

OPEN SESSION MINUTES

May 7, 2013 at 7:00 p.m.
Huntsville District Memorial Hospital Garden Court
Approved June 13, 2013

PRESENT:

<i>Elected Directors:</i>	Larry Saunders	Eric Spinks	Charlie Forret	Gregg Evans
	Rick Durst	Joe Swiniarski	Sven Miglin	Philip Matthews
	Catherine King	Evelyn Brown	John Sinclair	
<i>Ex-Officio Directors:</i>	Natalie Bubela	Bev McFarlane	Dr. A. MacLennan	Dr. Jan Goossens
<i>Executive Support:</i>	Tim Smith	Harold Featherston	Robert Hughes	Vivian Demian
<i>Staff Resource:</i>	Tammy Tkachuk			

REGRETS: Dr. Steven Herr Bill Garriock

1.0 CALL TO ORDER

The Chair, Larry Saunders called the meeting to order at 1934 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

Upon review of the agenda there were no declarations of conflict of interest.

1.3 THE IMPORTANCE OF QUALITY IMPROVEMENT TOOLS AND METHODOLOGIES IN HEALTH CARE

Given the number of agenda items, it was agreed to defer this education topic to a future meeting.

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 Minutes from April 11, 2013*
- 2.2 Receipt of the Quality & Patient Safety Committee Report*
- 2.3 Receipt of the Patients Left Without Being Seen Report*
- 2.4 Receipt of the Patient Relations Report*
- 2.5 Receipt of the Senior Leadership Team Report*

3.0 FINANCIAL VIABILITY**3.1 2013-2014 PROPOSED BUDGET SOLUTIONS**

The Chair provided an overview of the consultation process undertaken and stated that the 2013-14 budget exercise has been very different from previous years. With a new funding model from the Ministry of Health and Long-Term Care, Muskoka Algonquin Healthcare recognized that it would be facing a significant funding gap and budget shortfall that would require creative solutions in order to achieve a balanced budget position. Through March and April there was an extensive and fully transparent engagement process with internal and external stakeholders around a series of proposed solutions to identify \$2.4 million in annualized operational savings. There were 46 consultations held that were attended by over 700 people and resulted in the Board and Administration receiving nearly 200 pieces of feedback. The Chair noted that at several consultation sessions, many individuals spoke with emotion and passion about the value of having health care services close to home. The allegiance each community has to its local hospital was clearly conveyed as well as their vision of distinct sites versus a unified Muskoka Algonquin Healthcare. The Board understands this is an emotional issue.

The Chair recognized the diligence and hard work of the Chief Executive Officer and Senior Leadership Team. The Board believes that the Team has produced the best possible plan to meet the financial challenge and preserve services in Muskoka, drive us to be more efficient, and balance the services offered at both sites so they are both strong and vibrant. It was also reinforced that the Board is committed to providing safe, high-quality health care and will continue to monitor the impacts of all decision on an ongoing basis.

Based on feedback received and discussion, the following changes to the original proposed initiatives were made:

- the siting of Cataract Surgery will be finalized once additional surgical services are confirmed and scheduled;
- the single siting of the Chemotherapy Day Clinic to the HDMH Site will be deferred to the June Board meeting to allow further investigation to be completed with Cancer Care Ontario;
- the SMMH Site acute care bed reduction will remain at 5 at this time to allow time for the processes and mitigations strategies to be implemented.

Discussion ensued and it was stated that these changes are critical to preserving two acute care hospitals with 24/7 emergencies. Comment was also made that this is the first year of several difficult years and that it will be important for the community to follow the initiatives, stay informed and support the Hospital. These changes are difficult decision but are necessary in order to continue providing services, although they will be provided differently into the future.

It was moved, seconded and carried that the Board of Directors approve the implementation of:

- **Single Siting of Complex Continuing Care to South Muskoka Memorial Hospital Site with a four bed reduction;**
- **Single Siting of Cataract Surgery (siting yet to be determined);**
- **Reduction of 5 acute care beds at the Huntsville District Memorial Hospital Site;**
- **Reduction of 5 acute care beds at the South Muskoka Memorial Hospitals Site.**

4.0 PROGRAM QUALITY AND EFFECTIVENESS

4.1 QUALITY MATTERS - PATIENT EXPERIENCE

N. Bubela spoke to the Quality Matters report and noted that four incidents will be reviewed at Quality Council. There continues to be clusters of incidents regarding lack of patient identification and all staff have been reminded that proper patient identification is a critical factor for safe patient care. The staff were commended in terms of transparency of information sharing during the weekly Senior Team Walk Arouns.

4.2 BALANCED SCORECARD 2012-2013

The results of the Balanced Scorecard as at March 31, 2013 were presented; the scorecard includes the indicators for the Quality Improvement Plan and Patient Safety Plan. Highlighted were the excellent results of the safety indicators such as C-Difficile and Hand Hygiene compliance. It was stated that the Board can be incredible proud of the concentrated efforts of staff regarding Alternate Level of Care days. The Quality Improvement Plan for the 2012-2013 fiscal year was completed with 85% of indicators achieving or exceeding the set targets.

5.0 REPORTS

5.1 REPORT OF THE CHAIR

The Chair reminded Directors that the Annual Care Connections Forum is taking place May 28th and 29th at the Rama Conference Centre in Orillia. In addition, the LHIN will be hosting regional Governance meetings in June. The date for the Muskoka area is Thursday, June 6th from 5:30 - 8:30 pm. It was requested that as many Board members as possible to attend this meeting.

It was noted that May 5 - 11 is National Physiotherapy Week and Nurses Week. On behalf of the Board, Larry Saunders expressed appreciation for the dedication and professional work ethic that the staff bring to their jobs every day.

A hardcopy of the Huntsville Auxiliary Report for May was circulated. It was noted that the 2013/14 Executive was installed at their Annual General Meeting held April 10th. Congratulations was extended to

- Joanne Matthews, President
- Helen Sparkes, Past President
- Nancy Waxl, 1st Vice President

- Sharon McNally, 2nd Vice President
- Vera McWade, Treasurer
- Susan Bionda, Recording Secretary
- Gwen Todd, Corresponding Secretary

The Executive Committee will be developing the annual Board Goals to bring forward for consideration; any Board members that may have feedback or suggestions for the coming year were asked to forward them as soon as possible. A draft will be brought forward to the June Board meeting for consideration of a recommendation to the new Board

5.2 REPORT OF THE CHIEF EXECUTIVE OFFICER

N. Bubela reviewed the report as pre-circulated with the meeting package and noted that Health Links will be a coordinated effort, led by the District of Muskoka, to mitigate the impact of the 1% high users of the health care system. There will be one-time dollars available for the initiative; at this point the partners have come together and developed a 'Readiness Assessment' for submission to the Ministry of Health and Long-Term Care. It was explained that the submission goes through the LHIN to the Ministry; the majority of partners are funded through the LHIN but not all such as the District of Muskoka and Family Health Teams as examples. In response to a question from the floor, it was explained that no communication has been received to date regarding the funding allocation for the 2013-2014 fiscal year, it is somewhat predicated on the Ontario budget as well as negotiations with the LHIN related to the Hospital Service Funding Agreement.

6.0 CONTRIBUTE TO STRATEGIC DIRECTION

6.1 STRATEGIC ACTION PLAN STATUS REPORT AS AT MARCH 31, 2013

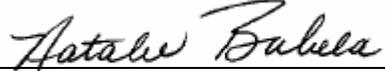
The Strategic Action Plan Status Report as at March 31, 2013 was received. It was noted that all projects are on target with the exception of the Information Technology Plan. As the Board is aware, there has been somewhat a delay in the timing of the project but it does continue to proceed forward.

Dr. Goossens noted that the next physician engagement meeting will be held on May 14th at 7:00 pm; Rick Durst volunteered to attend on behalf of the Board.

7.0 IN-CAMERA SESSION

It was moved, seconded and carried that the open session be terminated at 2021 hours and the Board of Directors proceed into the in-camera session.


Larry Saunders, Chair


Natalie Bubela, Secretary