

ATTENDANCE REGISTER											
P = Present R = Regrets A= Absent t/c = teleconference											
Committee Member	Sept. 24/19	Oct. 29/19	Nov. 26/19	Jan. 28/20	Feb. 25/20	Mar. 24/20	April 28/20	May 26/20	June 16/20 <i>*special*</i>	June 16/20	# of Mtgs.
Lori Ker, Chair	P	P	P	P	P						5
Sandy Kang-Gill, Vice Chair	P	P	P	t/c	P						5
Krista Collinson	P	P	P	t/c	R						4
Janice Cockburn	P	P	P	P	P						5
Louise Kindree	P	P	P	R	P						4
Warren Maycock	P	A	P	P	A						3
Hugh O’Brodivoch	P	P	P	t/c	t/c						5
Janice Peters	P	P	t/c	t/c	t/c						5
Tim Peters (F)	P	P	P	t/c	P						5
Greg Pope	P	P	P	P	P						5
Dave Straughan	R	P	R	P	P						3
Ken Topping	P	P	P	P	P						5
Carolyn Young	P	R	P	P	t/c						4
Kim Delahunt	P	P	P	P	P						5
Dr. Peter Cino	P	P	P	P	R						4
Peter Varga	P	P	P	P	P						5
Dr. Jeff McKinnon	R	P	P	P	P						4
Dr. Mercedes Rodriguez	P	P	P	P	P						5

Staff Present: Dora Boylen-Pabst, Bonnie Kulba **Guest:**

1.0 CALL TO ORDER

The Chair called the meeting to order at 5:00 pm.

2.0 PRELIMINARY ITEMS

2.1 Chair’s Remarks

The Chair welcomed the Board and noted a full Agenda and excited that we are reintroducing the Patient Story at the beginning of every meeting.

2.2 Disclosure of Conflicts

As noted last Board meeting all received Statements of Interest are a standard part of the package. One new Statement of Interest was added from Dr. Jeff McKinnon that will be added to the list.

2.3 Approval of Agenda

MOTION: Moved by Greg Pope, seconded by Ken Topping, “That the Agenda as presented be approved.”
CARRIED

2.4 Board Director Interests – Standing

No changes to this item.

2.5 Board Action Log

The Board Action Log was reviewed, all items on track and up to date.

3.0 BOARD EDUCATION & DEVELOPMENT

3.1 Patient Story

Peter Varga shared a patient story with the Board that links to two of our values: Getting even better and Nothing about you, without you.

3.2 Coronavirus/COVID-19

Sandy Critchley, Director of Quality, Planning and Performance, Tom Reid, Chief Paramedic, Dr. Cesar Orellana, Infection Control and Alex Kusiewicz, Infection Prevention & Control Coordinator provided the Board with an update on COVID-19. Sandy Critchley provided up to date statistics by Country along with local information as it relates to patients presenting themselves to Headwaters emergency department for testing. To date, Headwaters has not had a positive test come back. Sandy noted that 85% of Headwaters staff have been mask fit tested but noted a shortage of N95 masks, not just to Headwaters but globally.

The Board understands that hospital resources will be stretched during this time as Business Continuity planning gets underway.

4.0 COMMITTEE, FOUNDATION & HOSPITAL REPORTS AND BUSINESS OF THE MEETING

4.1 Foundation Report

Dora Boylen-Pabst provided the Board with Foundation Revenues and Grants for FY20 along with an update on upcoming events, FY21 planning and staffing. The FY21 Foundation Operating Plan was pre-circulated in the package for review, no questions were raised by the Board. Dora and Danielle extended invite to meet with Board Members individually to discuss plan, strategy and how they can involve themselves.

The Board congratulated Dora and her team on a very successful year. Dora thanked Janice Cockburn for her third-party fundraising event.

4.2 Medical Advisory Committee Report (MAC)

Patient and Physician Story:

Dr. Cino provided the Board with an overview of a patient story presented to MAC. The story involved Dr. Ricky Jrearz and an elective case he scheduled for our OR, so this patient could have his advanced laparoscopic surgery close to home. He involved the entire care team in the planning and also Administration in granting privileges for a visiting surgeon from U of T. This is an example of one physician demonstrating all of our values: Kindness, Passion, Courage and Teamwork. Every month, MAC will start with a brief patient/physician story in which the care team exemplified our values.

The Board Chair and the entire Board felt the story and linking to our values was incredibly beneficial and encouraged Dr. Cino to continue with sharing stories on a regular basis.

Paediatrics Update:

Dr. Ron Murphy has given notice of his decision to retire, after 32 years of service, from his hospital work as of June 15, 2020. He will maintain his community practice. The risk this poses to not only the paediatric coverage at the Hospital, but to the Obstetrics program, has been discussed at Senior Management and the MAC. All recruitment ideas are being considered including seeking support from neighbouring hospitals.

Dufferin Caledon Physicians Association Event:

The Dufferin Caledon Physician Association is hosting a combined social and continuing medical education (CME) event on February 26th at the Spirit Tree Cidery in Caledon. Along with a tour of the cidery, there will be a presentation by Dr. Matthew Tenenbaum, Associate Medical Officer of Health on opioids. The event is co-sponsored by the General Medical Staff, the Dufferin County Medical Society and the Dufferin County Physicians Search Committee.

4.3 CEO Report

The CEO provided an update on Provincial and Local key highlights with a focus on COVID-19, major hospital projects, funding, hospital risks and mitigation plans.

In addition to her report, the CEO shared a timely update. The Ministry tabled new legislation this morning around Home and Community Care support services noting the 14 LHINS will remain as an entity but with mandate specific to Home and Community Care. The Ministry is currently working on new regulations.

The CEO shared that the hospital would be taking over managing the funding for the Telecheck program. This program will not be part of the hospital, they are their own entity, and the staff will not become hospital employees.

The CEO advised the Board that the hospital will be partnering with University of Waterloo. There is a multi-year funding to support data analytics to improve the patient experience.

4.4 Finance & Audit Committee Report

The Chair of the Finance & Audit Committee provided highlights from the February 19, 2020 meeting. Items of focus included the receipt of \$484k one-time funding for surge that will go to base. Options to fund Care4 are currently being looked at in partnership with the Foundation. It was requested by the Board that the strategy come back in April/May 2020. A review of all contracts has been completed and a new process is being implemented.

The detailed financial statements, related schedules and tables were presented. An analysis of the significant variances for December 31, 2019 year to date (YTD) as compared to the YTD HAPs 2019/20 Budget and to the same period in the prior year were discussed. It was noted that we are on budget for the year. Funding has not been confirmed yet for FY20/21.

MOTION: Moved by Dave Straughan, seconded by Ken Topping, "That the Finance & Audit Committee recommend to the Board of Directors for approval the Internal Financial Statements for the period ending December 31, 2019." CARRIED

5.0 STRATEGIC DISCUSSIONS

5.1 Hills of Headwaters Collaborative - OHT

Website for the Hills of Headwaters Collaborative continues to get updated as new materials are developed www.hillsofheadwaterscollaborative.ca Relationship Charter continuing to be endorsed by all partner agencies and submitted by the end of February; HHCC's was submitted following the January Board endorsement.

Hills of Headwaters OHT Collaborative meeting was held on February 6, 2020; discussion occurred on the updated Investor's Strategy and resource plan required to achieve Year 1 deliverables.

Call with Central Region OHT Lead Contact occurred on Feb 10, 2020 and Year 1 resource request submitted.

Work groups including: Digital, Integrated Care, Community Wellness Council, Communications, Mental Health and Addictions, Palliative and Governors all continue to meet and finalize year one deliverables.

A Two Day OHT Provincial Learning and Improvement Forum occurred Feb 19 and Feb 20 at York University; all 24 successful and 6 full applicant OHTs invited to send 5 participants each; Focus was on

how to achieve a population health management approach for the entire attributed OHT population and moving the needle on year 1 priority deliverables.

5.2 Care4 Project Update

The CARE4 project has officially launched (January 2020) and the teams and committees are rapidly assembling in preparation for the delivery of the Meditech Expanse software (target date February 26th, 2020). With the governance and working group structures approaching final draft, the focus will aggressively turn towards human resources and the need to fill (and back fill) the 250-300 individuals who will be in some way contributing to the implementation and go-live. Headwaters is taking progressive steps towards fulfilling its obligations within the regional partnership. It was requested by the Board that the Vice President of Patient Services and CNE include a timeline document in every Board package.

*Shared Services Alliance Agreement (SSAA) is currently being discussed among the CEO's of the four hospitals and will be brought forward to the Board of Directors for Approval to sign March 2020. The next meeting among the CEO's will be held on February 28th, 2020 (at RVH) where discussions will be finalized to move forward.

6.0 CONSENT AGENDA

- 6.1** Approval of Draft Finance & Audit Committee Minutes from November 13, 2019, Draft Quality Committee Minutes from January 25, 2020 and Board of Directors Minutes from January 28, 2020.

MOTION: Moved by Greg Pope, seconded by Sandy Kang-Gill, "That the Board of Directors approve the Consent Agenda." CARRIED

7.0 INFORMATION ITEMS

- 7.1 Information; Upcoming Events, Education Opportunities and Meetings.**
Upcoming meetings and events were reviewed.

8.0 ADJOURNMENT

With there being no further business, the meeting was adjourned at 7:30 pm.
Moved to In Camera meeting.



Lori Ker, Board Chair



Kim Delahunt, Secretary