

 HANOVER &
DISTRICT
HOSPITAL
MINUTES OF THE REGULAR BOARD MEETING

DATE: Tuesday, January 28, 2025

TIME: 1700 hours

PLACE: Hybrid (HDH Boardroom/Virtual)

PRESENT: **Voting Directors:** Tina Shier (Chair), Pamela Matheson (Vice Chair), Don Butland, Leigh Butler, Réjane Dunn, Lorna Eadie Hocking, Keith Hopkins, Corwin Leifso, Terry Leis, Chris Prues

Non-Voting Directors: Dana Howes (President and CEO), Saskia MacMillan (VP of Patient Care/CNE), Dr. Randy Montag (Chief of Staff)

Invited Staff: Kim Mighton (Vice President of Finance & Operations), Dr. Nick Abell (President of Medical Staff), Victoria Cumming (Recording Secretary)

REGRETS: **Voting Directors:** Cathy Lansink

Non-Voting Directors & Invited Staff: Dr. Tim Heerema (Vice President of Medical Staff),

1. CALL TO ORDER

P. Matheson called the meeting to order at 1700 hours and explained that Board Chair, T. Shier was having power outage issues. The In-Camera Session of the Board Meeting was deferred to Thursday, February 6, 2025 at 5:30pm.

2. LAND ACKNOWLEDGMENT

P. Matheson 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: JOINT HEALTH & SAFETY COMMITTEE (JHSC)

M. Soers, Occupational Health & Safety/Risk Manager provided a presentation on the Joint Health and Safety Committee (JHSC). The slide deck included the following;

- What is the JHSC?
- What is the Occupational Health and Safety Act (OHSA)?
- Who enforces the OHSA?
- Purpose and Key Responsibilities of the JHSC
- Workplace Health and Safety Inspections
- Workplace Inspection Process

- D. Butland shared his experience joining in on a JHSC Workplace Inspection
- Why the JHSC is important to HDH

Clarification was provided around workplace inspections with how often they are completed and how long they take to complete.

T. Shier entered the meeting.

7. STRATEGIC MATTERS

7.1 Emergency Department (ED) Renovation Update

D. Howes provided a slide deck with an update for the ED Renovation Project. It was updated that initial feedback was received from the Ministry requesting clarification on a few items. HDH has provided the necessary details and resubmitted to the Ministry as of January 14, 2025.

7.2 Surge and Capacity Challenges

S. MacMillan provided a briefing note to the group explaining that the respiratory surge is now peaking across Canada as predicted. The Southwest region is working together through regular huddles to manage capacities across the region. She explained the effect of the surge on HDH and responses that are currently in place. Staff were complimented on their resilience and efforts to manage the situation at hand.

In addition, HDH is now experiencing a gastroenteritis outbreak which also adds to workload and staffing challenges.

Dr. Abell shared that having an additional nurse in the ED to take care of the regular inpatient needs has been very helpful to alleviate the ED nurse and have the flow in ED continue.

It was asked if the RSV vaccine has been seen to be effective. The uptake of the vaccine is low due to the cost. There is also not enough data to determine its effectiveness.

8. OFFICER REPORTS

8.1 Board Chair Report

T. Shier reported on the events/meeting she attended throughout the month of January. There was no further discussion.

8.2 President & CEO Report

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

- *Community Information Session (Nov 27, 2024):* HDH held a well-attended community meeting at Hanover Legion to update residents on hospital operations, followed by a CEO interview with Wightman's.

It was explained that there was limited feedback from the community after the Community Information Session. The Board and Senior Staff thought that attendance was lower than expected. But, this could mean that the community is generally happy with HDH. It was clear after the information session that the general community is not aware how hospitals are funded. At this time another session is not being planned but there may be opportunity to educate the community through other mediums.

- *GBIN Board Chair and CEO Meeting (Jan 22, 2025):* The first-ever joint meeting of all GBIN partner organizations' Board Chairs and CEOs discussed the eNautilus Project's progress, currently in Phase 2 with completion expected by March 2025.

It was clarified that cost of the final project is on hold while more work is completed to reset the project. GBIN will then have more to inform HDH on budget and spend.

- *Meeting with Local CEOs (Jan 21, 2025)*: HDH participated in its regular monthly meeting with South Bruce Grey Health Centre and Brightshores Health System CEOs to discuss organizational and regional healthcare challenges.
- *CEO Forum (Jan 22, 2025)*: HDH hosted a hybrid forum covering operational updates, strategic planning, wellness initiatives, and staff recognition.
- *Upcoming Meeting with Rick Byers (Jan 27, 2025)*: HDH scheduled a meeting with MPP Rick Byers to advocate for continued Emergency Department funding and discuss pre-budget hospital funding needs.

9. BUSINESS/COMMITTEE MATTERS

9.1 Finance/Audit & Property Committee Report

C. Prues reported that the Finance/Audit & Property Committee met January 23, 2025. The Finance report for the 9 months ending December 31, 2024 was included in the agenda. There was a deficit of \$901,155 before building amortization and a deficit of \$1,111,486 after building amortization. He highlighted the expenses over revenue, current forecast position, and cash position.

It was noted that the outlook for the full year is a projected deficiency. Positively, HDH has received MOH Arbitration Awards funding but there is still an outstanding application for ED Stabilization and Orphan Patient Funding. Otherwise HDH remains in a healthy cash position.

9.2 Fiscal Advisory Committee Report

There was no report at this time.

9.3 By-Law Committee Report

There was no report at this time.

9.4 Nominating Committee Report

There was no report at this time.

10. CONSENT AGENDA

10.2(b)(iii) Board Policy # 401 Board Committee Principles

The Quality Governance and Risk Management membership and voting was then discussed as a whole. It was clarified that a committee's terms of references who can vote and who cannot. The committee role was also discussed, with the understanding that it is a different entity from the board and its members have difference responsibilities. The board agreed to make two changes to the policy: remove the word "board" from the Nominating terms of reference and change "co-chair" to "representative".

Moved and Seconded

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

10.1 Open Board Session Minutes – November 25, 2024

10.2 Board Committee Reports

- (a) Finance/Audit & Property Committee Minutes – November 21, 2024
- (b) Quality Governance & Risk Management Minutes – November 25, 2024
 - (i) 2025-2030 Strategic Plan
 - (ii) Engagement & Communications Plan
 - (iii) Board Policy # 401 Board Committee Principles (**as revised**)
- (c) Medical Advisory Committee Minutes – November 7, 2024

10.3 Reports

- (a) Finance & Property Report
- (b) HDH Foundation Report

10.4 Correspondence

- (a) Letter 1 (re: Community Information Session)
- (b) Letter 2 (re: Community Information Session)

MOTION CARRIED

11. ROUND TABLE

Dr. Abell

Expressed gratitude for the staff's efforts during the gastroenteritis outbreak. He also highlighted the support provided by D. Howes and K. Mighton to the staff during a difficult code situation.

12. NEXT MEETING

Monday, February 25, 2025 at 5:00pm

13. COMPLETION OF BOARD MEETING EVALUATION

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

14. ADJOURNMENT

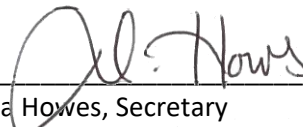
The meeting adjourned at 1806 hours.



Tina Shier, Chair



Victoria Cumming, Recorder



Dana Howes, Secretary