees Served;
- Current Challenges;
- Volume of Meals Served;
- Total Parenteral Nutrition (TPN); and
- Dietitian Role.

It was clarified that HDH is one out of two hospitals in the region that provide TPN. This does contribute to patients being admitted that would normally be admitted to another hospital. It can be difficult to repatriate patients to another hospital once TPN is completed. The demand has increased and this data is being tracked as TPN is expensive to administer. HDH implemented this program 8 years ago based on needs and as requested from the surgical group. TPN is utilized by cancer patients or patients building up strength before surgery. Registered Nurses (RN) at HDH are specially trained to insert peripherally inserted central catheter (PICC) lines. HDH is currently discussing with hospital partners the potential for adding this to their portfolio to alleviate some pressure.

It was discussed that the increase in the amount of meals served directly relates to an increase in patients. HDH does its best to estimate these increases when establishing its budget.

S. Schope left the meeting.

6. STRATEGIC MATTERS

6.1 Georgian Bay Information Network (GBIN) Update

D. Howes provided a briefing note in the agenda providing an update on the eNautilus Project (formerly known as the 5-Year Road Map) and information around a new partner Carleton Place & Memorial Hospital joining the GBIN partnership in 2024/25.

7. OFFICER REPORTS

7.1 Board Chair Report

T. Shier provided a written report in the agenda highlighting events/meetings attended. She attended the Ontario Health Association (OHA) Health Care Leadership Summit alongside President & CEO, D. Howes. Slide decks were provided in the consent agenda for information from the summit.

7.2 President/CEO Report

D. Howes provided a written report in the agenda and highlighted;

- Main topics of the OHA Health Care Leadership Summit;
- Attended a Board to Board Collaboration meeting for Grey Bruce hospital corporations. Discussion included how to be collaborative and communicative with one another. A joint media release is under development. Another meeting will be scheduled in the fall; and
- HDH was presented a certificate of recognition by Hanover Police Services for being a valued partner that contributes to ensuring a safe, healthy and prosperous community.

8. BUSINESS/COMMITTEE MATTERS

8.1 Finance/Audit & Property Committee Report

C. Prues reported that the Finance/Audit & Property Committee met May 18, 2023. The committee received the audit findings presented by BDO Canada, draft audited financial statements for the 2022/23 fiscal year and reviewed the Attestation Report for 2022/23.

He noted that HDH ended the year in a deficit and this expected to be no different at other hospitals due to Bill 124 being struck down and arbitration being completed for the Ontario Nursing Association (ONA) and retroactive settlements. He outlined the implications of settlements and future union and non-union settlements on the hospital budget. He also outlined new standards introduced that affected this year's audit and financial statements. Overall, the auditors were in agreement with management with the exception of an accrual for non-union wages as this is not contractual. Although, they didn't agree this amount was still accrued.

The Finance/Audit & Property Committee recommended the draft audited financial statements be brought forward to the Board as presented.

The group discussed the deficit and that there are no short term repercussions for HDH at this time. The deficit position is primarily as a result of Bill 124 being struck down. The Ministry is not enforcing the balancing of the budget due to this. It was noted without Ministry funding in the longer term this will be a working capital issue. There has been no information received in regards to future funding at this time. The current ONA awards are only up to March 31, 2023. There is more information to come. HDH's cash balance remains healthy at this time to cover expenses.

Moved and Seconded

- ***THAT the Board of Governors recommend the 2022/23 Audited Financial Statements to the Annual General Meeting of the Corporation for approval as presented, and;***
- ***THAT the Board of Governors approve the Attestation Report 2022/23 as presented.***

MOTION CARRIED

8.2 Fiscal Advisory Committee Report

C. Prues reported that a Fiscal Advisory Committee meeting is scheduled for June 8, 2023.

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

P. Matheson reported that the Board Chair Evaluation will be completed this month and the committee and mentor lists are ready for approval at the June meeting.

There will be no new Governors brought forward for election at the Annual General Meeting. Governors up for election include Don Butland, Leigh Butler, Terry Leis, and Chris Prues who will all stand for a 3-year term. No resignations were brought forward to the Nominating Committee.

Moved and Seconded

THAT the Board of Governors approve the Nominating Committee to present Don Butland, Leigh Butler, Terry Leis and Chris Prues to stand for a 3-year term at the Annual General Meeting.

MOTION CARRIED

9. CONSENT AGENDA

Consent agenda items discussed included;

Item 9.2 (c) Medical Advisory Committee Minutes – April 6, 2023

It was clarified that the repatriation item discussed in round table is still being worked on with more information to be brought back to the MAC at a future meeting.

Item 9.3 (c) HDH Foundation Report

It was asked whether there is a reason for a large investment amount being held and if there are policies around this. It was noted that there is a certain percentage that is required to be given to the hospital every year. More clarification will be sought around the investment line. The Board requested a presentation from the Foundation for an education opportunity for the Board.

Moved and Seconded

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

9.1 Open Board Session Minutes – April 25, 2023

9.2 Board Committee Reports

- (a)(i) Finance/Audit & Property Committee Minutes – March 23, 2023
- (a)(ii) Finance/Audit & Property Committee Minutes – April 20, 2023
- (b) Quality Governance & Risk Management Committee Minutes – April 25, 2023
- (c) Medical Advisory Committee Minutes – April 6, 2023
- (c)(i) Monthly Credentialing Report – Approved April/May
- (c)(ii) 2023 Credentialing Report

9.3 Reports

- (a) VP of Clinical Services/CNE Report
- (b) Chief of Staff Report
- (c) HDH Foundation Report

9.4 Correspondence

- (a) Patient Letter – Emergency Department Compliment

9.5 OHA Health Care Leadership Slide Decks

- (a) Health Systems Models and Learning for Ontario
- (b) The Role of Hospitals in Health Transformation

MOTION CARRIED

10. ROUND TABLE

P. Matheson

Complimented HDH on a job well done with the financial statements.

L. Butler

Brought forward information around a private/public health care vote being coordinated by a non-profit activist group.

11. NEXT MEETING

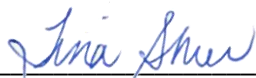
Annual General Meeting - Tuesday, June 27, 2023 at 5:00pm

12. COMPLETION OF BOARD MEETING EVALUATION

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

13. ADJOURNMENT

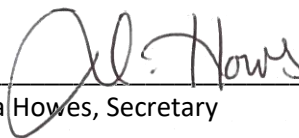
The meeting adjourned at 1807 hours.



Tina Shier, Chair



Victoria Cumming, Recorder



Dana Howes, Secretary