

NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

**September 4, 2014
Boardroom**

MINUTES

Present: J. Russell, Chair; J. Hudson, C. Tozer, B. Selby, T. Sears, B. Gerber, D. Mann, T. McLean, C. Stewart, E. Merbis, B. Carman, A. Stratford, L. Davis, H. Brenner

E. Merbis, P. Went, K. Hook

Regrets: L. Kay, D. Broderick, M. Bhargava, G. Metson

Staff: E. Vosburgh, J. Gillard

1. CALL TO ORDER

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

2. EDUCATION SESSION

Janet MacLean, Vice President Clinical Affairs, presented an overview of The Trillium Gift of Life program in Ontario and at NHH.

3. CONFLICT OF INTEREST

None declared.

4. APPROVAL OF AGENDA

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

5. CONSENT AGENDA MATTERS

None.

6. APPROVAL OF PREVIOUS MINUTES

It was Moved by T. Sears and Seconded by B. Selby that the following Board minutes be approved as circulated:

- June 5, 2014
- June 19, 2014
- August 12, 2014

Carried.

7. CHAIR REMARKS

J. Russell welcomed the Board back after the summer hiatus and extended welcome to new Community Member, K. Hook and welcome back to A. Stratford, Vice President of the Medical Staff Association. He noted that some members of the Board were present during the Health Leadership Summit opening presentation webcast held that morning. A link to the archived version will be sent to the Board of Directors as available.

J. Russell expressed his honour in being asked to Chair the NHH Board and extended his thank you to all the Board Directors in advance for their time and energy for the coming year. The Board will be focused on ensuring collaboration and partnership with the community to ensure the sustainability of healthcare in the catchment area. He noted that all members of the Board will need to be willing to think “outside the walls” to ensure optimum service delivery especially with the aging population.

J. Russell noted that he has begun training as a PATH transition coach and is very impressed with the enthusiasm of all the participating trainers and volunteers in the program.

8. SENIOR STAFF REPORT

The Senior Management report was pre-circulated. L. Davis reported that NHH experienced multiple surge events throughout the summer, including a stage 1 Code Orange. The organization has reviewed the opportunities recognized from these events and implemented changes in process in the surge policies and procedures to improve patient flow.

The CE LHIN continues to lead a review for a Regional Hospital Information System with work being done throughout the summer. Four key elements from the visioning exercise have been agreed upon and a draft report is expected by October.

L. Davis reported on the Healthcare Leadership Summit opening presentations and noted that Bob Bell has outlined an ambitious agenda for the Ministry of Health and Long Term Care and it is expected that hospitals will begin to see more in regards to integration within the healthcare system.

9. Chief of Staff Report

No report.

10. REPORTS

10.1 Finance and Audit Committee

B. Gerber provided an update on the work of the Finance and Audit Committee.

The senior management team was requested, at the August 12th meeting of the Board, to further discuss the termination clause of the GE Healthcare Master Services Agreement. Following negotiations, GE Healthcare has agreed to forgo clause B and to provide a cap on the total cost of termination of the

<p>It was Moved by B. Gerber and Seconded by T. Sears to approve that NHH proceed with the 5-year Master Service Agreement with GE Healthcare for a total procurement value of \$2,958,804 plus applicable taxes. Carried.</p>

10.2 Governance Committee

T. Sears provided the report of the Governance Committee.

The Committee reviewed past streams of education for the Board of Directors and discussed upcoming education opportunities for the fiscal cycle. A Board education survey was reviewed and approved for circulation to the Directors and Community Members that will assist in highlighting specific areas of

education for 2014-15. Results will be reviewed by the Committee. Hard copies of the survey were distributed to the Board with request for return to S. Connell by September 15th.

The Committee reviewed a revised joint Board policy on Foundation Donor Recognition – VII-002. This policy will also be reviewed and recommended for approval by the NHH Foundation Board.

It was Moved by T. Sears and Seconded by B. Carman to approve Board policy VII-002 Donor Recognition as presented. Carried.

An updated Letter of Understanding between Northumberland Hills Hospital and the Northumberland Hills Hospital Foundation was presented to the Committee for review. The original letter was drafted and signed by the Boards in 2003. The Committee has recommended that this letter be reviewed and refreshed on a regular basis.

It was Moved by T. Sears and Seconded by B. Selby to approve the Board Chair to sign the NHH Foundation Letter of Understanding as presented and further, recommends a full review to be completed every two years. Carried.

10.3 Quality and Safety Committee

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

The Committee reviewed the first quarter reports for the 2014-15 Quality Improvement Plan and the Quality Indicator Report. These reports were circulated to the Board for information.

The Committee completed its annual review of the Terms of Reference. Some responsibilities have been added for the Committee including risk assessment reporting and Medical human resource planning.

It was Moved by C. Stewart and Seconded by T. Sears to approve the 2014-15 Quality and Safety Committee Terms of Reference. Carried.

It was Moved by C. Stewart and Seconded by C. Tozer to approve the 2014-15 Quality and Safety Committee Annual Objectives. Carried.

11. MATTERS FOR INFORMATION

Foundation Report

No report was available.

Auxiliary Report

No report was available.

It was Moved by J. Hudson and Seconded by B. Gerber to receive all reports. Carried.

Healthcare Transformation Council Terms of Reference

The terms of reference for the Northumberland County Health Transformation Council were circulated for information. The Council is currently in the process of developing a business case for support to be submitted to the Ministry of Health. The Board discussed the redundancy of the Northumberland Health Link in terms of the PATH Project. L. Davis noted that the Health Link will be based in the Trent Hills area.

Letter of Compliment – Steven Page event

J. Russell noted that a letter of compliment on the joint Community Mental Health / NHH Foundation Steven Page concert in Cobourg was circulated for information. J. Russell read some excerpts from the letter.

Board of Directors photo shoot

J. Russell reminded the Board of the photo shoot on Thursday, October 2nd at 4:00 pm. There will be a Board group photo and a Community Members group photo.

Board Strategic Planning Session

J. Russell reminded the Board Directors of the Strategic Planning Session to be held on October 16th and 17th. Following the meeting on the second day, the Chair will be having a reception at his home and a dinner is being planned at a local restaurant for that evening.

12. IN CAMERA

None.

13. TERMINATION OF MEETING

The meeting was terminated at 6:29 pm on a motion from J. Hudson.