

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

**DATE:** Thursday, August 22, 2024

**TIME:** 1900 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,  
***Non-Voting Directors:*** Dana Howes (President and CEO),  
***Invited Staff:*** Kim Mighton (Vice President of Finance & Operations), Victoria Cumming (Recording Secretary),

**REGRETS:** ***Voting Directors:*** Cathy Lansink, Chris Prues  
***Non-Voting Directors & Invited Staff:*** Mary Rae (VP of Patient Care Services/CNE), Dr. Randy Montag (Chief of Staff), Dr. Nick Abell (President of Medical Staff), Dr. Tim Heerema (Vice President of Medical Staff)

**1. CALL TO ORDER**

T. Shier called the meeting to order at 1900 hours.

**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. STRATEGIC MATTERS**

There was no strategic matters.

**7. OFFICER REPORTS**

**7.1 President & CEO Report**

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

- The strategic planning process has begun with Impreza Consulting Inc. The initial kick-off meeting solidified project timelines, established a touch base meeting schedule and strategies were put in place for stakeholder engagement.
- The Grey-Bruce Police/Hospital/Stakeholder Partnership Committee will be meeting in the fall to review the Police/Hospital Transition Protocol and review its education plan.
- Recruitment is underway for an incoming VP of Patient Care Services/CNE. The process is moving forward with a focus on selecting a leader who will uphold and enhance the

quality of patient care services.

Clarification was provided on the VP of Patient Care Services/CNE recruitment process and who is involved in the interview process. It was explained there will be multiple rounds of the interview phase. The goal is to have someone in place in November but an invitation will be extended if possible to attend the Board Strategic Planning Retreat.

## **8. BUSINESS/COMMITTEE MATTERS**

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

#### **(a) 2024/25 Operating Budget Briefing Note**

K. Mighton reviewed the proposed operating budget with the group for 2024/25. Specifics were detailed through the briefing note provided in the agenda.

- The percentage of increase to base funding and one time funding confirmations were detailed. It was noted the funding letter received was referred to as the initial funding letter.
- The current funding is a good start but will not be sufficient to meet HDH's current needs. This is consistent with all hospitals who are reporting between 2-8% deficits. Small hospitals are being hit the hardest. HDH will be reporting a 1.1 million deficit.
- Ontario Health (OH) has also recognized this won't be sufficient and has asked hospitals to hold tight and not make any decisions from a service perspective. More information has been asked for from hospitals and a benchmarking exercise is being engaged as well. There is also a report due soon on working capital that OH is collaborating with Deloitte on.
- It was noted that at this time the ED Orphan and Patient Stabilization Funding has not been confirmed. This is 4% of HDH's global funding. HDH has been told it could be January before and confirmations are heard. HDH will continue to advocate for this on an ongoing basis. This funding is crucial especially in light of the instability around us.
- Another factor affecting HDH's budget this year is an unprecedented amount of parental leaves. There are 15 for the year with only 4-5 budgeted for. This is a one-time cost to HDH.
- The group discussed how the deficit would be covered with no cash reserves. It was explained that in the short term the investment portfolio would have to weather this.

The Board discussed the following;

- Clarified the MPP announcement of funding is just the 4% added to the global budget that HDH received. This is not extra funding.
- Impact on HHR due to parental leaves. At this time HDH is not anticipating a shortage. The leaves are spread out through various departments and are not all nurses. HDH has continued to onboard new staff all summer including nursing externs. It was also clarified what costs are associated that impact HDH for parental leaves.
- It was explained that funding has not been provided to absorb increased volumes. Budgeting remained the same as last year's budget due to that.
- Discussed the hospital line of credit and the possible use for reasons other than retroactive payments as originally discussed. It was asked if investments have been utilized historically. They have not been historically used for operations and only for capital projects. The Ministry is reported this amount quarterly so they are aware of HDH's investment portfolio. The group discussed the use of the line of credit as a buffer to give the investment manager time to free up funds at a time for benefit for HDH.

#### **(i) 2024/24 Operating Budget**

Moved and Seconded

**THAT the 2024/25 Operating Budget be approved by the Board of Directors as presented.**

MOTION CARRIED

Moved and Seconded

**THAT the Board of Directors approve the utilization the line of credit as required to help manage cash flow.**

MOTION CARRIED

(b) 2024/25 Capital Equipment Budget Briefing Note

K. Mighton reviewed the proposed capital equipment budget with the group for 2024/25. Specifics were detailed through the briefing note provided in the agenda.

She explained that the list has been organized in a new format that organizes the items under the different fundraising arms of the hospital. Most items on the list will be funded for through these avenues and only absolutely necessary items required by departments have been left on the list for HDH to cover. The internal ask is around 678,000. It was noted that HDH will have an increasing reliance on our Foundation going forward to cover equipment purchases.

(i) 2024/24 Capital Equipment Budget

Moved and Seconded

**THAT the 2024/25 Capital Equipment Budget be approved by the Board of Directors as presented.**

MOTION CARRIED

**9. CONSENT AGENDA**

Moved and Seconded

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

**9.1 Open Board Session Minutes – June 25, 2024 (as revised)**

**9.2 Reports**

(a) VP of Patient Care Services/CNE Report

MOTION CARRIED

**10. ROUND TABLE**

P. Matheson advised the group that Brightshores Health System has a new Board Chair. She also confirmed the September 12<sup>th</sup> date to network with the HDH Foundation Board.

**11. NEXT MEETING**

Tuesday, September 24, 2024 at 5:00pm

**12. COMPLETION OF BOARD MEETING EVALUATION**


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

**13. ADJOURNMENT**

The meeting adjourned at 1956 hours.

  
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Tina Shier, Chair

  
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Victoria Cumming, Recorder

  
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Dana Howes, Secretary