

NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

October 15, 2015
Boardroom
MINUTES

Present: J. Russell, Chair; B. Gerber, T. McLean, C. Tozer, D. Mann, J. Hudson, B. Selby, S. Olsen, B. Carman, L. Kay, C. Gilmer, L. Stevenson, P. Page Hoisak, A. Stratford, L. Davis, D. Broderick, H. Brenner

M. McAllister, D. Slater, M.A. Peek, K. Hook, S. Aldis-Routh

Regrets: P. Went, M. Bhargava

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

1. CALL TO ORDER

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

2. CONFLICT OF INTEREST

None declared.

3. APPROVAL OF AGENDA

It was Moved by B. Gerber and Seconded by L. Kay to approve the agenda as circulated. Carried.

4. APPROVAL OF PREVIOUS MINUTES

It was Moved by T. McLean and Seconded by D. Mann that the minutes of September 3, 2015 be approved with the following amendment: L. Stevenson and P. Page Hoisak were in attendance. Carried.

5. CHAIR REMARKS

J. Russell extended thanks to the media and Board members in attendance at recent town hall sessions and to staff, Directors, physicians and the Operational Review steering committee members, L. Davis and J. Gillard for all their work during the last few months.

The CE LHIN has posted recruitment for new members for their Board of Directors; application forms have been circulated to all Board and Community members for their review; J. Russell noted that it is important to try to get a member of Northumberland County on the CE LHIN Board.

A joint reception event for the Foundation's Equipped to Care campaign is scheduled for the evening of October 29th; invitations have been mailed to all members.

6. SENIOR STAFF REPORT

L. Davis reviewed the report that was circulated.

The Employee Experience survey results have been presented to staff by the National Research Corporation Canada. The response rate was a solid 49% and NRCC referred to the survey results as "good, stable data".

Staff awards for Gerontological Excellence were presented to two staff members at the CEO Staff forum on September 17th. A staff “Bright Idea” was also recognized at the staff forum and relates to physician documentation.

8. CHIEF OF STAFF REPORT

D. Broderick provided the report. A number of physician credentials were reviewed by the Credentials Committee and subsequently, by the Medical Advisory Committee. Following full review, the physicians were recommended by MAC for Board approval. In addition, Dr. John Maher has agreed to take on the role of Department Chief, Psychiatry. Dr. Maher has practiced in the community for quite some time and has full Medical Advisory Committee support for the role.

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;

On a motion by D. Mann and seconded by John Hudson, the Board of Directors hereby grants the following privileges for the year ending March 31st, 2016:

- Dr. Chuanyi (Johnny) Nie, **Associate** Emergency Medicine
- Dr. Fraser Cameron, **Locum** Family Medicine
- Dr. Ajda El-Zabet, **Locum** Anesthesia
- Dr. Amit Patel, **Locum** Nephrology
- Dr. Sirar Ibrahim, **Locum** Internal Medicine
- Dr. Hasan Al-Janabi, **Locum** Internal Medicine
- RM Amanda Ashe, Associate Midwifery
- Dr. Elvin Tan, **Associate** Emergency Medicine
- RM Catherine Alstrup, Associate Midwifery
- Dr. John Maher – Status Change Request (from Courtesy to Associate Psychiatry)

Carried.

The Medical Advisory Committee and physician group have been focusing energy on the operational review and are continually reviewing opportunities for efficiencies in all areas.

9. REPORTS

9.1 Finance and Audit Committee

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

The Committee received an update on the Clinical Information System (CIS) planned partnership with Lakeridge Health who is looking to request approval from the CE LHIN and the Ministry of Health to lift the hold on e-Health systems and procurement and move forward with the planned partnership. The four partner hospitals have been requested to confirm their interest in moving forward with the request for permission. NHH Senior Management has recommended proceeding with the request of Lakeridge Health and has

outlined the possible challenges with not moving forward with the partnership, including increased cost to the organization. The Board queried on the governance structure and financing of the CIS project. L. Davis reported that the governance structure for the project is already in place; financing to assist with the project has Foundation support through their Equipped to Care campaign. Discussion was also held on the role of other regional partners. The RFP will be open to all CE LHIN hospitals to join if they wish to do so.

It was Moved by B. Gerber and Seconded by D. Mann to approve NHH to proceed with the request of Lakeridge Health to the CE LHIN and Ministry of Health and Long-Term Care to move forward in an RFP process to secure a new Clinical Information System. Carried.

The hospital experienced a net operating deficit of \$22,091 compared to a planned net operating deficit of \$508,278 for period ended August 31, 2015. The results are better than budget due to a number of factors including additional HSFR funding, lower activity, and timing of expenditures. E. Vosburgh, in response to a question, outlined that overtime continues to be over budget due to vacant positions requiring additional staffing; many strategies are in place.

An HSFR Reporting Tool prototype was developed for the Board as a corporate dashboard for HSFR and quarterly reporting to the Finance and Audit Committee. Further refinement of the prototype will be carried out.

The Committee received a physician impact analysis for the addition of a general surgeon. This report is part of formal process for new physicians being recruited at NHH. The individual being recruited has a specialty in laparoscopic surgeries and will replace a retiring surgeon. There is no financial impact to NHH as the equipment needed to perform these types of surgeries is already in house.

On a Motion by B. Gerber, Seconded by S. Olsen, the Board supports moving forward with the credentialing process for new general surgeon. Carried.

Additional costs for the ongoing fuel tank project were presented to the Committee as a request for additional capital funds to complete further identified work, as outlined in the circulated briefing note. The costs will be funded from the 2015-16 capital contingency. C. Turk noted, in response to a question, that any further costs, if 10% above would need to be brought back to the Board. The Board further queried on the status of the capital contingency; an update on this budget will be brought to Finance and Audit in October.

On a Motion by B. Gerber, Seconded by J. Hudson, the Board approves the additional work for completion of the fuel tank project at an estimated cost of \$20,000. Carried.

9.2 Governance Committee

B. Selby provided the report of the Governance Committee.

The Board education survey results were received by the Committee. A draft schedule of education for the Board is in development based on the results. Board Directors were invited to send any further suggestions to L. Davis.

9.3 Quality and Safety Committee

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

The Integrated Risk Management report for areas pertaining to patient care and quality were received. The reports highlight the high risk areas for the Board.

The Employee Experience survey results were presented to the Committee. The survey assessed staff perspective on engagement, job satisfaction, work unit, supervisory and health and safety. The results were comparable to NHH's peer group. Opportunities for improvement and a resulting action plan are in development.

10. MATTERS FOR INFORMATION

10.1 Auxiliary Report

P. Page Hoisak provided the report of the Auxiliary.

The Auxiliary presented a cheque for \$78,480 to NHH bringing the total to \$2 million that the Auxiliary has raised in support of the hospital.

Newly purchased and delivered wheelchairs have caused great excitement for the volunteers. The new wheelchairs include a theft deterrent bar that should reduce the number of lost chairs from the hospital.

10.2 Foundation Report

L. Stevenson provided the report of the Foundation.

Bike Up Northumberland event was a great success with \$62,000 raised in support of the Campbellford Memorial Hospital Foundation and the NHH Foundation.

A weekend event is scheduled at a local Christmas tree farm. On December 12th and 13th, 100% of all fresh cut trees proceeds will support the NHH Foundation.

Tickets to the Foundation Gala are almost sold out. The Doctor's Raffle tickets are now on sale from the Foundation office; grand prize is a trip to Iceland.

The Foundation is undertaking a Brand Awareness initiative and members of NHH Senior staff are being interviewed.

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

11. IN CAMERA

On a motion from B. Selby and Seconded by J. Hudson, the meeting moved to In-camera.

The in-camera meeting addressed matters related to the Operational Review.

Following receipt of Hay Group Operational Review report presentation, on a motion by B. Selby, seconded by C. Tozer, the NHH Board of Directors received the October 15, 2015 report. Carried.

On a motion by B. Gerber, seconded by S. Olsen, the NHH Board of Directors approved the October 15, 2015 Letter of Response to the CE LHIN Board of Directors as received. Carried.

12. TERMINATION OF MEETING

The meeting was terminated at 8:46 pm on a motion from B. Selby.