

NORTHUMBERLAND HILLS HOSPITAL

BOARD OF DIRECTORS

March 6, 2014

Boardroom

MINUTES

Present: J. Russell, T. Sears, C. Stewart, J. Hudson, C. Tozer, B. Gerber, L. Davis, H. Brenner
E. Merbis, P. Went

Phone: D. Mann, J. Farrell, B. Carman

Regrets: B. Copland, G. Metson, B. Brook, H. Sculthorpe, D. Pepper, C. Kwok, M. Essak, D. Broderick

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

1. CALL TO ORDER

J. Russell called the meeting to order at 5:00 pm.

2. EDUCATION SESSION

Rhonda Cunningham, Executive Director and Heather Norris, Planned Gifts Officer, presented an overview of the Foundation Capital Campaign and the "1% Ask" program.

3. APPROVAL OF AGENDA

It was Moved by C. Stewart and Seconded by T. Sears to approve the agenda as circulated. Carried.

4. APPROVAL OF PREVIOUS MINUTES

It was Moved by J. Farrell and Seconded by B. Gerber that the minutes of February 6, 2014 be approved as circulated. Carried.

5. CONFLICT OF INTEREST

None

6. CHAIR REMARKS

J. Russell extended kudos to J. Gillard for her good work in providing information to the Board of Directors. He also outlined some first-hand patient compliments he had received from the community about the hospital.

7. CEO REPORT

The Senior Management report was pre-circulated.

The Board discussed the emergency blood preparedness plan and the recent motion from the CE LHIN on the hospital clinical information systems. The recent Rural Ontario Summit held in Cobourg was also reviewed.

The staff stories initiative by the NHH Values Ambassadors was highlighted and copies of the stories were made available to the Board Directors.

8. Chief of Staff Report

J. Russell reviewed the credentialing motion on behalf of D. Broderick.

Moved by C. Stewart and Seconded by J. Hudson, whereas the Credentials Committee, in accordance with the NHH By-laws, has reviewed and recommended to the Medical Advisory Committee that the credentials of the person(s) named below are in order and;

Whereas the Medical Advisory Committee has reviewed and recommended to the Board of Directors;

The Board of Directors hereby grants:

- **Dr. Kemi Oluyole, Associate privileges to the department of Family Medicine**
- **Dr. Andy Narine, Locum privileges to the department of Obs-Gyne**
- **Dr. Ryan Mangel, Courtesy privileges to the department of Emergency Medicine**

- **Dr. Frank Marrocco, re-appointment, Active privileges, Radiology**
- **Dr. Paul Marrocco, re-appointment, Active privileges, Radiology**
- **Dr. Joseph Parravano, re-appointment, Active privileges, Radiology**
- **Dr. Matthew Vaughan, re-appointment, Active privileges, Radiology**

Carried.

9. REPORTS

9.1 Finance and Audit Committee

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

The Committee reviewed the 2014-15 preliminary capital plan in correlation to the Foundation "Equipped to Care" campaign launching in the spring of 2014. The campaign will focus on major equipment requirements including cardiac and telemetry units. A complete review and prioritization of capital needs will be completed however NHH has identified the equipment in the Foundation campaign as high priority.

It was Moved by B. Gerber and Seconded by J. Farrell to approve the preliminary capital equipment plan for fiscal year 2014-15 of \$3,850,000 subject to availability of funds through the Foundation Equipped to Care campaign. Carried.

KPMG presented the 2013-14 audit planning report and engagement letter to the Committee and an update on funding for 2013-14 was received.

The financial results ending January 31, 2014 show a net operating deficit of \$208,648 compared to a planned net operating deficit of \$205,170. Main pressures continue in staffing and supplies due to occupancy and acuity. Mitigation strategies are in process and additional mitigation strategies were implemented in January.

9.2 Governance Committee

J. Russell provided the report of the Governance Committee and noted that the meeting did not achieve quorum.

The Committee received an update on the integration proposal presentation to the CE LHIN Board. The Board approved the majority of the Hospital and Community Health Services Integration recommendations through a series of motions on each component of the plan and has requested reports on progress for June 2014. The CE LHIN senior staff acknowledged the work done to reach a strategic alliance between NHH and the Port Hope CHC.

The Committee continues to discuss the proposed changes to the not-for-profit legislation and has agreed that the By-laws will not be revised to reflect the proposed changes in the Not-for profit legislation until that legislation has passed. The By-laws will be reviewed and revised this year, but only inasmuch as to reflect current practice. The Board policies will also be reviewed and revised.

The Annual General Meeting is scheduled for June 19th at 7:00 pm in the NHH Education Centre. The Committee is discussing potential speakers for the meeting.

The Committee received a standardized motion for credentialing and the standard motion has been put in place for the Board meeting.

The annual Access and Privacy report was received and reviewed by the Committee and the due diligence that is conducted at NHH was noted.

9.3 Quality and Safety Committee

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

The Committee received a presentation from Scott Pepin, Director Community Mental Health on the Community Mental Health program in Northumberland County.

The draft Quality Improvement Plan for 2014-15 was received by the Committee. Discussion was held on infection rate targets, safe mobility indicators and real time patient satisfaction surveys.

A revised Quality Improvement Plan was circulated to the Board and changes were highlighted.

The third quarter Quality Improvement Plan and Quality Indicator Report updates were reviewed and the Committee discussed the targets for each indicator. An update on influenza vaccination rates at NHH was provided and the Committee appreciated the increase in the number of staff who had received the immunization.

- 10. Foundation Report**
No report was available.

- 11. Auxiliary Report**
No report was available.

It was Moved by T. Sears and Seconded by J. Hudson to receive all reports. Carried.
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12. OTHER BUSINESS

J. Russell acknowledged the display of the NHH Mission, Vision and Values during the meeting.

- 13. IN CAMERA**
No in camera meeting was required.

- 14. TERMINATION OF MEETING**
The meeting was terminated at 6:37 pm on a motion from B. Gerber.