

# NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS

December 1, 2022

## Virtual MINUTES

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Present: B. Selby, Chair; T. McLean, VC, S. Anderson, C. Gilmer, M. McAllister, L. Savoy, D. Morrison, P. Went, W. Ito, J. Obomighie, M. Bhargava, K. Zimmerman, S. Walsh, S. Forsyth, S. Olsen, R. Stevenson, K. Simmons

L. Sellar, L. Orpana, M. Noel, C. Tozer, M. Cassaday

Regrets: B. Nixon, G. Ivory, P. Ketov

Staff: C. Gyorfi, J. Fleming, L. Obomighie, J. Gillard

Other: Media – Cecilia Nasmith

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### 1. TERRITORIAL ACKNOWLEDGEMENT

B. Selby provided the territorial acknowledgement.

### 2. CALL TO ORDER

B. Selby called the meeting to order at 5:00p.m.

### 3. EDUCATION SESSION: ETHICS

K. Zimmerman, VP Integrated Care/CNE introduced B. Davis, Director, Professional Practice who provided an overview of ethics at NHH. The education session focused on what ethical decision-making entails, when ethics might be used and what the Board's role is as it relates to ethics. Ethical frameworks currently in place at NHH were also discussed.

### 4. CONFLICT OF INTEREST

None declared.

### 5. APPROVAL OF PREVIOUS MINUTES

It was Moved by P. Went and Seconded by S. Anderson to approve and accept the minutes of October 6, 2022 as pre-circulated. Carried.

### 6. CONSENT AGENDA

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

### 7. ITEMS FOR DISCUSSION / INFORMATION

#### 7.1 Report from the Board Chair

B. Selby shared a special welcome back to R. Stevenson, Board Director and thanked all members for their regular meeting participation. Committee meetings will remain virtual; however, there is interest by members to eventually move to in-person Board meetings. This will be reviewed in the spring. Congratulations to everyone at NHH on achieving Exemplary status during the recent accreditation. Congratulations as well to NHH having been recognized by the Canadian Coalition of Green Health Care for its ongoing work towards energy conservation and environmental responsibility.

## **7.2 Report from the Senior Staff**

S. Walsh shared with the launch of the new strategic plan, NHH is now focused upon moving forward the growth agenda, preparing for surge volumes and continuing on a journey towards excellence and the shared purpose “people first”. The Senior leadership report was organized around the four pillars of the strategic plan – Connected care close to home, Accountable care, Responsive and healthy work environment and Exceptional care, every time for every person.

The Ministry and Ontario Health are focused on continuing the OHT model informed through lessons learned with OHT implementation to date. Areas of focus include clinical priorities, governance, operational capacity and communications.

Provincially, direction has been received from Ontario Health related to more beds, better care-focused on discharge planning protocols and standardized protocol for hospitals, fall and winter surge, ED surge and pediatric surge planning. NHH is working to prepare for the cold and flu season by launching an additional cough, cold and flu clinic in the next week providing additional resources to support expected volumes. NHH has also partnered locally with OHT-N partners in a call to action to preserve health care resources for those who need them most.

S. Walsh also shared the recent Accreditation Canada results of Exemplary Standing, the highest award available through the hospital accreditation program.

Activities will soon be underway to celebrate the one-year anniversary of the new shared Clinical Information System (CIS) which went live Dec 3, 2021, an achievement NHH is very proud of.

NHH has been recognized by the Canadian Coalition of Green Health Care for its ongoing work toward energy conservation and environmental responsibility. The Canadian Coalition for Green Health Care has been working with health care facilities to share green health care best practices and to become better equipped to deal with the demands to be environmentally responsible health service organizations.

Health human resources (HHR) pressures continue. NHH, like other hospitals and care providers throughout the province, continue to experience critical system HHR pressures with no immediate solutions in the foreseeable future. NHH continues its efforts to recruit, retain and care for the carers through initiatives such as the clinical internship program, paid externship program and continuous professional development opportunities for frontline staff and leaders.

In an effort to provide internal opportunities for upskilling, particularly targeting areas of high need within specialties, work is underway with academic partners to formalize clinical ‘laddering’ opportunities for PSWs interested in advancing to RPN roles or RPNs interested in RN roles, with financial support from NHH. NHH is advocating for provincial funding and support to enable the growth of these areas, and scale them across other hard-to-fill HHR vacancies, such as diagnostic imaging as well as in-house support services.

While negotiations for a new provincial vendor related to patient experience is underway, NHH has established an interim process to track information on how we are doing and to show where improvements may be needed to ensure a positive patient experience. An interdisciplinary working group is preparing to implement a new NHH

patient experience measurement survey throughout NHH and our Community mental health offices this month.

S. Walsh noted Lisa Van der Vinne, NHH Patient and Family Advisory Council (PFAC) member supporting Surgical Services and Ambulatory Care, has recently accepted a new leadership role as Interim Chair of the OHT-N's volunteer Experience Partner Council.

On August 31, 2022, the new More Beds, Better Care Act (Bill 7) received royal assent. Bill 7 is one component of the provincial government's five-point plan to stabilize the health and long-term care sectors and preserve hospital capacity for acute care patients who need it most.

Bill 7 includes specific provision for hospitals related to alternate level of care (ALC) patients and allows certain actions to be performed, provided reasonable efforts have been made to obtain consent. Effective Nov. 20, 2022, hospitals in Ontario are now required to discharge patients who are designated as ALC and who have been authorized for admission to a long-term care home. Hospitals are also required to charge discharged patients a standardized daily fee of \$400 for every day that the patient remains in hospital following acceptance into a long-term care home, beginning 24 hours after their date of discharge. To date NHH has not issued any invoices to patients as a result of the new fee requirement.

NHH's new patient entertainment (TV) system has been in place for close to two months and early feedback has been very positive from patients, staff and families.

S. Walsh closed her report expressing heartfelt appreciation to the community, staff, physicians and volunteers.

### **7.3 Report from the NHH Auxiliary**

S. Forsyth provided an update on the recent activities of the NHH Auxiliary. The Auxiliary is in a good position and on target to their goal of giving the hospital \$160,000 in March and to reach its ongoing commitment to the hospital's CIS (clinical information system) of \$1million by March 2023.

Petticoat Lane continues to do wonderful things and netted \$2,763 over a two-day timeframe. A volunteer appreciation sale raised \$441.05 in just 90 minutes. Tickets are available for a basket draw coming up Dec. 17<sup>th</sup> and encourage everyone to drop by and purchase a ticket.

The Little Treasure Gift Shop is holding a customer appreciation day sale Dec. 2<sup>nd</sup> and Dec. 3<sup>rd</sup>. It also has a draw in progress. Please drop in and buy tickets to win baskets of wonderful treasures.

### **7.4 Report from the NHH Foundation**

W. Ito provided the NHH Foundation report of recent activities including the success of the 2022 Gala that was able to raise \$221,000 this year. A gala insert highlighting the event will be in the Dec. 8<sup>th</sup> edition of The Northumberland News. The Doctors raffle "Should I Stay, or Should I Go" draw winners were announced at the Gala. The silent auction was completed online and proved successful raising almost \$30,000 towards the event. A thank you to everyone who donated to the wine raffle baskets, raising more money than they ever have reaching \$2300.00.

Sat. Dec. 3<sup>rd</sup> from 10am-4pm the Foundation is partnering again with the Wharram/Spry family to host the 8<sup>th</sup> annual Christmas tree event. A great opportunity to choose and cut a perfect Christmas tree. Trees are \$70 for any size and fir trees are \$100 – 100% of all the proceeds supports the Light Up a Life Campaign.

Mailers for the Light Up a Life Campaign went out the week of November 7<sup>th</sup> and donations are coming in. J. Gilmer did a great job drafting a strong message we hope will resonate with donors. The campaign is being led by Dr. Paul Ketov this year and money raised will support cardiac monitors throughout the Hospital.

The elves have been back to decorate the Rotary Club of Cobourg Courtyard for the holiday season. For the fourth year in a row JJ's Steak and Burger held a raffle of beautifully decorated Christmas trees and raised \$1080.00.

W. Ito reported as of the end of October, the Foundation has raised \$3,432,040 of it's \$4,212,000 goal.

**It was Moved by M. McAllister and Seconded by D. Morrison to receive all reports as presented. Carried.**

## **7.5 Resolutions - Governance Committee**

### **Joint Conference Committee Terms of Reference**

T. McLean indicated the Joint Conference Committee terms of reference were included in the agenda package. The NHH Board and the General Medical Staff Association (GMSA) meet three times a year if required to discuss issues not appropriate to be dealt with at any other existing committee of the Board. The terms of reference have been reviewed with only one small change, reflecting “may if required meet” as opposed to “shall meet”.

**On a Motion by S. Olsen and Seconded by D. Morrison, the Board approved the Joint Conference Committee terms of reference as presented. Carried.**

### **Board Resolutions – B. Selby, C. Tozer**

C. Tozer has Chaired the Board Quality and Safety Committee in her capacity as Vice Chair of this committee. In review of the terms of reference it calls for a Director to hold that seat; however, Board policy I-008 states that “each standing and ad hoc committee shall have a Chair who has appropriate experience with and knowledge of the committee and its terms of reference” and, By-law 7.03 a, ii states that” unless otherwise provided by By-Law or by Board resolution, each Chair and Vice Chair of a Board committee shall be a Director”.

The Governance Committee feels that C. Tozer's previous tenure as a Board Director as well as the former Quality and Safety Committee Chair, along with years of governance experience, qualifies her to act as Quality and Safety Chair when the current Chair is unable to do so. C. Tozer is currently Vice Chair of the Quality and Safety Committee.

**On a Motion by T. McLean and Seconded by M. McAllister, the Board approved the resolution that the requirement to be a Board Director be waived for Catharine Tozer, Vice Chair of the Board's Quality and Safety Committee for 2022/23. Carried.**

Elizabeth (Beth) Selby is currently in her last cycle as a Board Director and holding the office of Board Chair. A Board Chair is a two-year commitment; however, NHH By-law 3.05 states that “a Director may, by Board resolution, have their maximum term as a Director extended for the sole purpose of that Director succeeding to the office of Chair or serving as Chair”.

**On a Motion by L. Savoy and Seconded by K. Simmons, the Board approved the resolution that the term of Elizabeth Selby, be extended by one year in order to complete a two-year term as Board Chair ending in 2024.**

**8. Other Business/Correspondence**

There was no other business to discuss.

**9. IN CAMERA**

On a Motion by M. McAllister 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**

The meeting was terminated at 6:19p.m. on a Motion by L. Savoy. The next meeting of the Board of Directors is Feb. 2, 2023.