

# NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

April 1, 2021  
Virtual  
**MINUTES**

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Present: P. Went, Chair; D. Morrison, T. McLean, B. Selby, B. Carman, D. Slater, M. McAllister, F. Cameron, W. Ito, B. Nixon, L. Davis, C. Tozer, C. Gilmer, M. Bhargava, S. Olsen, S. Walsh

K. Simmons, S. Anderson, R. Stevenson

Regrets: A. Logan, M. Hilborn

Staff: E. Vosburgh, J. Gillard

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## 1. **CALL TO ORDER**

P. Went called the meeting to order at 5:02 pm.

## 2. **CONFLICT OF INTEREST**

None declared.

## 3. **CONSENT AGENDA**

It was Moved by B. Selby and Seconded by B. Carman to approve the Consent Agenda matters as presented. Carried.

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

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

P. Went extended her thanks to all members who attended the first Board Generative session in March and to B. Selby for facilitating the inaugural meeting. Many good ideas for Board recruitment were tabled and will be brought to the Nominating Committee in the future for discussion.

P. Went announced that J. Saunders has resigned as a Community Member of the Board. Nominating will be reviewing an open call for new members in the coming months. The next Generative session is scheduled for May 6<sup>th</sup>; the topic of the session is still in discussion.

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

The senior staff report was pre-circulated.

The OHT-N Colborne clinic has been launched, this is a great achievement for the community and a highlight of the partnership success within the Ontario Health Team.

Wave 3 of the pandemic has renewed review of patient flow and planning for hospital services as patient acuity continues to climb.

#### 4.3 Report from the Finance and Audit Committee

T. McLean provided the report of the Finance and Audit Committee.

The Committee reviewed the request to increase a portion of the year end surplus to the restricted funds account that was initially in place starting 2019. The funds were originally allocated to CIS expenses; due to the healthy surplus expected at the end of this fiscal year, Senior Management is recommending that a further \$3 million be placed in restricted funds with a portion allocated to CIS and the remainder to major capital investments such as the roof replacement. The Committee discussed the benefits of investing back into the hospital with a reduced need on bank financing.

**Whereas in May 2019 the NHH Auditors (KPMG) provided a structure to set up a separate account as a restricted surplus account and;**

**Whereas this restricted surplus account was approved by the NHH Board of Directors in June 2019 for the Clinical Information System and;**

**Whereas the amount to be transferred is determined on an annual basis, based on year-end position:**

**On a motion by T. McLean, seconded by D. Morrison, the Board of Directors approved for the year ending March 31<sup>st</sup> 2021, three million dollars (\$3,000,000) be transferred to the restricted surplus account to support the cost of the Clinical Information System and other major capital requirements. To date, \$500,000 was transferred in fiscal 2018/19, and \$1,000,000 in fiscal 2019/20.  
Carried.**

The capital planning process for 2021-22 has been completed including a review of the 5-year capital requirements by department. The planning process focused on urgent capital priorities due to limited funds available from the foundation in light of the major capital campaign to support the CIS and Diagnostic Imaging equipment. The capital expenses for 2021-22 were included in the briefing note to the Committee including IT evergreen dollars and contingency amount for items that come forward throughout the year.

**On a motion by T. McLean, seconded by D. Morrison, the Board approved, in light of the major capital campaign that the Foundation is undertaking, for fiscal year 2021-22, that the \$1M available from the Foundation and \$490,000 of estimated carry forwards be allocated as presented. Carried.**

#### 4.4 Governance Committee

D. Slater provided the report of the Governance Committee.

The Committee received a full red-lined copy of the Board policies following work completed by the Policy working group. Diversity and inclusion lens was applied to all policies and a future Board policy on this subject will be developed in the coming cycle.

On a motion by D. Slater, seconded by C. Gilmer, the Board approved the revised Board policies as circulated. Carried.

#### **5.5 Report from the NHH Auxiliary**

No report.

#### **5.5 Report of the NHH Foundation**

W. Ito provided the report of the Foundation.

With a goal of \$1.8 million for the year, the Foundation has achieved the \$3 million mark. This is testament of the strong devotion to NHH by the community.

Event planning for the coming year is underway and some exciting events are to come.

**It was Moved by B. Nixon and Seconded by C. Tozer to receive all reports. Carried.**

#### **6. IN CAMERA**

On a motion by M. McAllister, seconded by T. McLean, the meeting moved to in-camera. The in-camera meeting addressed matters related to medical human resources and financial matters.

#### **7. NEXT MEETING**

Thursday, June 3, 2021.

#### **8. TERMINATION**

The meeting was terminated at 7:00 pm on a motion by B. Carman.