

# NORTHUMBERLAND HILLS HOSPITAL

## BOARD OF DIRECTORS

November 8, 2012

5:00 pm - Boardroom

## MINUTES

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Present: J. Russell, Vice Chair; B. Gerber, K. Jackson, C. Stewart, D. Pepper, H. Sculthorpe, J. Hudson, A. Logan, G. Metson, H. Brenner, R. Biron, D. Broderick, B. Carmen (phone), T. Sears (phone)

Regrets: D. Mann, B. Brook, J. Farrell, A. Stratford, J. Parravano

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

Guests: D. Matthews, D. Hammonds, D. Sudbury, G. Obarski

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### 1. CALL TO ORDER

J. Russell called the meeting to order at 5:10 pm.

J. Russell welcomed special guest, Minister of Health and Long-Term Care, Honourable Deb Matthews. The Central East LHIN's CEO Deb Hammons and Board Vice Chair David Sudbury were also welcomed as were representatives from the PATH Partnership.

J. Russell extended condolences on behalf of the Board to B. Brooks on the passing of her mother. He noted the presence of Northumberland Hills Hospital at the OHA Health Achieve conference with presentations from H. Brenner on The Patient Experience, the Changing Landscape and L. McCullough on best practices in Maternal-Child health. NHH was also praised for its good work related to the Citizen's Advisory Panel.

### 2. EDUCATIONAL PRESENTATION

Genevieve Obarski, Executive Lead, The Change Foundation presented on the Partners Advancing Transitions in Healthcare (PATH) project in Northumberland.

### 3. MINISTER OF HEALTH COMMENTS

Honourable Deb Matthews addressed the Board. She extended congratulations to the Northumberland Community Partnership on being selected for the PATH project.

Ms. Matthews noted that the Ministry of Health has been watching Northumberland Hills Hospital and that NHH is driving change in the province with great ALC success. Ms. Matthews sent her thanks to the organization for leading the way.

The Minister commented that she is excited about the current direction of health care in the province and that a focus on high needs patients, such as the PATH project, is the way to go with higher quality care. Ms. Matthews announced that the PATH partnership is going to lead and teach the rest of the province on how to do it.

### 4. CONFLICT OF INTEREST

None.

**5. APPROVAL OF AGENDA**

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

**6. APPROVAL OF PREVIOUS MINUTES**

It was Moved by H. Sculthorpe and Seconded by J. Hudson that the minutes of October 4, 2012 be approved as circulated. Carried.

**7. CHAIR REMARKS**

J. Russell expressed a thank you to all Board members and staff for their support and participation at the Board Strategic Planning Session.

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

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

- The Trillium Gift of Life Network has released a Highlights report outlining achievements in 2011/12.
- The Institute for Clinical Evaluative Sciences (ICES) and Public Health Ontario has released their final report in a series of burden of disease reports. This study quantifies the burden of mental illness and addictions in Ontario.
- H. Brenner and NHH were highlighted in the RNAO edition of Nursing in the News which profiled our expanded Ontario Telemedicine initiative (OTN).

**9. REPORTS FROM COMMITTEES**

**9.1 QUALITY AND SAFETY COMMITTEE**

K. Jackson provided the report of the Quality and Safety Committee.

The Committee received a presentation from Janet Burn, Program Director, on the Inpatient Rehabilitation department. Following the presentation, a tour was provided of the unit.

An update on the recruitment of hospitalists to NHH was presented. A report on eHealth initiatives was received, with focus on delivery of quality of patient care through technology. The report of the Medical Advisory Committee was reviewed with discussion on reporting of falls that do not result in injury.

**9.2 Governance Committee**

J. Russell provided the report of the Governance Committee.

The Committee finalized the Annual Work Plan for 2012-13 after revisions were reviewed.

The Accreditation Roadmap for Governance Standards was reviewed by priority. The roadmap was reviewed in detail for the Board Directors by R. Biron.

The Committee discussed the need for policy direction for Community Board Members. A draft policy will be drafted and reviewed by the Committee.

**9.3 Finance and Audit Committee**

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

The variance report to September 30, 2012 was reviewed. The operating deficit before amortization is \$96,879 and NHH is forecasting an operating deficit before amortization of approximately \$472,000 at year end.

The Multi-Sector Accountability Agreement (M-SAA) Declaration of Compliance for April 1, 2012 to September 30, 2012 was presented. The M-SAA covers the outpatient mental health service. The senior executive team has reviewed the requirements and to the best of their knowledge, NHH is in compliance with its provisions.

**It was Moved by B. Gerber and Seconded by C. Stewart to approve the Board Chair to sign the Multi-Sector Accountability Agreement (M-SAA) Declaration of Compliance – Schedule G. Carried**

The 2013-14 Community Accountability Planning Submission (CAPS) and the resulting Multi-Sector Accountability Agreement (M-SAA) refresh process for 2013-14 was reviewed by the Committee. The M-SAA for NHH now covers the Regional Specialized Geriatric Services (RSGS) in addition to the outpatient mental health service. Both programs are expected to have a balanced operating budget for next year.

**It was Moved by B. Gerber and Seconded by J. Hudson to approve the 2013-14 Community Accountability Planning Submission (CAPS). Carried**

#### **10. FOUNDATION REPORT**

A. Logan provided the Foundation report.

The 12<sup>th</sup> annual Gala, held this past weekend, was a success. A. Logan expressed her gratitude to the Board of Directors for their support. Thank you to all the physicians for their support of the Doctor's Raffle.

The Light Up a Life campaign will be held on December 12<sup>th</sup>.

#### **11. AUXILIARY REPORT**

G. Metson provided the Auxiliary report.

The Auxiliary Board is continuing its strategic planning process. Current decline in volunteer numbers, the vacancy in the Vice President position and low results from fundraising initiatives are in review. An area audit for volunteers is underway.

**It was Moved by B. Gerber and Seconded by J. Hudson 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 6:35 pm on a motion by B. Gerber and seconded by K. Jackson.

The in-camera meeting addressed matters relating to the Board Strategic Planning Session.

**16. NEXT MEETING  
December 6, 2012**

**17. TERMINATION OF MEETING**

The meeting terminated at 7:40 pm on a motion from B. Carman.