

NORTHUMBERLAND HILLS HOSPITAL

BOARD OF DIRECTORS

October 4, 2012

5:00 pm - Boardroom

MINUTES

Present: D. Mann, Chair; J. Russell, B. Brook, B. Gerber, C. Stewart, J. Hudson, T. Sears, B. Carman, H. Sculthorpe, J. Farrell, A. Logan, G. Metson, R. Biron

Regrets: K. Jackson, D. Pepper, D. Broderick, A. Stratford, J. Parravano, H. Brenner

Staff: C. Turk

1. CALL TO ORDER

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

2. EDUCATIONAL PRESENTATION

Janet Burn, Program Director, provided a presentation on the Palliative Care program at NHH and within the CE LHIN.

3. CONFLICT OF INTEREST

None

4. APPROVAL OF AGENDA

It was Moved by J. Hudson and Seconded by C. Stewart that the agenda be approved with the addition of an in-camera session to review the Hospital Service Accountability Agreement. Carried

5. APPROVAL OF PREVIOUS MINUTES

It was Moved by J. Farrell and Seconded by H. Sculthorpe that the minutes of September 6, 2012 be approved as circulated. Carried.

6. CHAIR REMARKS

D. Mann provided notice to the Board of the passing of R. Fenner.

7. CHIEF EXECUTIVE OFFICER'S REPORT

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

- The Central East Community Care Access Centre (CE CCAC) has released their 2011-2012 Annual Report.
- The PC Party of Ontario released a white paper on health system structure.
- The Board Strategic Planning Session has been rescheduled for October 26th and 27th with dinner provided on the evening of October 26th. The session will review health reform issues, financial challenges and strategic plan.

8. CHIEF OF STAFF'S REPORT

R. Biron reviewed the report that circulated to the Board and the recommendation from the Medical Advisory Committee to approve appointments of various midwives and physicians.

It was moved by C. Stewart and seconded by B. Brook that the Board approve the following new appointments:

REGISTERED MIDWIVES:

- Nicole Del Vecchio, NewLife Group*
- Lauren Wattam, NewLife Group*
- Helen Bone, Community Care Group*
- Melanie Beaudoin, Community Care Group
- J. Marlys Corbiere, Community Care Group

PHYSICIANS:

- Dr. Adena Scheer, LOCUM – General Surgery*
- Dr. Eric Klevan, LOCUM – General Surgery
- Dr. J. Kellett, LOCUM – Internal Medicine
- Dr. Frances Crawford, LOCUM – Emergency Medicine*
- Dr. Salman Elsadi, Emergency Medicine, HFO*
- Dr. Hany Demian, Emergency Medicine, MEI*

CARRIED.

9. REPORTS FROM COMMITTEES

9.1 QUALITY AND SAFETY COMMITTEE

C. Stewart provided the report of the Quality and Safety Committee.

The Committee received a presentation from H. Brenner on the Partners Advancing Transitions in Healthcare (PATH) project which provided an update on the stages of the project and operational structures in place. C. Stewart extended appreciation to H. Brenner and R. Biron for their work on this initiative.

Human Resources key performance indicators were presented, including employee demographics, operations and structure, compensation and benefits. The Committee also had an update on the Hospitalist program.

9.2 Governance Committee

J. Russell provided the report of the Governance Committee.

The Committee reviewed the revised 2012-13 Education Schedule; some dates for presentations from Community Partners are still to be scheduled.

The Accreditation Roadmap for Governance Standards was reviewed by priority. The roadmap will be updated to include specific examples for each item. NHH is essentially meeting the standards, and a full report will be provided to the Board.

The Board Retreat has been renamed Board Strategic Planning Session after discussion. The session is scheduled for October 26th and 27th.

9.3 Finance and Audit Committee

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

The variance report to August 31, 2012 was reviewed. The operating deficit is \$403,635 and is largely attributable to the increase in patient activity and acuity in the ED and ICU, continuing challenges with MRP care and a decline in revenue due to increased isolations and occupancy.

The next meeting of the Committee will include a review of the Q2 financial reports. All Board members will be invited to attend.

10. FOUNDATION REPORT

A. Logan provided the Foundation report.

Gala tickets are now on sale. The physician-sponsored raffle includes a cruise, travel voucher and a Galaxy tablet.

Preparations have begun for the 2012 Light up a life campaign. The Troop family has presented the Foundation with a donation to create an endowment fund.

The Gift-it program, developed by John Stewart, has received positive media interest. The Donor appreciation event was held on September 20th.

11. AUXILIARY REPORT

G. Metson provided the Auxiliary report.

The first Author! Author! Event was held at Furby Books in Port Hope. Over 90 people were in attendance.

The Auxiliary has been approached to assist at this year's Flu Clinics. The Auxiliary Board has determined that there is currently no capacity to add this task to their work to this year.

A strategic planning questionnaire has been developed and distributed to all Auxiliary members.

**It was Moved by B. Gerber and Seconded by T. Sears 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 6:10 pm on a motion by J. Hudson and seconded by B. Carman.

The in-camera meeting addressed matters relating to the Hospital Service Accountability Agreement.

16. NEXT MEETING
November 8, 2012

17. TERMINATION OF MEETING
The meeting terminated at 7:02 pm on a motion from B. Carman.