

# NORTHUMBERLAND HILLS HOSPITAL

## BOARD OF DIRECTORS

March 7, 2013

5:00 pm - Boardroom

## MINUTES

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Present: B. Brook, Second Vice-Chair, J. Hudson, B. Carman, J. Farrell, B. Gerber, B. Selby, H. Sculthorpe, D. Pepper, A. Logan, C. Stewart, A. Stratford, J. Parravano, D. Broderick, P. Fenner, R. Biron, H. Brenner

By phone: D. Mann, J. Russell, T. Sears

Regrets: K. Jackson

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

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### 1. CALL TO ORDER

Acting as Chair for the meeting, B. Brook called the meeting to order at 5:00 pm.

### 2. EDUCATIONAL PRESENTATION

Elizabeth Vosburgh, VP, Human Resources and Quality, presented an overview of Accreditation 2013 for Northumberland Hills Hospital. The Accreditation survey for Governance Standards is scheduled for March 25<sup>th</sup> at 9:30 am.

### 3. CONFLICT OF INTEREST

None.

### 4. APPROVAL OF AGENDA

It was Moved by C. Stewart and Seconded by H. Sculthorpe that the agenda be approved with the following amendment: item 12.1 Board Evaluation Survey results be moved to In-Camera. Carried.

### 5. APPROVAL OF PREVIOUS MINUTES

It was Moved by J. Farrell and Seconded by C. Stewart that the minutes of February 7, 2013 be approved as circulated. Carried.

### 6. CHAIR REMARKS

No remarks.

### 7. CHIEF EXECUTIVE OFFICER'S REPORT

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

- A letter received from one of the nursing staff at the hospital was highlighted. The letter outlined the focus on the hospital values and teamwork of the staff.
- Influenza immunization rates for Northumberland Hills Hospital staff are at 63%, a significant increase over the 2011-12 rate of 56%. Mandatory immunization decision rests with the Chief Medical Officer of Health for Ontario.
- The CE LHIN has released the third Integrated Health Service Plan (IHSP) document that outlines a shared "Community First" goal for local health care system.

- A mock Accreditation survey will be held on March 19<sup>th</sup> for Governance Standards. The Accreditation review for Governance Standards is on March 25<sup>th</sup>. All Board Directors are encouraged to attend.

## **8. CHIEF OF STAFF REPORT**

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

D. Broderick outlined a recommendation from the Medical Advisory Committee to approve Courtesy (Emergency Medicine) privileges to Dr. Adriana Palencar.

**It was Moved by J. Farrell and Seconded by C. Stewart to approve Dr. Adriana Palencar Courtesy (Emergency Medicine) privileges. 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 Julie Clarke on the NHH Interprofessional Practice Model.

The 2012-13 Quality Indicator Report and Quality Improvement Plan third quarter reports were reviewed. A pilot in-time patient satisfaction survey is currently running in the Emergency Department.

Ian Moffat, Director, Diagnostic Imaging, provided a presentation on the Women's Health Centre. Following the presentation, the Committee attended a tour of the department.

### **9.2 Finance and Audit Committee**

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

A summary of funding confirmed to date was reviewed. Additional funding has been confirmed for an additional 280 cataract procedures. The Ministry of Health and Long-Term Care has confirmed that there is no payable owing regarding Post Construction Operating Plan (PCOP) funding.

The Committee reviewed the 2013-14 Operating Plan and the matter will be addressed in the In-Camera meeting.

## **10. FOUNDATION REPORT**

A. Logan provided the Foundation report. The Foundation has reached their Annual goal of \$1.5 million for 2012-13.

The Docs versus Cops hockey game held on Family Day was a success with approximately \$2000 in donations. A local event, Pretty in Pink, raised \$7000 through its silent auction with proceeds benefiting the NHH Women's Health Centre. The Foundation Board attended an ethics education session on March 6<sup>th</sup>.

**11. AUXILIARY REPORT**

P. Fenner provided the Auxiliary report. The Auxiliary is holding a Volunteer Recruiting Drive on March 19<sup>th</sup> and March 20<sup>th</sup> at the NHH Kiosk. The Family Day Polar Dip was successful, funds raised are being counted.

**It was Moved by B. Carman and Seconded by B. Gerber that all reports be received. Carried**

**12. OTHER BUSINESS**

**13. FOR INFORMATION/CORRESPONDENCE**

Three items for information were pre-circulated for review.

Hospital Memberships for 2012-13 must be purchased by April 25<sup>th</sup>, 2013.

**14. QUESTIONS AND COMMENTS**

None

**15. IN CAMERA**

The meeting moved to in-camera at 5:30 pm on a motion by C. Stewart and seconded by H. Sculthorpe

The in-camera meeting addressed matters relating to the 2013-14 Hospital Services Accountability Agreement (H-SAA), Accreditation, Board self-evaluation results and the recruitment of the CEO position.

**16. NEXT MEETING - April 4, 2013**

**17. TERMINATION OF MEETING**

The meeting terminated at 7:45 pm on a motion from B. Gerber.