

HDH HANOVER &
DISTRICT
HOSPITAL
MINUTES OF THE REGULAR BOARD MEETING

DATE: Tuesday, September 28, 2021

TIME: 1700 hours

PLACE: GoToMeeting

PRESENT: **Voting Governors:** Lorna Eadie Hocking (Chair), Tina Shier (Co-Vice Chair), Tim Kraemer (Treasurer), Rejane Dunn, Terry Leis, Chris Prues, Cathy Rahn,
Non-Voting Governors: Dana Howes (President and CEO), Michelle Scime-Summers (Vice President of Patient Care Services/CNO), Dr. Randy Montag (Chief of Staff), Dr. Nick Abell (President of Medical Staff), Dr. Tim Heerema (Vice President of Medical Staff)

Invited Staff: Angela Wainscott (HDH Foundation Coordinator), Kim Mighton (Vice President of Finance & Operations), Victoria Cumming (Recording Secretary)

REGRETS: **Voting Governors:** Corwin Leifso (Co-Vice Chair), Pamela Matheson,
Non-Voting Governors:

1. CALL TO ORDER

L. Eadie Hocking called the meeting to order at 1701 hours.

2. OPENING REMARKS

L. Eadie Hocking welcomed everyone to the meeting and shared opening remarks.

3. APPROVAL OF AGENDA

Moved and Seconded

THAT the agenda be approved as presented.

MOTION CARRIED

4. DECLARATION OF ANY CONFLICT OF INTEREST

No conflicts were declared.

5. MISSION, VISION, VALUES

The Board reviewed the Mission, Vision, and Values and were asked to keep them in mind throughout the meeting.

6. PRESENTATION: HDH FOUNDATION

A. Wainscott, HDH Foundation (HDHF) Executive Director was introduced to the group and provided a presentation highlighting the HDH Foundation which included the following;

- The mission (special events, appeal letters, relationship building and share stories);
- HDHF funds Physician Recruitment & Retention, Scholarships, Staff Education and Chaplaincy;
- The people (staff, volunteers, donors and hospital);
- Board of Directors (members and responsibilities);
- Activities (planned giving, garden of fond memories, direct campaigns, appeals);
- Events (Drive In Night, Brew Side Bingo, Gala & Auction, Christmas Tour of Lights);
- Current Goal – IV Smart Pump Campaign for 45 new pumps (\$304,000); and
- Ways to Support the Foundation (share your stories, get involved, donate to the cause, and spread the word).

It was clarified what a blood drive is and how it can raise funds. This event will be happening on

October 16, 2021 at Hope Church and more information will be advertised soon.

A. Wainscott left the meeting.

7. **STRATEGIC MATTERS**

7.1 Grey- Bruce Ontario Health Team (GB OHT) Update

D. Howes provided a written briefing note in the agenda that highlighted;

- On September 17, 2021, the province announced eight new Ontario Health Teams including the Grey Bruce Ontario Health Team. The province now has 50 Ontario Health Teams;
- The Grey Bruce Ontario Health team continues to work on developing the structure of the team and is currently focused on onboarding patient partners to the Patient Council;
- The team is also working on developing a collaborative agreement of accountability for all organizations involved and is developing a structure for the “Chair’s Council” that will provide oversight for the team; and
- Upcoming events include a meeting to discuss the terms of reference for the Chair’s Council on September 28, 2021 and on September 29, 2021 the Grey Bruce OHT Community Information Session # 2 will occur.

7.2 Including the Patient Voice

D. Howes brought forward including a patient representative at the governance table. The purpose would be to capture the patient perspective and voice. HDH has done a great job from an operational standpoint with the Patient & Family Advisory Committee and have even included them in the hiring process. It was suggested that a board committee level would be a good place to begin incorporating. It was also suggested that they could be appointed from PFAC or be selected by the Nominating Committee. This could also be a good training opportunity for a potential board member.

Moved and Seconded

THAT the Board of Governors have a patient representative sit on the board and be appointed from the PFAC Committee.

MOTION DEFEATED.

It was thought that board members are patients and community members. There was more comfortability with a community member on a board committee. It was thought that the member would be non-voting and not participate in in-camera meetings.

It was noted that PFAC members do already provide input to the QIP, capital etc. before it goes to the board.

The group agreed the community member should be a non-voting member but be able to ask questions and provide input. It could be the Co-chair of the PFAC and a great trial committee would be the Finance/Audit & Property Committee.

Moved and Seconded

THAT the Board of Governors trial a non-voting Patient & Family Advisory Committee member chosen by the Nominating Committee for one year on a Board Committee to be determined.

MOTION CARRIED.

8. **NEW BUSINESS**

8.1 COVID-19 Update

An update on the COVID-19 response was provided via a briefing note which included the

following;

- Volumes have been steadily increasing in the COVID-19 Assessment Centre not that school has begun. Volumes will continue to be monitored. HDH has increased clinic days from a three day to a five day a week model in order to meet the needs of our community.
- HDH is working collaboratively with regional hospital partners to develop guiding principles to assist in establishing a common approach to managing hospital visitation;
- Wave 4 planning has been occurring across the Ontario Health West region to prepare for a surge in patient needing admission to the hospital. Hospitals have been encouraged to review staffing models and programs to determine what could be diverted if there was a need to accommodate COVID-19 patients. HDH will be hosting an education session for frontline staff focusing on life-threatening pediatric emergencies. There has been an emphasis to be prepared for surges in pediatric COVID-19 cases.

It was clarified that HDH is still receiving COVID funding for the COVID-19 Assessment Centre.

9. OFFICER REPORTS

9.1 Board Chair Report

L. Eadie Hocking provided a report in the agenda outlining the events/meetings she has participated in from May 21, 2021 to September 23, 2021. A Board education opportunity was noted as well. She also let the Board know that N. Zeh has resigned from the Board. There was no further discussion.

9.2 President/CEO Report

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

- The Ontario Hospital Association (OHA) hosted a meeting with members of the Small, Rural and Northern (SRN) Council to discuss issues facing rural hospitals in Ontario. The SRN Council has tasked the OHA with advocating for system-wide changes to Health Human Resources approaches through facilitated discussions with government, Ontario Health and the Ministry of Colleges and Universities to increase resources and opportunities with hospital especially in rural settings;
- D. Howes has begun the role of the Chair of the InterHospital Lab Partnership (IHLP) for the duration of two years; and
- The Senior Leadership Team, with the support of the Board of Governors, hosted a staff appreciation week in August.

10. BUSINESS/COMMITTEE MATTERS

10.1 Finance/Audit & Property Committee Report

T. Kraemer reported that the Finance/Audit & Property Committee met on September 23, 2021 and reviewed the financial statements for the 5th period ending August 31, 2021. At the end of August YTD there was a deficit of \$67,142 before amortization and an YTD deficit of \$182,117 after amortization.

A project to replace the final section of roofing under the penthouse was completed in July. In August, renovations were complete in the ultrasound area and two new ceiling lifts were installed in patient rooms.

10.2 Fiscal Advisory Committee Report

Nothing to report at this time.

10.3 Public Relations Committee Report

C. Rahn reported that the website project is now complete and the group viewed the new design and features. The launch took place in September.

10.4 By-Law Committee Report

Nothing to report at this time.

10.5 Nominating Committee Report

T. Shier reported that a resignation has been received and the Nominating Committee will be meeting to look at committee membership and recruitment strategies. The committee will also work to determine a PFAC member for a board committee as discussed earlier.

11. CONSENT AGENDA

Moved and Seconded

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

11.1 Open Board Session Minutes - Board Open Session Minutes – June 22, 2021

11.2 Board Committee Reports

(a) Medical Advisory Committee Minutes – June 3, 2021

(i) Chief of ED – Physician Committee List

11.3 Reports

(a) Finance & Property Report

(b) VP of Patient Care Services/CNO Report

(c) Chief of Staff Report

(d) Foundation Report

(e) Auxiliary Report

11.4 Correspondence

(a) Letter from Patient Care Managers to Board

(b) Letter from Patient Care Managers to Board Chair

(c) Patient Letter

MOTION CARRIED

12. ROUND TABLE

No further discussion.

13. NEXT MEETING

Tuesday, October 26, 2021 at 5:00pm

14. COMPLETION OF BOARD MEETING EVALUATION

L. Eadie Hocking reminded the group to complete the Board Meeting Evaluation.

15. ADJOURNMENT

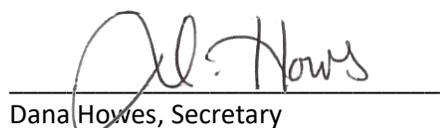
The meeting adjourned at 1808 hours.

NOTICE OF IN-CAMERA SESSION

An in-camera session was held following the open board session to discuss matters as outlined in Board Policy # 400.


Lorna Eadie Hocking, Chair


Victoria Cumming, Recorder


Dana Howes, Secretary