

# MINUTES


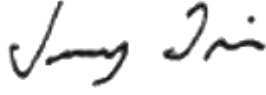
Committee:	<b>HHS Common Board</b>		
Date:	March 21, 2024	Time:	4:01pm-7:28pm
Chair:	Jane Sager, Acting Chair	Recorder:	Alana Ross
Present:	Allan Ball, Dr. Daters, Brian Heagle, Heather Hern, Steve Ireland, Aileen Knip, Christie MacGregor, Dr. Natuik, Tara Oke, Pat O'Rourke, Susan Reis, Dr. Ryan, Jane Sager, Bruce Shaw, Laura Stire, Jimmy Trieu, Michelle Wick		
Regrets:	Glen McNeil		
Guests:	Mike Niglas, Shari Sherwood (Clinical Informatics, Quality, Accreditation Specialist), Shane Dejong (Director, Finance)		
<b>1</b>	<b>Call to Order / Welcome</b>		
1.1	<ul style="list-style-type: none"> <li>Ms. Sager welcomed everyone and called the meeting to order at 4:01pm</li> </ul>		
<b>2</b>	<b>Education</b>		
<b>3</b>	<b>Approvals and Updates</b>		
3.1	<u>Declaration of Conflict of Interest</u> <ul style="list-style-type: none"> <li>Ms. Sager asked if anyone had a conflict of interest to declare based on information contained in the package <ul style="list-style-type: none"> <li>No conflicts were declared</li> </ul> </li> </ul>		
3.2	<u>Agenda</u> <ul style="list-style-type: none"> <li>Approval / Changes <ul style="list-style-type: none"> <li>MOVE 6.6 F2425 Quality Improvement Plan (QIP) presentation to first discussion</li> </ul> </li> </ul> <p><b><i>MOVED AND DULY SECONDED</i></b> <b><i>MOTION: To approve the March 21, 2024 HHS Common Board agenda, as amended. CARRIED.</i></b></p>		
3.3	<u>Previous Minutes</u> <ul style="list-style-type: none"> <li>Approval / Changes <ul style="list-style-type: none"> <li>None</li> </ul> </li> </ul> <p><b><i>MOVED AND DULY SECONDED</i></b> <b><i>MOTION: To approve the February 8, 2024 HHS Common Board minutes. CARRIED.</i></b></p>		
<b>4</b>	<b>Business Arising from Minutes</b>		
<b>5</b>	<b>Staff Reports</b>		
5.1	<u>President &amp; CEO:</u> <ul style="list-style-type: none"> <li>2024-03-Monthly Report-CEO circulated <ul style="list-style-type: none"> <li>Formal confirmation received regarding P4R funding of \$150K for each AMGH &amp; SHH <ul style="list-style-type: none"> <li>P4R funding targets keeping EDs open and is not directed at physicians themselves; Ministry had indicated that hospitals with closures would not receive the same amount, however, all hospitals were granted the same <ul style="list-style-type: none"> <li>CEO will be contacting OH for further information</li> </ul> </li> <li>A Small, Rural and Northern Hospital group meeting is scheduled for Mar 26 where the CEO Table &amp; OHA will discuss the possibility of this funding becoming part of base funding rather than continue as unpredictable one-time funding; Ministry is aware of the Health Human Resources issues in small, rural and northern hospitals and it is anticipated that they will be receptive to these changes in F2425</li> </ul> </li> <li>Confirmation received that EDLP funding will be extended for 6 months</li> </ul> </li> </ul>		
5.2	<u>CNE:</u> <ul style="list-style-type: none"> <li>2024-03-Monthly Report-CNE circulated <ul style="list-style-type: none"> <li>Current focus is on upcoming joint Accreditation; mock scheduled for Mar 27</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>○ Huron Health System is a partnership between AMGH &amp; SHH, however AMGH &amp; SHH still remain separate entities, and the HHS logo is causing confusion at peer hospitals; other partnered hospitals use their identification differently                             <ul style="list-style-type: none"> <li>▪ Looking for alignment and consistency</li> </ul> </li> </ul>
<p>5.3</p>	<p><u>COO:</u></p> <ul style="list-style-type: none"> <li>• 2024-03-Monthly Report-COO circulated                             <ul style="list-style-type: none"> <li>○ On discussion</li> </ul> </li> </ul>
<p>5.4</p>	<p><u>AMGH Chief of Staff:</u></p> <ul style="list-style-type: none"> <li>• Documents circulated:                             <ul style="list-style-type: none"> <li>○ 2024-03-Report to Board-COS</li> <li>○ 2024-01-17-MAC Minutes</li> <li>○ 2024-02-21-MAC Minutes</li> <li>○ 2024-03-Report to Board-Credentials (AMGH)</li> </ul> </li> <li>• In regards to the Physician Ready program, site visits are under way at AMGH; there is competition between AMGH, LWHA and HPHA                             <ul style="list-style-type: none"> <li>○ Physician candidates will start in Sep</li> </ul> </li> <li>• MAC &amp; MSA were held yesterday; discussion was held regarding P4R and EDLP funding continuance                             <ul style="list-style-type: none"> <li>○ While continued funding is a good thing, local physicians are feeling deflated due to                                     <ul style="list-style-type: none"> <li>▪ The fact that the Ministry had stated that hospitals that closed last year would not be eligible for the same funding this year, and that funding would go to hospitals that remained open despite the pressures, did not happen; all small hospitals received the same funding of \$150K</li> <li>▪ Continually increasing workload without proper remuneration</li> <li>▪ Physicians wishing to make extra money through the EDLP program cannot provide regular locum at hospitals for six months in order to get into the program, drawing them away from picking up regular shifts and decreasing the already small pool of locum physicians   <ul style="list-style-type: none"> <li>– For clarity, Locums do not have formal contracts with hospitals to fulfill</li> </ul> </li> </ul> </li> <li>○ Working on ED schedules for Apr, May and Jun, which are not completely filled locally; open shifts will go into the EDLP shift scheduler for locum pick up                                     <ul style="list-style-type: none"> <li>▪ Physician group will be meeting again to discuss upcoming ED schedules with open shifts; potential closures will be discussed at SLT and Resources</li> </ul> </li> <li>○ It is anticipated that Dr. Dixon (psychiatry) will be starting at AMGH in July; the issue is related to his international training; Dr. Dixon has signed a contract with AMGH and is anticipated to fulfill it</li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the January 17, 2024 and February 21, 2024 MAC Minutes, and the Credentials Report, as presented. CARRIED.</u></b></p> </li></ul>
<p>5.5</p>	<p><u>SHH Chief of Staff:</u></p> <ul style="list-style-type: none"> <li>• Documents circulated:                             <ul style="list-style-type: none"> <li>○ 2024-03-Report to Board-COS (SHH)</li> <li>○ 2024-01-11-MAC Minutes</li> <li>○ 2024-02-08-MAC Minutes</li> <li>○ 2024-03-Report to Board-Credentials (SHH)</li> </ul> </li> <li>• Again, the extended P4R and EDLP funding is good, however, it does not solve the long term issues</li> <li>• Reviewed AFA (Alternate Funding) structure                             <ul style="list-style-type: none"> <li>○ Developed to be paid based on total volume, not by individual physician, which is skewed because in a larger hospital, there are several physicians seeing the same or less patients, than the one physician working in a small hospital; OMA is working to restructure this in the contract for F2425                                     <ul style="list-style-type: none"> <li>▪ Looking for equity in EDs across the province</li> </ul> </li> </ul> </li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the January 11, 2024 and February 8, 2024 MAC minutes, and Credentials Report, as presented. CARRIED.</u></b></p>

5.6	<p><u>AMGH President of Medical Staff:</u></p> <ul style="list-style-type: none"> <li>• 2024-03-Monthly Report-Pres MS circulated</li> <li>• A 4<sup>th</sup> Anaesthetist has been recruited to AMGH for a 2 year commitment (one week at a time), and is finishing up training in Manitoba             <ul style="list-style-type: none"> <li>○ OR at AMGH has been unable to operate for one weekend a month due to limited anaesthesia services</li> </ul> </li> <li>• Discussed impact of the P4R funding announcement on small hospital physician groups and the coming potential for hospital closures at AMGH             <ul style="list-style-type: none"> <li>○ CNE is working with the team to determine what these potential closures will look like, as AMGH offers a number of services that are not offered in the other hospitals that have been closing, i.e., OB, OR, ICU, etc.</li> </ul> </li> </ul>		
5.7	<p><u>Patient Experience Story:</u></p> <ul style="list-style-type: none"> <li>• 2024-03-Monthly Report-Patient Relations circulated</li> </ul>		
<p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the Staff Reports as presented. CARRIED.</u></b></p>			
<p><b>6 Committee Reports &amp; Previous Minutes</b></p>			
6.1	<p><u>Governance &amp; Nominating:</u></p> <ul style="list-style-type: none"> <li>• G&amp;N meeting held on February 16, 2024, documents circulated:             <ul style="list-style-type: none"> <li>○ 2024-01-19-G&amp;N Minutes</li> <li>○ 2024-02-05-Board Code of Conduct Policy</li> <li>○ 2023-12-06-Code of Conduct (OHT)</li> <li>○ 2024-02-05-Conflict of Interest Policy</li> <li>○ 2024-01-25-Executive Officers Policy</li> <li>○ 2023-12-06-Executive Leader Succession Planning (OHT)</li> <li>○ 2024-02-05-Nominating Policy</li> <li>○ 2023-12-06-Board of Directors Nomination Policy (OHT)</li> <li>○ Board Member Peer Evaluation Policy (Effective 2024-09)</li> <li>○ Board Member Peer evaluation Form (Effective 2024-09)</li> <li>○ 2024-02-05-TOR Audit Committee FD (Effective 2024-07-01)</li> <li>○ 2023-12-11-TOR Community Engagement Council FD</li> <li>○ 2024-02-05-TOR Resources Committee FD (Effective 2024-07-01)</li> </ul> </li> <li>• Governance &amp; Nominating continues to work on development of shared policies between AMGH &amp; SHH, and the HP&amp;A OHT             <ul style="list-style-type: none"> <li>○ Documents will be reviewed again in Mar 2025</li> <li>○ Peer Evaluation Policy and Form will come into effect in Sep 2024</li> <li>○ Terms of Reference will come into effect after the Annual Meeting in Jun 2024                 <ul style="list-style-type: none"> <li>▪ Discussed possible structure of the council or councils, i.e., regional including Goderich, Exeter and surrounding areas, or separate councils based on area, i.e., Goderich &amp; Area, and Exeter and Area; a regional structure is suggested</li> </ul> </li> </ul> </li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the verbal update of the Governance &amp; Nominating Committee, the January 19, 2024 G&amp;N Minutes, the Board Member Peer Policy and Form (scheduled for implementation Sep 2024); the HHS Governance Policies: Board Code of Conduct, Conflict of Interest, Executive Officers, and Nominating, with the recommendation of adoption of the OHT Governance policies: Board Code of Conduct, Conflict of Interest, Executive Officers, and Nominating, by appending these policies to the current HHS policies with a disclaimer outlining the adoption; and the TORs for Audit Committee, Community Engagement Council, and Resources Committee. CARRIED.</u></b></p> <ul style="list-style-type: none"> <li>• REMOVED: 2023-12-06-Board Effectiveness (OHT)</li> </ul> <table border="1" data-bbox="245 1850 1474 1938"> <tr> <td data-bbox="245 1850 857 1938"> <p><b><u>Action:</u></b></p> <ul style="list-style-type: none"> <li>• Post approved policies in Board Portal, and archive old policies</li> </ul> </td> <td data-bbox="862 1850 1474 1938"> <p><b><u>By whom / when:</u></b></p> <ul style="list-style-type: none"> <li>• EA; This week</li> </ul> </td> </tr> </table>	<p><b><u>Action:</u></b></p> <ul style="list-style-type: none"> <li>• Post approved policies in Board Portal, and archive old policies</li> </ul>	<p><b><u>By whom / when:</u></b></p> <ul style="list-style-type: none"> <li>• EA; This week</li> </ul>
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	<ul style="list-style-type: none"> <li>Develop Peer Evaluation survey in Survey Monkey and utilize beginning in Sep</li> </ul>	<ul style="list-style-type: none"> <li>EA; Sep</li> </ul>
<p>6.2</p>	<p><b><u>Audit &amp; Finance:</u></b></p> <ul style="list-style-type: none"> <li>A&amp;F meeting held on March 7, 2024, documents circulated:                             <ul style="list-style-type: none"> <li>2024-02-01-A&amp;F Minutes</li> <li>AMGH-Engagement Letter</li> <li>AMGH-2024 Audit Planning Memo</li> <li>SHH-Engagement Letter</li> <li>SHH-2024 Audit Planning Memo</li> <li>HHS F23 Period 10 Results; reviewed and accepted</li> </ul> </li> <li>RBC provided a presentation regarding SHH investments in March</li> <li>Audit processes for both AMGH &amp; SHH are underway; Mr. Seebach joined the March meeting for discussion</li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the verbal update of the Audit &amp; Finance Committee, the February 1, 2024 A&amp;F minutes, the HHS F23 Period 10 Results; and the Seebach &amp; Company Engagement Letters and Audit Planning Memos for AMGH &amp; SHH, as presented. CARRIED.</u></b></p>	
<p>6.3</p>	<p><b><u>Community Engagement:</u></b></p> <ul style="list-style-type: none"> <li>The last CEC meeting was held on December 21, 2023                             <ul style="list-style-type: none"> <li>The Community Engagement Committee has been disbanded and meetings scheduled for March and June have been cancelled</li> <li>The community will evolve into the Community Engagement Council and resume as needed – see 6.1 Governance &amp; Nominating for new Terms of Reference</li> </ul> </li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the verbal update of the Community Engagement Committee, as presented. CARRIED.</u></b></p>	
<p>6.4</p>	<p><b><u>Resources:</u></b></p> <ul style="list-style-type: none"> <li>Resources meeting held on March 7, 2024, document circulated:                             <ul style="list-style-type: none"> <li>2024-02-01-Resources Minutes</li> </ul> </li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the verbal update of the Resources Committee and the February 1, 2024 Resources minutes, as presented. CARRIED.</u></b></p>	
<p>6.5</p>	<p><b><u>Joint Hospital &amp; Foundation:</u></b></p> <ul style="list-style-type: none"> <li>JH&amp;F meeting held on March 6, 2024, documents circulated:                             <ul style="list-style-type: none"> <li>2023-12-06-JH&amp;F Minutes</li> <li>MOU between HHS and AMGHF and SHHF</li> </ul> </li> <li>Split the Pot Lottery is targeted to reach \$1.2M</li> <li>SHH will be supporting the building of a new South Huron Medical Centre with the Gala scheduled in Jun 2024                             <ul style="list-style-type: none"> <li>Medical Centre Plans are in development; four committees to be implemented include Steering, Physician Group, Public Relations, and Construction / Project Management</li> <li>Discussions are being held with land owners and interested investors</li> </ul> </li> <li>AMGH Long Table Dinner scheduled for Aug 2024</li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the verbal update of the Joint Hospitals &amp; Foundations Committee and the December 6, 2023 JH&amp;F minutes, as presented. CARRIED.</u></b></p> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the recommendation of the Memorandum of Understanding between the Huron Health System, the Alexandra Marine and General Hospital Foundation, and the South Huron Hospital Foundation. CARRIED.</u></b></p>	

<p>6.6</p>	<p><u>Quality Assurance:</u></p> <ul style="list-style-type: none"> <li>• QA meeting held on March 20, 2024                             <ul style="list-style-type: none"> <li>○ F2425 Quality Improvement Plan (QIP) presentation                                     <ul style="list-style-type: none"> <li>▪ Reviewed F2324 and F2425 indicators</li> <li>▪ There are no mandatory indicators this year; indicators chosen include Access and Flow, Equity, Experience and Safety</li> <li>▪ Discussed ED wait times and Pay For Performance funding (P4R); barriers, i.e., language; collection of patient feedback; education and training related to sickle cell anaemia and delirium, etc., available through skills days and eLearning modules</li> <li>▪ Monitoring, tracking and reporting - targets to be edited; regular updates will be provided to quarterly QA meetings</li> </ul> </li> </ul> </li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the recommendation of the QA Committee and approve the F2425 QIP, with edits as discussed, for sign-off and submission to HQO by April 1, 2024. CARRIED.</u></b></p> <p style="text-align: right;"><i>Sheri Sherwood left at 4:48pm</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b><u>Action:</u></b></p> <ul style="list-style-type: none"> <li>• Edit targets as discussed and submit to Board Chair for signature</li> <li>• Sign-off by VP, CEO and Board Chair</li> <li>• Submission to HQO</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p><b><u>By whom / when:</u></b></p> <ul style="list-style-type: none"> <li>• Wick / Sherwood; This week</li> <li>• Wick / Trieu / McNeil; prior to Apr 1</li> <li>• Wick / Sherwood; by Apr 1</li> </ul> </td> </tr> </table>	<p><b><u>Action:</u></b></p> <ul style="list-style-type: none"> <li>• Edit targets as discussed and submit to Board Chair for signature</li> <li>• Sign-off by VP, CEO and Board Chair</li> <li>• Submission to HQO</li> </ul>	<p><b><u>By whom / when:</u></b></p> <ul style="list-style-type: none"> <li>• Wick / Sherwood; This week</li> <li>• Wick / Trieu / McNeil; prior to Apr 1</li> <li>• Wick / Sherwood; by Apr 1</li> </ul>
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<p>6.7</p>	<p><u>Recruitment &amp; Retention:</u></p> <ul style="list-style-type: none"> <li>• R&amp;R meeting held on March 5, 2024, document circulated:                             <ul style="list-style-type: none"> <li>○ 2024-02-06-R&amp;R minutes</li> </ul> </li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To accept the verbal update of the Recruitment &amp; Retention Committee and the February 6, 2024 R&amp;R minutes, as presented. CARRIED.</u></b></p>		
<p><b>7</b></p>	<p><b>New and Other Business</b></p>		
<p>7.1</p>	<p><u>Correspondence:</u></p> <ul style="list-style-type: none"> <li>• 2024-02-28-Letter from Auxiliary, circulated</li> <li>• After several years and many discussions, the AMGH Auxiliary has decided to disband after 100+ years of service                             <ul style="list-style-type: none"> <li>○ There has been ongoing difficulty in recruiting new members; and COVID-19 and union organizations have had a serious impact on what services the Auxiliary members can provide within the hospital</li> </ul> </li> <li>• A thank you letter, on behalf of HHS, has been given to the Auxiliary                             <ul style="list-style-type: none"> <li>○ Local author, David Yates, will be writing articles about Auxiliary members</li> <li>○ A celebration will be held at the June AMGH Staff BBQ</li> <li>○ Some of the members will be joining the AMGH Foundation to continue their work, i.e., hot dog days, educational bursaries, etc.; some also fundraise for the hospital through the IODE</li> </ul> </li> <li>• It has been suggested that AMGH &amp; SHH Auxiliaries combine to create a regional or HHS Auxiliary</li> <li>• South Huron Auxiliary continues to do well, and have recently donated \$21K to SHH for a food cart and part of the new patient entertainment system                             <ul style="list-style-type: none"> <li>○ 2024 events include the Summer Rummage Sale in June and the 12 Days of Christmas Draw, etc.</li> </ul> </li> </ul>		
<p><b>8</b></p>	<p><b>In-Camera Session</b></p>		
<p>8.1</p>	<p><u>Move into In-Camera:</u></p> <ul style="list-style-type: none"> <li>• Documents circulated:                             <ul style="list-style-type: none"> <li>○ AMGH F25 Operating Plan v2 IC Presentation</li> <li>○ AMGH F25 Operating Plan v2.4 IC</li> <li>○ SHH F25 Operating Plan v2 IC Presentation</li> <li>○ SHH F25 Operating Plan v2.4 IC</li> </ul> </li> </ul> <p><b><u>MOVED AND DULY SECONDED</u></b>  <b><u>MOTION: To move into the in-camera session at 5:46pm. CARRIED.</u></b></p>		
<p>8.2</p>	<p><u>Move Out of In-Camera:</u></p>		

	<b><u>MOVED AND DULY SECONDED</u></b> <b><u>MOTION: To move out of the in-camera session at 7:27pm. CARRIED.</u></b>		
8.3	Motions Moved Out of In-Camera: <b><u>MOVED AND DULY SECONDED</u></b> <b><u>MOTION: To defer this in-camera discussion to the next Board meeting of Apr 11. CARRIED.</u></b>		
9	Round Table		
10	Board Evaluations		
11	Next Meeting & Adjournment <span style="float: right;">Regrets to <a href="mailto:alana.ross@amgh.ca">alana.ross@amgh.ca</a></span>		
	<b>Date</b>	<b>Time</b>	<b>Location</b>
	April 11, 2024	4:00pm-6:00pm	SHH Boardroom / MS Teams available
	Motion to Adjourn Meeting:  <b><u>MOVED AND DULY SECONDED</u></b> <b><u>MOTION: To adjourn the March 21, 2024 HHS Common Board meeting at 7:28pm. CARRIED.</u></b>		
<b>Signature</b>			
 			
_____		_____	
Ms. Jane Sager, Acting Chair		Mr. Jimmy Trieu, President & CEO	