

NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

**May 8, 2014
Boardroom**

MINUTES

Present: D. Mann, Chair; J. Russell, C. Tozer, J. Hudson, J. Farrell, G. Metson, D. Pepper, C. Stewart, H. Sculthorpe, M. Essak, B. Brook, B. Carman, L. Davis, D. Broderick, H. Brenner

G. DeBruyn, J. Stalker, P. Went

Regrets: B. Copland, C. Kwok, T. Sears

Staff: C. Turk, E. Vosburgh

1. HEALTH SCHOLARSHIPS PRESENTATION

D. Mann presented the annual NHH Health Professions scholarships to local students, Jessica Cable and Breanna Haig who had been selected as the recipients of this year's awards. A news release will be released by Administration.

2. EDUCATION SESSION

Jonathan Breslin, Ethics Consultant, presented on Ethics in Hospital Governance.

3. CALL TO ORDER

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

3. CONFLICT OF INTEREST

None

4. APPROVAL OF AGENDA

It was Moved by B. Brook and Seconded by J. Farrell to approve the agenda as circulated. Carried.

5. CONSENT AGENDA MATTERS

None.

6. APPROVAL OF PREVIOUS MINUTES

It was Moved by J. Farrell and Seconded by C. Stewart that the minutes of April 3, 2014 be approved as circulated. Carried.

7. CHAIR REMARKS

D. Mann commented that the Volunteer Recognition event held in April was well attended by volunteers from the Auxiliary, Foundation and Board of Directors.

The Board Chair and the CEO had the opportunity to participate in the Strategic Planning Board Retreat for Peterborough Regional Health Centre.

The new NHH Joint Conference Committee has held their initial meeting and the venue will provide a great opportunity for the Board and the Professional Staff to continue open dialogue.

The Board Self-Assessment Evaluation survey forms were circulated with the meeting package. D. Mann requested that completed forms to be returned to S. Connell within a week.

8. SENIOR STAFF REPORT

The Senior Management report was pre-circulated. L. Davis noted that the PATH project's pilot with the first group of local seniors has begun. Doctor's Day and Nurses Week are in May and activities are planned throughout NHH to recognize both professional groups.

The NHH Annual General Meeting on June 19th is well underway for planning with the guest speaker being finalized. The NHH Chemotherapy Clinic has been renamed to reflect the expanded local services including the radiation oncology clinics.

9. Chief of Staff Report

D. Broderick reported that the Department Chief's Quality Council Committee continues to meet regularly and the venue has proved beneficial to allowing a broader sharing of ideas across the medical departments.

D. Broderick presented the report of the Credentials Committee. One physician has been reviewed for re-appointment and status change privileges.

Moved by C. Stewart and Seconded by D. Pepper,

Whereas the Credentials Committee, in accordance with the NHH By-laws, has reviewed and recommends to the Medical Advisory Committee that the credentials of the person(s) listed below are in order and meet the criteria for re-Appointment to the Professional Staff for the year commencing April 1, 2014;

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

The Board of Directors hereby grants the following **2014 Re-Appointment privileges to April 1, 2015:**

Dr. R. Marquardt, re-appointment change in status from Associate (Family Medicine) to Active (Family Medicine).
Carried.

10. REPORTS

10.1 Finance and Audit Committee

J. Hudson provided the report of the Finance and Audit Committee.

The Committee reviewed the draft 2013/14 annual financial statements and approved for presentation to KPMG, external auditors, for their review and audit. The Committee also reviewed a complete summary of funding for 2013-14 and received the CEO / CFO Certification for the quarter ended March 31, 2014.

10.2 Governance Committee

J. Russell provided the report of the Governance Committee.

The Committee reviewed and discussed the process for Board evaluation and the OHA Guide to Good Governance recommendations. A review of self-evaluation and peer evaluation tools will be reviewed by the Committee in the fall and recommendations will be brought to the Board. The current evaluation tool will be used for this month and a reminder to complete and forward was extended.

10.3 Quality and Safety Committee

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

The Employee Experience Survey results were presented to the Committee. NHH scored positive results and were comparable to NHH's peer group. Opportunities for improvement have been identified and action plans are in development. The Committee noted that Board recognition of staff achievements is important in advancing positive employee experience.

11. MATTERS FOR INFORMATION

Foundation Report

No report was available.

Auxiliary Report

G. Metson provided the report of the Auxiliary.

The Auxiliary Annual General Meeting will be held on May 27th. Linda Davis is the keynote speaker for the event. Volunteer recognition of length of service is being reintroduced at the AGM.

The Auxiliary Board for 2014-15 will be shifting their focus to volunteer recruitment and move away from holding special events. The Auxiliary focus will be support of NHH through current positive revenue sources including Petticoat Lane.

It was Moved by B. Brook and Seconded by J. Hudson to receive all reports. Carried.
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12. IN CAMERA

Moved by C. Tozer and Seconded by H. Sculthorpe, the meeting moved to in-camera at 6:15 pm.

13. TERMINATION OF MEETING

The meeting was terminated at 7:11 pm on a motion from J. Russell.