

**HDH** HANOVER &  
DISTRICT  
HOSPITAL  
**MINUTES OF THE REGULAR BOARD MEETING**

**DATE:** Tuesday, March 26, 2024

**TIME:** 1700 hours

**PLACE:** Hybrid (HDH Boardroom/Virtual)

**PRESENT:** **Voting Governors:** Tina Shier (Chair), Pamela Matheson (Vice Chair), Lorna Eadie Hocking (Immediate Past Chair), Don Butland, Leigh Butler, Réjane Dunn, Cathy Lansink, Corwin Leifso, Terry Leis, Chris Prues  
**Non-Voting Governors:** Dana Howes (President and CEO), Mary Rae (VP of Patient Care Services/CNE), Dr. Randy Montag (Chief of Staff), Dr. Tim Heerema (Vice President of Medical Staff), Dr. Nick Abell (President of Medical Staff),  
**Invited Staff:** Victoria Cumming (Recording Secretary), Kim Mighton (Vice President of Finance & Operations),

**Guests:** P. McCombie (Patient Care Manager, Surgical Services, Obstetrics, Dialysis, MDRD, Pharmacy)

**REGRETS:** **Voting Governors:**  
**Non-Voting Governors & Invited Staff:**

1. **CALL TO ORDER**  
T. Shier called the meeting to order at 1700 hours and provided opening remarks.
2. **LAND ACKNOWLEDGMENT**  
T. Shier provided the Land Acknowledgment statement.
3. **APPROVAL OF AGENDA**  
Moved and Seconded  
**THAT the agenda be approved as presented.**  
MOTION CARRIED
4. **DECLARATION OF ANY CONFLICT OF INTEREST**  
No conflicts were declared and the group was reminded to declare a conflict of interest should one arise.
5. **MISSION, VISION, VALUES**  
The Board reviewed the Mission, Vision, and Values and were asked to keep them in mind throughout the meeting.
6. **PRESENTATION: MEDICAL DEVICE REPROCESSING DEPARTMENT**  
P. McCombie, Patient Care Manager Surgical Services, Obstetrics, Dialysis, MDRD, Pharmacy provided a presentation on the Medical Device Reprocessing Department (MDRD) that included; MDRD practices, MDRD professional body, MDRD at HDH (mission, items reprocessed, qualifications required and areas supported) and the reprocessing equipment used.

Further clarification was provided on the process to keep track of equipment leaving versus coming back. Some smaller items do sometimes get thrown out by mistake. This mostly occurs in the Emergency Department. The staffing model for the department was explained. How often

equipment is replaced and the process to ensure equipment can be safely reprocessed was explained.

Dr. Heerema complimented the department as they are a very reliable and organized team. He asked for his appreciation to be passed on.

*P. McCombie left the meeting.*

## **7. STRATEGIC MATTERS**

### **7.1 Meeting with Rick Byers, MPP (Advocating for Funding)**

D. Howes provided a briefing note in the agenda that was presented to MPP, Rick Byers on March 8, 2024. She received a verbal update after the meeting that the MPP did talk to Minister Sylvia Jones about HDH at his next opportunity.

The group discussed the provincial budget that was announced earlier in the day. There is a 4% increase to the healthcare budget but HDH will be waiting on more information in the next few weeks on how this 4% translates to operational dollars for the hospital sector, but more specifically for HDH.

## **8. OFFICER REPORTS**

### **8.1 Board Chair Report**

T. Shier provided a written report in the agenda highlighting events/meetings attended. She noted to the Grey Bruce Ontario Health Team Board to Board Reference Group has been temporarily paused until Strategic Planning recommendations are received in April/May 2024.

### **8.2 President/CEO Report**

D. Howes provided a written report in the agenda that highlighted;

- An updated was provided to Ontario Health West (OHW) on February 29, 2024 regarding the continuation of Emergency Department and Orphan Patient Stabilization funding. A follow-up meeting occurred on March 19, 2024 with a request for new data to be submitted to support the request for additional funding. A briefing note is being established for OHW's consideration.
- Met on March 8, 2024 with the newly appointed CEO of Brightshores Health System (BHS) to reaffirm the longstanding and robust partnership between HDH and BHS.
- Dr. Tayler Bailey will be working with HDH to provide Obstetrical care and share a family practice with Dr. Diana Boughan.
- The CEO of OHW, Susan DeRyk and Emily Christoffersen, Vice President, Capacity Access and Flow were hosted earlier in the day for a site visit. They were in the region visiting BHS and South Bruce Grey Health Centre (SBGHC). HDH used this opportunity to tour the hospital, show how a rural hospital works and talk about HDH's successes, future and challenges.

## **9. BUSINESS/COMMITTEE MATTERS**

### **9.1 Finance/Audit & Property Committee Report**

C. Prues reported that the Finance/Audit & Property Committee met March 21, 2024. The committee received the audit plan from BDO LLP and the financial results for the 11 months ending February 29, 2024, there was a year to date (YTD) surplus of \$1,096,172 before building amortization and a YTD surplus of \$1,072,566 after building amortization. He highlighted the expenses over revenue, current forecast position, cash position and working capital to the group.

There is still uncertainty around the future operational budget with no requirement to submit a Hospital Annual Planning Submission to the Ministry of Health for this year. Senior Team put together three possible scenarios for the committee to review for information. It is possible to end the year in a balanced position. HDH also does have a line of credit for protection along with investments in the event it is needed. There is no need currently. In the future, the Finance/Audit and Property Committee may bring forth a discussion around the line of credit as it was originally approved specifically for use around *Bill 124* payments. This scope may need to be widened.

In late February, HDH received a funding letter for the remaining Bill 124 retroactive costs, as well as the current year impact. The funding received did not reimburse all Bill 124 costs incurred by HDH. The funding was discounted, with HDH receiving 85% of actual costs. There will be a detailed reconciliation process after year end to ensure all eligible costs are captured. Hospitals received between 75-85%.

### **9.2 Fiscal Advisory Committee (FAC) Report**

Nothing to report at this time.

### **9.3 Public Relations Committee Report**

There is nothing to report at this time.

### **9.4 By-Law Committee Report**

C. Leifso reported that the By-Law Committee met on March 4, 2024 with Miller Thomson to work on the next step of the work plan. Currently, review of polices and the Letters Patent is taking place. The hope is to bring documents forward to the next meeting for review and then approve the following month.

### **9.5 Nominating Committee Report**

There is nothing to report at this time.

## **10. CONSENT AGENDA**

Moved and Seconded

**THAT the items on the consent agenda are approved as follows;**

### **10.1 Open Board Session Minutes – February 27, 2024**

### **10.2 Board Committee Reports**

- (a) Finance/Audit & Property Committee Minutes – February 22, 2024
- (b) Quality Governance & Risk Management Committee Minutes – February 27, 2024
- (c) Medical Advisory Committee Minutes – February 1, 2024
  - (i) Monthly Credentialing Report – Approved March

### **10.3 Reports**

- (a) Finance & Property Report
- (b) VP of Patient Care Services/CNE Report
- (c) HDH Foundation Report

MOTION CARRIED

## **11. ROUND TABLE**

### ***Dr. Heerema***

Provided the group information around the residency match program. 20% of spots are unfilled in Ontario and unfortunately there were no successful matches for HDH in the first round. The group discussed the declining interest in family medicine.

### ***T. Shier***

Complimented HDH on its staff planning for the summer and being recognized by Ontario Health West on being a model for planning.

**12. NEXT MEETING**

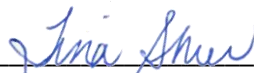
Tuesday, April 23, 2024 at 5:00pm

**13. COMPLETION OF BOARD MEETING EVALUATION**

T. Shier reminded the group to complete the Board Meeting Evaluation.

**14. ADJOURNMENT**

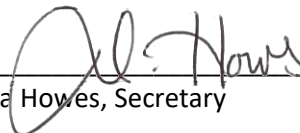
The meeting adjourned at 1807 hours.



\_\_\_\_\_  
Tina Shier, Chair



\_\_\_\_\_  
Victoria Cumming, Recorder



\_\_\_\_\_  
Dana Howes, Secretary