

NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

April 7, 2022
Virtual
MINUTES

Present: P. Went, Chair; B. Selby (VC), S. Anderson, M. Bhargava, F. Cameron, B. Davis, C. Gilmer, S. Forsyth, P. Ketov, M. McAllister, T. McLean, D. Morrison, S. Olsen, D. Slater, R. Stevenson, S. Walsh

L. Savoy, M. Noel

Regrets: K. Simmons, B. Nixon, W. Ito, C. Tozer

Staff: B. Pye, L. Obomighie, C. Gyorfi, J. Cox, J. Gillard

1. EDUCATION SESSION: BENEFITS REALIZATION

B. Pye, CIO provided an overview of benefits realization as this pertains to maximizing NHH investment in Epic, the newly implemented Clinical Information System. Benefits realization is a key initiative in the context of a Clinical Transformational program to maximize the benefits: quality, safety, efficiency and financial. There is proven potential for benefits realization, not just strictly the use of the system. Epic has already shown benefits in improving communication, and easier access to patient records. NHH has already seen value in the system.

2. TERRITORIAL ACKNOWLEDGEMENT

L. Obomighie, VP People, Culture and Organizational Effectiveness shared a reflection and provided the territorial acknowledgement.

3. CALL TO ORDER

P. Went called the meeting to order at 5:01pm.

4. CONFLICT OF INTEREST

None declared.

5. APPROVAL OF PREVIOUS MINUTES

It was Moved by T. McLean and Seconded by D. Morrison to approve and accept the minutes of Feb. 3, 2022 as pre-circulated. Carried.

6. CONSENT AGENDA

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

7. ITEMS FOR DISCUSSION / INFORMATION

7.1 Report from the Board Chair

P. Went provided an update on recent activities highlighting strategic planning engagement sessions have recently been completed by the Strategic Planning Collaborative Action Team. Speaking to Board Chair counterparts of the C5 hospitals, Ontario Shores, Port Hope CHC and Community Care

Northumberland, a great deal of positive feedback was received about the value of NHH. Feedback specific to Epic as an excellent example of partnership was also unanimously voiced by all and a desire to work together on a regional basis.

The annual meeting of the joint Executives of the NHH Board and the NHHF Board was held Feb. 17th. Focus of the discussion centred on the campaign, capital planning, redevelopment priorities, strategic planning, and Epic.

An Epic recognition event was held today at the hospital recognizing all staff across the hospital involved in the Epic implementation. On behalf of the Board, P. Went shared she was very impressed with the contributions and oversight of S. Walsh as the clinical lead for the hospital ensuring NHH was well represented. As CEO and while managing through a pandemic the calibre of Susan's leadership skills to implement Epic on time and effectively was commended. P. Went thanked S. Walsh for her leadership on behalf of the Board.

7.2 Report from the Senior Staff

The Senior Staff report was pre-circulated. S. Walsh spoke on the theme of appreciation recognizing all staff, volunteers, and physicians, for their persistence, perseverance, and dedication during this intractable pandemic.

NHH continues to show appreciation to all staff through the Caring for the Carer Campaign under the leadership of Lola Obomighie, VP People, Culture and Organizational Effectiveness. NHH like other hospitals and care providers, continues to experience critical health human resource (HHR) pressures. NHH has implemented a number of innovative strategies to address these pressures and bring relief to the team, developed to ensure the mental, physical, and emotional wellbeing of carers at NHH remains top of mind.

NHH Equity, Diversity, and Inclusion Advisory Committee has been recognizing notable dates with interesting write ups designed to promote awareness of dates and events and to share resources to celebrate and appreciate everyone. These included focus on Black history month, The March message provided information on International Women's Day, Holi, Transgender Day of Visibility among others. The latest message for April 2022, featured information and related links on Ramadan, Passover, World Autism Awareness Day, Sikh Heritage Month and Earth Day.

March was Pharmacy Appreciation Month, and NHH took the opportunity to send a shoutout to the hospital's very dedicated pharmacists and pharmacy technicians.

As the NHH Auxiliary gears up to celebrate its 100th year anniversary in 2023, the Auxiliary is striving towards another important milestone, looking to complete a pledge of \$1 million in support of the hospital's new digital clinical information system (CIS) – the largest commitment they have ever made to a single project.

Collaborative strategic planning is underway, in partnership with Ontario Health Team of Northumberland. NHH has also launched a planning process to produce its next strategic plan. The process has been named *Growing*

Together, Our Future is Your Future by our Strategic Planning Collaborative Action Team.

The NHH Diagnostic Imaging department was recently recognized for national leadership in innovative green program to recover precious iodine. GE Healthcare, makes diagnostic imaging equipment that support critical imaging devices like computed tomography (CT and x-ray, has been recycling iodine-based contrast media for European health care facilities since 2006). It has worked to expand this program into Canada and NHH was recently profiled by the company for being one of the first hospitals in the country to accept the challenge to participate. NHH is proud to be one of 15 sites in Canada now using the program which starting in the spring of 2021.

7.3 Recruiting Update from the Nominations Committee

C. Gilmer provided an update on the recent activities of the Nominations Committee to recruit new members. The Committee will be reaching out to current Community members on their interest to become Board members. This will involve an interview with each Community member and the Nominations committee. These positions will be confirmed at the Annual Meeting in June.

Additionally, the process of garnering interested new Community members has begun. This is a multi-pronged approach including updating the Board portion of the NHH website, adding a standing Expression of Interest form that can be filled out at any time as well as a frequently asked question one pager. A new advertisement has been created, to remove barriers and have the language be more welcoming. J. Gillard has developed a communication plan outlining key tactics and timelines to expand our social media options beyond newspaper advertisement.

New initiatives include a recorded video by our Board Chair with a message about what it means to be on the Board. The link can then be added to all other materials and on the website for easy access. Additionally, a leave behind is in early stages of development for easy access as a handout by members for anyone interested in more information. The Committee has also discussed the potential for an open virtual meeting similar to PACE talks as an option to generate public interest.

7.4 Finance and Audit Committee Motion

T. McLean shared the Mar. 23rd minutes of the Finance and Audit Committee were pre-circulated in the Board package. These minutes note Board policy states a contingency amount be included for any unforeseen or unplanned items. Senior Management is requesting approval from this Committee to create a contingency amount of \$300,000 from the restricted account versus the annual capital commitment. This motion was presented to the Board for approval.

On a Motion by T. McLean, Seconded by D. Morrison, the Finance and Audit Committee recommends for Board approval to earmark \$300k from the \$4.5 million restricted capital account as contingency for the 2022/2023 fiscal year. This will be reviewed on an annual basis. Carried.

7.5 Report from the NHH Auxiliary

S. Forsyth provided an update on NHH Auxiliary activities. The Auxiliary is in planning stages to celebrate its 100th anniversary in November 2023. The Auxiliary is currently searching for a business services manager with retail experience who can oversee all three entities – the Petticoat Lane thrift shop, the Little Treasure shop, and the crafters sales.

A new coordinator has taken over at Petticoat Lane and has already presented great ideas. A reminder if you are purging or downsizing, Petticoat Lane would be happy to accept anything you might wish to donate.

The Little Treasure shop is holding a draw for three gift baskets worth \$75-\$100. The draw takes place in April and tickets are available for \$5 each or three for \$10.

Volunteers are coming back into the hospital, with the exception of the emergency department and the front desk. They are very happy to be back.

S. Forsyth shared an update to the contributions the Auxiliary has made towards the \$1 million donation toward the purchase of the Epic clinical information system. The Auxiliary has contributed over \$800,000 and will make their one-million-dollar pledge by their 100th anniversary mark.

7.6 Report of the NHH Foundation

P. Went shared highlights of NHH Foundation activities on behalf of Wendy Ito. These included the reinstatement of several events – Jun 17-18 the Foundation has space at the Cobourg Highland Games, Wine and Ale event Jun 29, Nov 5 Gala as well as a second Galacious event to be held following the success of the inaugural event which was well attended.

Recently announced, the Foundation will receive all proceeds during the upcoming May 11th McHappy Day. On the event day, 10% of all product sales from McDonald's restaurants in Cobourg and Port Hope will go to McHappy Day fundraising, with 75% of this directed to NHH Foundation as the organization's local charity of choice. The remaining 25% of funds raised will be directed to Ronald McDonald House Charities.

<p>It was Moved by S. Anderson and Seconded by C. Gilmer to receive all reports. Carried.</p>
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8. OTHER BUSINESS/CORRESPONDENCE

There was no other business to discuss.

9. IN CAMERA

On a Motion by D. Slater and Seconded by R. Stevenson, the meeting moved to in-camera. The in-camera meeting addressed matters related to medical human resources and financial matters

10. TERMINATION AND NEXT MEETING

The meeting was terminated at 6:26 pm on a motion by T. McLean. The next meeting of the Board of Directors is June 2, 2022.