



The (**OPEN**) meeting of the **Board of Governors** of the Ross Memorial Hospital was held on **Thursday, June 18, 2020**, via videoconference.

Present: Ms. V. Harris (Chair), Mr. R. Ashmore, Dr. B. Chawla, Ms. P. Clarke, Mr. J. Griepsma, Mr. L. Hope, Ms. B. Kennedy, Mr. D. Kimmerly, Mr. B. Nielson, Ms. C. Norris, Ms. A. Overhoff, Ms. W. Percival, Ms. N. Rooney, Ms. M. Saunders, Ms. K. Isfan

Regrets: Dr. A. Knox, Mr. W. Levine, Dr. J. McNabb, Ms. K. Ward

By Invitation: Ms. V. Nelson, Mr. P. Truscott

1. CALL TO ORDER

Ms. V. Harris, Chair, called the (Open) meeting to order at 1:06 pm.

1.1 **Quorum** – A quorum was confirmed.

1.2 **Approval of Agenda** – The agenda was reviewed. Thereafter, was a

MOTION: *That the agenda be approved as presented.*

Ms. C. Norris/Mr. D. Kimmerly, **CARRIED**

1.3 **Declarations of Conflict of Interest** – None declared.

1.4 **Acknowledgement of the Hospital's Vision/Mission/Values** – The Hospital's Vision, Mission and Values were acknowledged and a patient story was shared.

2. UNANIMOUS CONSENT – Items identified as part of the consent agenda were provided on a motion sheet in the unanimous consent portion of the meeting package and presented as follows:

1. **MOTION: That the minutes of the (Open) Board of Governors meeting of May 28, 2020 be approved as circulated.**

Thereafter, there was a

MOTION: *That the Board of Governors approves motion 1 on the (Open) Unanimous Consent for June 18, 2020 as presented.*

Ms. W. Percival/Mr. B. Nielson, **CARRIED**

3. BOARD BUSINESS

3.1 Clinical Information System (CIS) Project Update – A CIS project update slide deck was pre-circulated. Chief Financial Officer/Shared Chief Information Officer, Mr. P. Truscott provided a high level overview of the information contained therein. Total project costs for RMH are currently projected at \$27.5-million. The hospital has engaged with the Foundation again regarding capital funding support for the project. Other financing options are being explored with the hospital's bank and the Ontario Financing Authority (OFA).

3.2 Ontario Health Team (OHT) Planning Update – An OHT update slide deck, Statement of Partnership Commitment, Interim Ontario Health Team Agreement, and Data Sharing Agreement were pre-circulated. Vice President/Chief Operating Officer, Ms. V. Nelson provided a high level overview of the information contained therein, noting the documents submitted for consideration were adopted from the OHT Starter Toolkit and are currently in the process of being signed off by each of the Kawartha Lakes OHT (KL-OHT) lead member organizations. The KL-OHT expects to receive confirmation on whether it will be invited to submit to full application in the next few weeks.

There was a

MOTION: That the Board of Governors approves in principle the:

- i. **Statement of Partnership Commitment,**
- ii. **Interim Ontario Health Team Agreement, and**
- iii. **Data Sharing Agreement**

for the Kawartha Lakes Ontario Health Team and authorizes the Board Chair and President & CEO to sign accordingly.

Ms. M. Saunders/Ms. B. Kennedy, **CARRIED**

3.3 Hospital and Multi-Sector Service Accountability Agreement Extensions – A letter received from the Central East LHIN dated May 26, 2020 regarding LHSIA s. 20 Notice and Extension of Service Accountability Agreement(s) (“Extending Letter”) was pre-circulated. Due to the impact of the COVID-19 pandemic, the Central East LHIN issued an Extending Letter amending the term and conditions in the Accountability Agreements as follows:

1. **Term** – With respect to a SAA, in section 2.2. “June 30, 2020” is deleted and replaced by “March 31, 2021.”
2. **Schedules** – The Schedules in effect on June 29, 2020 shall remain in effect until March 31, 2021, or until such other time as may be agreed to by Parties.

There was a

MOTION: That the Board of Governors approves the amendment to the Hospital Service Accountability Agreement (HSAA) and the Multi-Sector Service Accountability Agreement (MSAA) as described in the Extending Letter from the Central East LHIN dated May 26, 2020.

Ms. W. Percival/Mr. D. Kimmerly, **CARRIED**

3.4 2019/20 Hospital and Multi-Sector Service Accountability Agreements Compliance Attestations – The Hospital Service Accountability Agreement (HSAA) and the Multi-Sector Service Accountability Agreement (MSAA) Declarations of Compliance were pre-circulated. Per both the HSAA and the MSAA, the Board of Governors is required to issue separate declarations of compliance signed by the Chair declaring that the hospital fulfilled its obligations during the applicable period within 90 days of the hospital’s fiscal year-end.

There was a

MOTION: That the Board of Governors approves the Hospital Service Accountability Agreement Declaration of Compliance for the reporting period of April 1, 2019 to March 31, 2020.

Mr. D. Kimmerly/Ms. P. Clarke, **CARRIED**

MOTION: That the Board of Governors approves the Multi-Sector Service Accountability Agreement Declaration of Compliance for the reporting period of April 1, 2019 to March 31, 2020.

Ms. P. Clarke/Mr. J. Griepsma, **CARRIED**

3.5 2019/20 Broader Public Sector Accountability Act (BPSAA) Attestation – The BPSAA Compliance Attestation was pre-circulated. Under the terms of the BPSAA, every Ontario hospital is required to annually attest to:

- The completion and accuracy of reports required on the use of consultants;
- Compliance with the prohibition on engaging lobbyist services using public funds;
- Compliance with expense claim directives issued by the Management Board of Cabinet (MBC);
- Compliance with procurement directives issued by the MBC; and
- Compliance with perquisites (“perks”) directives issued by the MBC.

The Act requires the President and CEO to sign an attestation, which must be approved by the hospital’s Board. The approved attestation must be submitted to the LHIN by June 30th and must be posted on the hospital’s public website by August 31st each year.

There was a

MOTION: That the Board of Governors approves the Broader Public Sector Accountability Act attestation for the reporting period of April 1, 2019 to March 31, 2020.

Ms. W. Percival/Ms. P. Clarke, **CARRIED**

3.6 2019/20 Year-End Performance – The 2019/20 Year-End Performance report was pre-circulated. The hospital successfully ended the fiscal year having achieved 18 of the 19 corporate goals, and 14 out of the 17 Quality Improvement Plan indicator targets.

3.7 2019/20 Board Evaluation Results – The 2019/20 Board Evaluation results were pre-circulated. In alignment with good governance and best practice, RMH participates in an annual process to evaluate the effectiveness of the Board of Governors utilizing the Ontario Hospital Association’s (OHA) Board Self-Assessment Tool. The report received from the OHA provides the RMH Board average, the participating sector average (community hospital boards), and the average of all participating boards.

RMH scored at or above both the sector and participating board average for 54 out of the 57 criteria assessed.

4. REPORTS:

4.1 Report of the Chief of Staff – Chief of Staff, Dr. B. Chawla provided a verbal update regarding the June Medical Advisory Committee (MAC) meetings.

A special MAC meeting was held to provide front-end dictation system vendor demonstrations related to the Clinical Information System project. MAC members agreed to trial both systems. The majority of the regular MAC meeting addressed items related to COVID-19; primarily the management of patients with COVID-19. The hospital is ramping up elective surgeries and hopes to resume normal volumes by August/September. Hospitalist coverage has stabilized through to November.

Following an opportunity for discussion and questions, there was a

MOTION: *That the Board of Governors receives the verbal Report of the Chief of Staff for June 2020.*

Ms. P. Clarke/Ms. B. Kennedy, **CARRIED**

4.2 Report of the President & CEO – The President & CEO Report to the Board of Governors dated June 18, 2020 was pre-circulated. President & CEO, Ms. K. Isfan provided a high level overview of items referenced in the report.

2020/21 Ministry funding exceeded the budgeted expectations for this fiscal year, with the most significant positive impact being \$1,711,000 in additional base funding provided. All small, medium and psychiatric hospitals received another 1% funding for 2020-21, which totaled \$753,000 for RMH. A structural adjustment of \$300,000 was also received. Surge and short-term transitional care model (STTCM) funding remains uncertain, as does reimbursement of lost revenues due to COVID-19.

The province has issued new guidance regarding easing restrictions on hospital visitation at this stage of the COVID-19 pandemic. The hospital will implement a staged approach to increasing visitors. Initially visitors will be allowed on the Complex Continuing Care Unit (CCP1), with visiting on other units to open gradually over time. Limitations will still be placed on the hours available to visit and the number of visitors allowed.

K. Isfan and T. Fierheller had a recent call with Nick Pasquino, legal counsel from Borden Ladner Gervais (BLG) to discuss how to best manage corporate memberships and the hospital's Annual General Meeting in light of ongoing restrictions related to COVID-19. A public advertisement will include instructions for obtaining memberships and applicable dates. The Board will be required to hold a special meeting after the membership deadline for the purpose of confirming the 2020/21 corporate membership. At this time, it is expected that the Annual General Meeting tentatively scheduled for August 27, 2020 will proceed. Options for hosting the meeting virtually are being explored.

The hospital's Special Act application remains with the Commissioners of Estates Bills who recently submitted some questions regarding the application back to the Clerk of the Legislature. Nick Pasquino of BLG will work with the Clerk to answer the questions. The Clerk recently confirmed that due to delays imposed by COVID-19, the hospital will not be required to start the Special Act application process over again if it is not passed by the Legislature by the end of the calendar year.

Following an opportunity for discussion and questions, there was a

MOTION: That the President & CEO Report to the Board of Governors dated June 18, 2020 be received.

Ms. P. Clarke/Mr. D. Kimmerly, **CARRIED**

5. **CLOSED MEETING:** The Closed meeting of the Board of Governors commenced at 2:17 pm and is recorded separately.

6. **OTHER BUSINESS:**

6.1 MEETING DATES TO REMEMBER – 2020/21 meeting schedule to be confirmed.

7. **MOTION FOR ADJOURNMENT:**

There being no further business, the OPEN meeting adjourned at 2:49 pm on a motion of Ms. P. Clarke.

Chair

Secretary

Date