



## Huron Perth Healthcare Alliance Board of Directors Meeting

Thursday, April 2, 2020

7:00 p.m.

Via Zoom Webconferencing

### MINUTES

Present: Ron Lavoie, Chair  
Jack Alblas, Gary Austin, Dick Burgess, Anne Campbell, Dr. Chuck Gatfield,  
Joani Gerber, Steve Hearn, Barry Hutton, Dr. Kevin Lefebvre, Joe Looby, Kerri  
Ann O'Rourke, Dr. Heather Percival, Kim Ross Jones, Dr. Tyler Rouse, Dr.  
Loretta Seevaratnam, Rena Spevack, Andrew Williams, John Wolfe  
Mary Cardinal  
Ken Haworth  
Sue Davey, Recorder

Regrets: Dr. Kyle Armstrong

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1. **Welcome & Call to Order**

The Chair Ron Lavoie called the meeting to order and welcomed all members to our meeting via Zoom.

2. **Approval of Agenda**

It was moved by Steve Hearn, seconded by Barry Hutton:

**THAT the Huron Perth Healthcare Alliance Board of Directors approves the meeting agenda circulated.**

**CARRIED**

3. **Declaration of Conflict of Interest**

There was no conflict of interest declared by any members.

4. **Approval of Minutes**

4.1 **HPHA Board of Directors Meeting – March 5, 2020**

It was moved by Gary Austin, seconded by Kerri Ann O'Rourke:

**THAT the Huron Perth Healthcare Alliance Board of Directors approves the minutes from the meeting held March 5, 2020.**

**CARRIED**

5. **HPHA COVID-19 Update**

An update was provided on the Huron Perth Healthcare Alliance's (HPHA) response to COVID-19 and planning activities being undertaken to prepare the organization for this

reality. The HPHA's daily Situation Reports are being shared with the Board and other stakeholders across Huron Perth to keep everyone updated and to outline key areas of focus being undertaken. Andrew Williams commended the HPHA Team for their hard work in planning and overseeing the process, along with managing the information flow locally, regionally provincially and federally, ensuring that our frontline staff and their processes and procedures are up to date. Operationally, HPHA has ramped down on non-urgent activities to include postponing elective surgeries and clinic visits, as well as movement of patients that can be accommodated outside of the hospital is being done to free up capacity to accommodate an expected surge in demand as a result of COVID-19 patients. Redeployment of staff and temporary hiring of retirees is being done to help with planning, while temporary staff are being recruitment to fill gaps if required and creative staffing models are being created as part of the surge planning. A Personal Protective Equipment protocol in place and Materials Management is tracking supplies, has developed a dashboard to transparently report supply levels and inventory reporting to the Ministry is completed daily. HPHA is the hub for supplies for healthcare providers in Huron Perth that do not have regular suppliers or are short on supplies, and we are linked into HMMS in London for Ontario Health West for supplies should they be needed. Facilities Management has worked across the sites to increase the availability of negative pressure rooms. Supports are in place for staff to include wellness, a peer support program and access to spiritual care. The Ministry has requested anticipated costs related to COVID-19 and planning and it was noted that \$500K was realized for three weeks in March. HPHA will be moving forward with the year-end audit to be completed by our auditors offsite, and data transmission will be done through a secure portal.

There was discussion and it was noted that swab supplies are stable and physician referred patients are being tested in the HPHA Emergency Departments. There are plans to ramp up to do more testing and if this is the case, HPHA will work with Public Health to reduce exposure and move testing outside of HPHA. Provincial projections were shared and it is unknown what the results of physical distancing may have on these numbers as the weeks progress.

The Board recognized the tremendous amount of work being done, and appreciates the ongoing regular communication they are receiving.

## **6. Leadership Updates**

### **6.1 Administration Reports**

#### **6.1.1 Chief Nursing Executive – Anne Campbell**

Anne provided a verbal report. With the turbulent times of COVID-19, she highlighted the ongoing support being provided to the staff to ensure they have the knowledge skill and ability to meet the demands being put onto them to ensure they can provide safe, quality care, while focussing on their own wellness. Anne reported that the Clinical Educators, in partnership with Ryan Itterman and Pam Davidson from Pharmacy submitted an article on the implementation of HPHA's Naloxone Kits to the Journal of Emergency Nursing Association of Ontario which appeared in the spring 2020 edition. She noted that the Annual Nursing Leadership Network Conference was cancelled which was a disappointment for a number of leaders across the Alliance who had abstracts accepted for presentations.

- Mary Atkinson, Kailyn Pasma, Michelle Carter and Caregiver were presenting on the Connecting the Dots project tools that were developed. Of the 85 submission to NLN, this was the top scoring abstract submitted.
- Debbie Turner and Debbie Deichert from Alzheimer Society of Perth County were presenting on the Sub Region Accreditation Model. Their submission was the second highest scoring abstract.
- Penny Cardno and Jeff Renaud from Ritz Villa were presenting on the ALC/LTC model we piloted the winter of 2018/2019.
- The Educators had their poster submission accepted as well for the National Early Warning Score implementation across the Alliance.

With 2020 being “The Year of the Nurse” and it is Florence Nightingale’s 200<sup>th</sup> birthday, Anne noted that HPHA will do our best to celebrate and recognize our nursing staff during National Nursing week in May.

### **6.1.2 President & Chief Executive Officer – Andrew Williams**

Andrew Williams reported that despite the COVID-19 reality, there are a number of patients that continue to receive care at the Huron Perth Healthcare Alliance. As planning scales down, focus will be on finalizing the HPHA 2020/2021 Commitments to our Communities to be brought forward to the Board.

Andrew noted that there will be a lot of lessons learned from COVID-19 that we will review to learn from and maximize for future change. There has been a lot of system planning undertaken and it is evident that we have a lot of good relationships in place that have helped us better deal with the pandemic.

Joe Verberne and Michele Pardo retired on March 31<sup>st</sup> and it is unfortunate that we could not celebrate with them to send them off. They will be missed.

In closing, Andrew shared that in his 35-year career, he has never been more proud of how the team has stepped up to respond to the COVID-19 reality, and how communities are supporting the healthcare team to help us get through this.

Volunteers play an important role in the organization and are missed tremendously. Cheryl Hunt will reach out to them to share this message with them.

### **6.1.3 Alliance Chief of Staff – Dr. Kevin Lefebvre**

Dr. Lefebvre reported that Dr. Tom Haffner has implemented and is leading weekly teleconferences with physicians across Huron Perth to discuss common issues, care coordination and strategies to support each other.

Dr. Lefebvre was commended for his leadership and support of the professional staff during this challenging time. He is the voice of reason at the table and we are fortunate to have him in this position.

**7. Governance****7.1 Board Committee Reports****7.1.1 Medical Advisory Committee**

The Committee met on March 26<sup>th</sup> and the pre-circulated report was presented for informational purposes. It was noted that the Health Records Policy on chart completion has been relaxed at the moment although being encouraged. There was one temporary suspension of privileges implemented that lasted an hour.

**7.1.2 Huron Perth & Area Ontario Health Team**

Andrew Williams provided an update on activities of the Huron Perth & Area Ontario Health Team (HPA-OHT). Provincial work has been suspended and review of any new applications has been deferred.

The HPA-OHT has implemented weekly teleconferences to provide an opportunity for sector updates on COVID-19 which have been beneficial in addressing common issues and identifying ways in which we can work together to support each other. A media release was issued today to reach out to organizations that may be able to offer accommodation for healthcare workers who want to isolate from their families. This will be collated and a process developed to be shared with providers across the Huron Perth. Human Resources challenges are common across all organizations and the Huron Perth Healthcare Alliance will offer an opportunity to meet with organizations to provide support and guidance.

**8. Recess**

The Board deferred a recess.

**9. In-Camera Session****9.1 Motion to Move to In-Camera Session**

It was moved by Dick Burgess, seconded by Steve Hearn:

**THAT the Huron Perth Healthcare Alliance move in-camera at 8:05 p.m.**

**CARRIED**

**9.2 Motion to Move out of In-Camera session**

It was moved by Steve Hearn, seconded by John Wolfe:

**THAT the Huron Perth Healthcare Alliance move out of the in-camera session at 8:27 p.m.**

**CARRIED**

**9.3 Report from In-Camera Session**

During the In-Camera Session, the Board received an update regarding the Clinton Emergency Department, the COVID-19 Emergency Professional Staff Human Resources Plan and a report from the Medical Advisory Committee.

**10. Directors Comments/Roundtable**

Thanks was extended from the Board to all staff and physicians for their hard work with COVID-19 planning.

**11. Next Meeting**

The next meeting of the Huron Perth Healthcare Alliance Board of Directors will be held on Thursday, June 4, 2020.

**12. Adjournment**

The meeting was adjourned by the Chair at 8:30 p.m.