

SOUTH HURON HOSPITAL ASSOCIATION
MINUTES OF BOARD OF GOVERNORS MEETING
Thursday, March 9, 2017
Boardroom B110 at 1730 hours

Present: Christina Godbolt, *Chair* John McNeilly
 Roberta Teahen Aileen Knip
 Karen Brown Ellen Shapiro
 Shelley Bourne Dr. Ken Milne, *Ex Officio*
 Gina Taylor, *Ex Officio*

Regrets: Drew Robertson Brad Sheeler Kay Wise
 Rob Morley Todd Stepanuik, *Ex Officio*

**Invited &
Present:** Darlene Borland Katie Willert (*recorder*)
 Bill Brintnell Heather Klopp

1. Call to Order and Welcome
C. Godbolt, Chair, called the meeting to order at 1731 hours.

2. Guests

3. Declaration of Conflict
Members were asked to voice any declarations of conflict. There being no further declaration; the meeting continued. Should an unanticipated conflict arise during the course of this meeting, members are asked to notify the Chair immediately.

4. Approval of Agenda/Consent Items
 - Move H-SAA from 7.2 to 6.3
 - CT Business Case – Looking for a decision (decision was not checked on the agenda)

Moved by: **Karen Brown**

Seconded by: **John McNeilly**

Motion: **To approve the March 9, 2017 agenda as amended. Carried.**

Consent Items

Having heard no objections, these items, motions and recommendations are considered adopted.



Moved by: *Ellen Shapiro*
Seconded by: *Roberta Teahen*
Motion: *To approve the March 9, 2017 consent items.*

5. Opening Remarks from Board Chair

Upcoming meetings for the Board of Directors:

- April 13 – Board Meeting
- April 19 – Board meeting with J. Whaley
- May 10 – OHA Webcast
- June 1 – Joint SHHA/MHA Board Meeting
- June 8 – Annual General Meeting

6. SHHA Financial Update

Financial Report

D. Borland provided and reviewed the financial report for the period ending January 31, 2017.

Discussion ensued:

- The operating deficit is \$174,623 (-1.96%) for the 10-month period ended January 31, 2017.
- The year-end deficit is forecasted to approximately \$200,000.

Contributing factors include:

- Premium compensation (OT, sick time, call backs)
- Hydro – over-budget
- Drugs have been over-budget
- Non-Urgent Transport

Revenue includes:

- Unbudgeted increase to base funding of 1%
- One time funding for SRN, HIRF and realignment of the CCC Rehab

Moved by: *Shelley Bourne*

Seconded by: *Aileen Knip*

Motion: *To accept the financial report for the period ended January 31, 2017 as presented. Carried.*

Darlene Borland left the meeting at 1745.

Compliance Statement

Compliance Statement (February 2, 2017) was included in the agenda package.



H-SAA

Briefing Note authored by T. Stepanuik and a copy of the most recent H-SAA was included in the board package.

Discussion ensued:

- The H-SAA is our contract with the LHIN, as a result of the HAPS, and is required for the transfer of money from the LHIN to the Hospital.
- There have been several amending agreements.
- Included with the H-SAA are schedules and statistical data, such as patient volumes.
- It was noted the Elderly Capital Assistance Program does not apply to SHHA.

Moved by: John McNeilly

Seconded by: Karen Brown

Motion: *The Board Chair and President & Chief Executive Officer be authorized to the execute H-SAA Amending Agreement with the South West Local Health Integration Network. Carried.*

7. Strategic Issues

7.1 CT Business Case

Further revisions were made to the CT Business Case and included in the agenda package. Changes were highlighted within the document.

Discussion ensued:

- The Board thanked Dr. Milne for his dedication to patients and for his assistance in the Business Case.
- The Medical Advisory Committee met today, March 9th, and further discussed the Business Case. Members felt more time was required to review the revised Business Case before they were prepared to make a formal recommendation to the Board.
- The Board agreed that a CT scanner would be a benefit to SHHA from a clinical perspective, however, noted the decision must be fiscally responsible.
- It was recommended that the Business Case come back to the Board in May with a recommendation from the entire MAC community

7.3 Draft 2017/2018 Quality Improvement Plan

Briefing Note authored by T. Stepanuik and R. Teahen, Chair of the Board Quality, Utilization and Risk Committee, and a copy of the draft 2017/2018 Quality Improvement Plan was included in the board package.

Discussion ensued:

- Suggested wording changes to the second paragraph under Resident, Patient, Client Engagement in the Narrative document.



- Alternate Level of Care (ALC) rates continue to be an ongoing issue for SHHA and the entire healthcare system. The Hospital has been working with other agencies such as long-term care on initiatives to decrease ALC rates as well as improving internal processes.

Moved by: *Roberta Teahen*

Seconded by: *Shelley Bourne*

Motion: *To approve the 2017/2018 Quality Improvement Plan as presented. Carried.*

8. President & CEO Report

President & CEO Report authored by T. Stepanuik was included in board package.

Patient's First Update

Patient's First presentation was included in the agenda package.

Moved by: *John McNeilly*

Seconded by: *Karen Brown*

Motion: *To accept the President & Chief Executive Officer report as presented. Carried.*

9. Business Carried Forward

No business carried forward.

10. New Business

10.1 Board Quality, Utilization & Risk Terms of Reference

Draft Board Quality, Utilization and Risk Committee Terms of Reference was included in the agenda package.

Proposed changes include:

1. Removal of Director of Corporate Affairs from the Membership as no longer a position at SHHA.
2. Change severity level for critical incident from 3&4 to 5&6 as identified in reporting system.

Motion by: *Roberta Teahen*

Seconded by: *Aileen Knip*

Motion: *To approve the Board Quality, Risk and Utilization Committee Terms of Reference, as amended. Carried.*



11. Other Business

11.1 Residential Hospice Update (Jessica's House)

P. O'Rourke provided the Board with an update on Jessica's House.

- Decision made by the South West LHIN to allocate operation funds in Huron County to Central Huron, not Jessica's House.
- Steering Committee continues to meet and be dedicated to the development of Jessica's House.
- Building is being redesigned to reduce the cost, however, there will still be room for expansion in the future.
- Care and staffing models are being finalized.
- Very grateful for the community's support to date.
- The Hospital's Capital list was presented to the Foundation in February. The Foundation remains committed to supporting the hospital and will be deciding on capital items at its April meeting.

12. Correspondence & Announcements

Members had been previously provided with copies of various Hospital correspondence and announcements.

13. In-Camera Session

John McNeilly left at 1911

Moved by: Roberta Teahen

Seconded by: Aileen Knip

Motion: To move to in-camera session at 1914. Carried.

Bill Brintnell, Heather Klopp, Gina Taylor, Pat O'Rourke were excused at 1914.

Administrative Assistant remained.

Moved by: Ellen Shapiro

Seconded by: Aileen Knip

Motion: To accept the in-camera session and approve the recommendations of the Medical Advisory Committee for approval of the application for privileges for the following:

Dr. Charles Tomlinson for consulting privileges.

15. Next Meeting

April 13, 2017



16. Adjournment

Moved by: *Karen Brown*

Seconded by: *Roberta Teahen*

Motion: *To adjourn open session at 1945. Carried.*



Christina Godbolt,
Board Chair



Todd Stepanuik,
President & Chief Executive Officer