

# NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

November 2, 2017

Boardroom

MINUTES

---

Present: B. Selby, Chair; D. Mann, P. Went, S. Olsen, C. Gilmer, C. Tozer, M. Bhargava, M. Vaughan, T. Hathway, B. Carman, T. McLean, J. Russell, M. McAllister, L. Davis, S. Walsh

B. Gutteridge, A. Logan

Regrets: L. Kay, A. Stratford, D. Slater

Staff: J. Gillard, E. Vosburgh

---

## 1. CALL TO ORDER

B. Selby called the meeting to order at 5:00 pm. Susan Walsh, Vice President, Patient Services and Chief Nursing Executive was introduced.

## 2. CONFLICT OF INTEREST

None declared.

## 3. EDUCATION PRESENTATION

Laurel Savoy, Executive Director, and Dr. Kirk Haunts, Board Chair, Northumberland Family Health Team (NFHT) attended the meeting to provide an overview on the services provided.

The presentation highlighted the separate groups of specialists that comprise the Family Health Team and the three distinct Family Health Organizations (FHO) comprised of 21 family physicians. There are 13 programs and services provided by the NFHT including acute care, mental health, foot care, pain management, etc. The NFHT measures these programs through program specific measures, access wait times and a Quality Improvement plan.

Following the presentation, the Board queried on the separate locations still in place for the individual physician groups and the NFHT offices. Dr. Haunts reported that one location is still being explored and this would achieve better efficiencies in patient care, as well as an opportunity to implement one electronic medical record (EMR) for all patients. Dr. Haunts added, in response to a query, at this time the number of physicians allowed in the family health team is capped by the Ministry of Health; additional funding to support added physicians would be required to have a special request submission.

The Board questioned the separate EMR among physician offices. It was noted that this was due initially to the cost outlay required; now this is more of a learning curve challenge as physicians are comfortable with their own system and some may find it difficult to change. Dr. Bhargava suggested that the inclusion of the NFHT in the Clinical Information System working groups should be made a priority.

#### **4. CONSENT AGENDA**

It was Moved by P. Went and Seconded by J. Russell to approve the Consent Agenda matters as presented. Carried.

#### **5. ITEMS FOR DISCUSSION / INFORMATION**

##### **5.1 Report from the Board Chair**

B. Selby commented on the recent critical incident in the NHH Emergency Department and commended all staff and local police services for their immediate and ongoing actions.

The ethics presentation at the Governance Committee meeting in October was included in the meeting package was noted and B. Selby encourages all members of the Board to find time to review the information.

Reminder of the Board holiday social on November 26<sup>th</sup> from 2-4:00 pm.

##### **5.2 Report from the Senior Staff**

L. Davis provided a verbal report. The incident in the emergency department this past weekend was reviewed through a timeline of events. All staff including physicians, nurses, housekeeping, admitting and registration, were professional and brave throughout the incident. Ambulance re-direct was reviewed; this was initiated for a period of time through the night following the incident due to the lack of available trauma rooms for patient care. The Cobourg Police and Special Investigations Unit investigation is still underway so no specifics are available.

L. Davis noted that Cobourg police support was timely and is ongoing. Peer hospital, community, Ministry of Health and MPP support has been coming forward all week. NHH is now focused on support for staff. Employee Assistance Program support was on site in the early morning hours and has remained throughout the week. M. Bhargava added that there was an amazing presence of mind from all staff involved and he saw the incident bring out the best in everyone across the organization.

The Community Mental Health walk-in clinic is now open with great response from community. The Beyond Breast Cancer event held at NHH was well attended by the community and featured two amazing key note speakers. NHH was recognized at a recent Health Quality Ontario conference for the Assess and Restore Intervention program.

##### **5.3 Report of the Governance Committee**

P. Went provided the report of the Governance Committee; the written report was included in the agenda package.

The Committee received an in-depth presentation from Dr. Frank Wagner, Ethicist, on ethical decision making in governance. The Committee will focus on developing a framework for the Board of Directors and will be looking to hold a separate education day with further insight and education from Dr. Wagner for all members of the Board.

**5.4 Report from the NHH Auxiliary**

P. Page Hoisak provided the report of the NHH Auxiliary.

Cancer Care volunteers are assisting patients with newly installed computer kiosks that tracks patient attendance as well as gathers information on current state of health prior to appointment.

All four Auxiliary fundraising entities continue to raise money for hospital equipment. The NHH Auxiliary has raised a total of \$2,400,000 since opening in 2003 and almost \$4 million since the auxiliary first came into existence. P. Page Hoisak presented an interim cheque to L. Davis of \$68,484 for 2017-18.

**5.5 Report of the NHH Foundation**

T. Hathway provided the report of the NHH Foundation.

A new video on the work of the NHH Foundation is available on the Foundation website and was presented for the Board. The Foundation has approached Rainbow Cinemas about potential to run prior to movies at the Cobourg Theater.

The Gala is this coming weekend and sold out. A new sponsor did come forward and an extra table was added. The Foundation wine raffle will benefit from the donations from the NHH Board of Directors.

Light Up a Life event launch will be the week of November 6<sup>th</sup>; proceeds from this event and the Gala will support the medication dispensing units.

December 2<sup>nd</sup> is the Reindeer Walk and Run event; all members were encouraged to take part as the Foundation is hoping to increase hospital participation.

The Foundation has a new insert in Snapd magazine; thanks were extended to Jennifer Gillard and Heer Pasha in the development.

For six months ended September 30, 2017, the Foundation has raised \$1,027,740 against a goal of \$2,280,000.

**It was Moved by C. Tozer and Seconded by T. McLean to receive all reports. Carried.**

**6. IN CAMERA**

On a motion from M. McAllister and Seconded by S. Olsen, the meeting moved to In-camera. The in-camera meeting addressed matters related to medical human resources and partnership activities.

**7. NEXT MEETING**

Thursday, December 7, 2017.

**8. TERMINATION**

The meeting was terminated at 8:03 PM on a motion by M. McAllister.