

# BOARD OF DIRECTORS



## OPEN SESSION MINUTES

Thursday, February 12, 2015 at 5:30 p.m.  
Huntsville District Memorial Hospital Boardroom  
Approved March 12, 2015

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### **PRESENT:**

<i>Elected Directors:</i>	Charles Forret	Gregg Evans	Evelyn Brown	Christine Featherstone
	Donna Denny	Brenda Gefucia	Cameron Renwick	Joe Swiniarski
	Kevin King	Larry Saunders	Phil Matthews	Nicholas Popovich
<i>Ex-Officio Directors:</i>	Natalie Bubela	Karen Fleming	Dr. Jan Goossens	Dr. J. Macmillan
<i>Executive Support:</i>	Tim Smith	Harold Featherston	Vivian Demian	
<i>Staff Resource:</i>	Tammy Tkachuk			
<b>REGRETS:</b>	Dr. Kersti Kents			

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### **1.0 CALL TO ORDER**

With a quorum present, the Board Chair, Charles Forret called the meeting to order at 1732 hours.

#### **1.1 APPROVAL OF AGENDA**

*It was moved, seconded and carried that the meeting agenda be approved as circulated.*

#### **1.2 DECLARATION OF CONFLICT OF INTEREST**

Members were reminded that conflicts of interest are to be declared for any agenda items and the Director is to excuse him/herself from the meeting for the duration of the discussion. Upon review of the agenda, there were no conflicts of interest declared.

#### **1.3 CHAIR'S REMARKS**

The Chair addressed the recent rumours, resolutions, petitions and issues raised with regards to transparency that have been occurring the community. The Chair acknowledged receipt of a resolution passed by Huntsville Town Council on January 26, 2015 and supported the Township of Perry on February 6, 2015 that requests MAHC to remove consideration of single siting surgery from deliberations. The Chair explained that the Board has yet to deliberate on this topic and is part of the long-term planning work to envision. It was reinforced that no decisions have been made about the future model of health care for Muskoka and the surrounding area. It was also reinforced that this planning is looking out many, many years into the future. Concern was expressed with respect to the inaccuracy in the resolution, where it suggests that "MAHC is considering single-siting all surgical procedures at one site in order to balance the budget." And it was noted that these are in fact two separate issues and MAHC is working with the LHIN and MOH to resolve the current funding shortfall. The Chair noted that the MAHC Board welcomes all forms of feedback, and will continue to actively seek input from the community with respect to our long-range planning options, there is concern however around the timing and the importance of hearing all information, analysis and explanations before passing judgment on any portion of a plan or option that has not been completed. The Board continues to be fully committed to continuing to share progress and work to date with the community, and the next round of Community Information Sessions have already been scheduled next month when we will have the opportunity to tell the whole story to our communities and get their feedback on the options for consideration.

The Chair noted that each Board member was provided with the information related to the upcoming Gala for the Huntsville Hospital Foundation occurring in April. Directors were encouraged to attend.

#### **1.4 DATA QUALITY CULTURE PROJECT**

Tim Smith introduced Frankie Dewsbury, Manager Information Services & Privacy Officer along with Sonja Stirling, Finance Manager invited to provide an overview of the Data Quality Culture project occurring at Muskoka Algonquin Healthcare. The goal of the project is to ensure all stakeholders have a clear understanding of the importance of data

quality making a priority for all levels of the organization. In response to a question from the floor, it was explained that although there are no identified obstacles to implementation, there is a time commitment required and will involve education for staff. The Team is working closely with Grey Bruce and leveraging their information and experience. The Chair thanks F. Dewsbury and S. Stirling for their presentation.

## **2.0 CONSENT AGENDA**

*It was moved, seconded and carried that the following items be approved or received as indicated:*

- 2.1 Approval of the Board of Director Meeting Minutes from January 8, 2015*
- 2.2 Receipt of the Executive Committee Report of January 19, 2015*
- 2.3 Receipt of the Corporate Communications Dashboard*
- 2.4 Receipt of the Annual Board Goals Dashboard*
- 2.5 Receipt of the CEO Performance Business Commitments Status Report*
- 2.6 Receipt of the Chief of Staff Performance Business Commitments Status Report*
- 2.7 Receipt of the Strategic Planning Committee Report of January 20, 2015*
- 2.8 Approval of the Mission, Vision and Values Policy #GOV-1-10*
- 2.9 Receipt of the Audit Committee Report for January 27, 2015*
- 2.10 Approval of the Audit Committee Terms of Reference*
- 2.11 Approval of the Audit Committee Work Plan for 2014-2015*
- 2.12 Receipt of the Nominations Committee Report for February 2, 2015*
- 2.13 Approval of the revised Nominations Committee Terms of Reference*
- 2.14 Approval of the Nominations Committee Work Plan for 2014-2015*

## **3.0 ENSURE PROGRAM QUALITY & EFFECTIVENESS**

### **3.1 REPORT OF THE CHIEF OF STAFF**

Dr. Jan Goossens, Chief of Staff presented the report of the Medical Advisory Committee as was pre-circulated and appended to the meeting package for information. There was no questions or further discussion.

## **4.0 REPORTS**

### **4.1 REPORT OF THE CHIEF EXECUTIVE OFFICER**

A copy of the combined February Report of the Chief Executive Officer was pre-circulated and appended to the agenda package for information. In addition to the report, N. Bubela provided each Director with a copy of the latest *Hospital News* publication which includes an article highlighting MAHC's Energy Project. The Board was also informed of a recent announcement from the Minister of Health and Long-Term Care with respect the putting a hold on all Health Links projects. The projects have been put on hold in order for an evaluation of current projects to occur.

## **5.0 CONTRIBUTE TO THE STRATEGIC DIRECTIONS**

### **5.1 2015-2018 STRATEGIC PLAN - ANNUAL OPERATIONAL INITIATIVES**

Phil Matthews presented the Annual Operational Initiatives as reviewed and endorsed by the Strategic Planning Committee. A question was raised with respect to the Partnership initiatives around Health Links given the recent announcement by the Minister of Health and Long-Term Care; N. Bubela explained that irrespective of the announcement the initiative in Muskoka will continue as it is around connecting care givers through an electronic format. Natalie Bubela explained that the next step is for those accountable to begin developing the annual sub-objectives and incorporating supportive initiatives in the annual business commitments. There were no other concerns raised and there was support by general consent for the presented Annual Operational Initiatives.

## **6.0 ENDEAVOUR TO ENSURE FINANCIAL VIABILITY**

### **6.1 FINANCIAL RESULTS**

On behalf of the Resources Committee, Gregg Evans presented the financial results for the period ending December 31, 2014 noting that although revenues are below budget from an expense perspective there was a savings of \$461k resulting in a surplus position for December. The results were reviewed and floor was opened for questions. Some discussion ensued with respect to occupancy rates; the average occupancy rates included in the report are the

Ministry of Health and Long-Term Care expected averages, however, the rates also vary depending on the clinical area.

***It was moved, seconded and carried that the Financial Report for the nine month period ending December 31, 2014 be approved.***

## **7.0 FOSTER RELATIONSHIPS**

### **7.1 CORPORATE COMMUNICATION STRATEGY FOR 2015-2016**

Charles Forret presented the Corporate Communications Strategy for 2015/2016 as recommended by the Executive Committee. A question with respect to attend District Committee meeting was raised and it was explained that initially that tactic is under the Master Program/Master Plan communications however it is thought that it would continue to apply for broad general updates as well. It was also clarified that this is the broad corporate annual strategy for communications and each individual project such as the Master Program/Master Planning will have its own distinct communication plan developed.

***It was moved, seconded and carried that the Corporate Communications Strategy for 2015/16 be approved.***

## **8.0 ENSURE BOARD EFFECTIVENESS**

### **8.1 FRAMEWORK FOR DEVELOPING ANNUAL BOARD GOALS**

On behalf of the Executive Committee, the framework was pre-circulated and appended to the meeting package. The framework proposes a new approach to establishing annual Board goals that will ensure the focus remains on governance improvement as opposed to standing committee deliverables. Directors were welcomed to provide input and suggestions for potential goals.

***It was moved, seconded and carried that the Board of Directors approve the Governance Performance Management Framework.***

## **9.0 MEETING TERMINATION**

***It was moved, seconded and carried that the open session be terminated and the Board of Directors proceed into the in-camera session following a short recess.***

  
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Charles Forret, Chair

  
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Natalie Bubela, Secretary