

# **NORTHUMBERLAND HILLS HOSPITAL**

## **BOARD OF DIRECTORS**

**September 6, 2012  
5:00 pm - Boardroom**

## **MINUTES**

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**Present:** D. Mann, Chair; J. Russell, B. Gerber, C. Stewart, J. Hudson, T. Sears, B. Carman, K. Jackson, H. Sculthorpe, J. Farrell, D. Pepper, D. Broderick, A. Stratford, A. Logan, R. Biron, H. Brenner

**Regrets:** B. Brook, J. Parravano, G. Metson

**Staff:** C. Turk, E. Vosburgh, J. Gillard

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**1. CALL TO ORDER**

D. Mann called the meeting to order at 5:00 pm.

**2. EDUCATIONAL PRESENTATION**

None

**3. CONFLICT OF INTEREST**

None

**4. APPROVAL OF AGENDA**

It was Moved by C. Stewart and Seconded by B. Gerber that the agenda be approved as circulated. Carried

**5. APPROVAL OF PREVIOUS MINUTES**

It was Moved by J. Farrell and Seconded by H. Sculthorpe that the minutes of June 21, 2012 be approved as circulated. Carried.

**6. CHAIR REMARKS**

D. Mann welcomed all Board Directors back after the summer hiatus.

**7. CHIEF EXECUTIVE OFFICER'S REPORT**

R. Biron reviewed the CEO report that was circulated to the Board.

- The Ontario Stroke Network and the Institute for Clinical Evaluative Services released a report card comparing level of access, treatment and rehabilitation for stroke patients across Ontario. Each LHIN received a detailed report card which will be used to review gaps and identify solutions to enhance the stroke care system.
- Health Quality Ontario has released their 2012 Quality Monitor Report. NHH has been cited as an example of success in addressing Alternate Level of Care (ALC) patients.
- R. Biron has been elected as the Chair of the Board for the Hospital Diagnostic Imaging Repository Services (HDIRS) as of June 2012.

## 8. CHIEF OF STAFF'S REPORT

D. Broderick reviewed the report that was circulated to the Board.

D. Broderick outlined a recommendation from the Medical Advisory Committee to grant Associate privileges in Internal Medicine to Dr. Anuja Sharma.

**It was moved by J. Hudson and seconded by J. Farrell that Dr. Anuja Sharma be granted ASSOCIATE privileges in Internal Medicine. CARRIED.**

## 9. REPORTS FROM COMMITTEES

### 9.1 QUALITY AND SAFETY COMMITTEE

K. Jackson provided the report of the Quality and Safety Committee. Two new Community members were welcomed to the Committee, B. Selby and C. Tozer.

The NHH Health Professions Scholarship awards were presented to two local students: Rachel Schoon and Samantha Schmachtel.

The Committee reviewed the revised 2012-13 Terms of Reference. Additions include review of physician recruitment plans and activities and PATH project progress.

**It was moved by K. Jackson and seconded by C. Stewart to approve the updated Terms of Reference for the Quality and Safety Committee for 2012-2013 as circulated. CARRIED.**

The Committee reviewed the draft work plan which flow directly from the Terms of Reference and reflect the schedule of review for all items. A tentative schedule for educational presentations to the Committee was reviewed.

The Committee reviewed the Q1 results for the Quality Indicator Report and the Quality Improvement Plan. The outstanding results of the 2012 Ontario Laboratory Accreditation were reviewed, with the NHH Laboratory achieving an overall score of 97%.

The Committee received a copy of the CE LHIN Concurrent Disorders Charter for review. The Charter focuses on improving access of care for patients with both mental health and addiction disorders and is being adopted across the CE LHIN. NHH currently has this program in place and signing of the Charter will formalize commitment to the program.

**It was moved by K. Jackson and seconded by J. Farrell to approve Board signing of the CE LHIN Concurrent Disorders Charter. CARRIED.**

K. Jackson encouraged all members to read the 2012 Quality Monitor Report published by Health Quality Ontario.

## **9.2 Governance Committee**

J. Russell provided the report of the Governance Committee.

The Committee reviewed the revised 2012-13 Terms of Reference. Physician recruitment and planning activities have been transferred to the Quality and Safety Committee.

**It was moved by J. Russell and seconded by T. Sears to approve the Governance Committee Terms of Reference for 2012-2013 as circulated. CARRIED.**

The Committee discussed and agreed that a Board Retreat should be scheduled in the coming months to avoid conflict with Board Directors winter vacation schedules.

The Annual work plan was reviewed and amended to include reporting and review for Freedom of Information and Privacy activities.

The Accreditation Governance roadmap resulting from the survey completed by the Board Directors was reviewed. An action plan to address high priority items is being developed.

The education schedule for the Board of Directors was circulated. The schedule is tentative pending confirmation from community partners.

## **9.3 Finance and Audit Committee**

B. Gerber provided the report of the Finance and Audit Committee.

The Q1 financial statements and variance report were received. In the first quarter, NHH experienced an operating deficit of \$362,433 mostly attributable to an increase in patient activity and acuity, longer stays in the Emergency Department and a decline in revenue as a result of the increase in isolations arising from outbreaks in the first quarter of the fiscal year. Management is implementing a number of strategies to mitigate the impact on the Hospital's financial position.

The Committee reviewed their annual work plan and Terms of Reference. An update on the capital plan status was provided.

## **9.4 Facilities and Campus Development Committee**

J. Russell provided the report of the Facilities and Campus Development Committee.

The Committee completed a final discussion on the Life Lease Project. After months of consideration, the Committee has agreed that the revenue potential for NHH is not favourable given the economic environment and a decision was reached to discontinue the Life Lease project.

**10. FOUNDATION REPORT**

A. Logan provided the Foundation report.

The Foundation hosted or was the recipient to four golf tournaments over the summer, including the OHA Executive Golf Tournament which raised \$86,000.

Gala tickets go on sale starting September 17<sup>th</sup>. Further details on the physician-sponsored raffle are forthcoming.

**11. AUXILIARY REPORT**

No report.

**It was Moved by T. Sears and Seconded by H. Sculthorpe that all reports be received.  
Carried**

**12. OTHER BUSINESS**

**13. FOR INFORMATION/CORRESPONDENCE**

None.

**14. QUESTIONS AND COMMENTS**

None

**15. IN CAMERA**

The meeting moved to in-camera at 5:40 pm on a motion by J. Russell and seconded by C. Stewart.

The in-camera meeting addressed matters relating to campus development, physician coverage and the PATH project.

**16. NEXT MEETING**

**October 4, 2012**

**17. TERMINATION OF MEETING**

The meeting terminated at 7:12 pm on a motion from T. Sears.