



Directors Present

B. Payne, Chair, K. Blanchette, Vice Chair, M. Horrobin, Past Chair, J. Clark, A. Daher, C. Gallant, D. Wellington, C. DeBiasio, S. Segave, H. Ambreen, P. Soulliere, E. Kelly

Directors Absent

D. Allen, L. Lombardo

Ex-Officio Present

J. Kaffer, Chief Executive Officer, Dr. A. Steen, Chief of Staff, L. O'Rourke, Patient Family Advisory Rep. Dr. P. Montaleone, Professional Staff Association

Ex-Officio Absent

M. Campigotto, Chief Nursing Officer, F. Bagatto, CHI Director

Administration Present

D. Dutot (Recorder), B. Marra, M. Campagna, A. Babensee, J. Karb, S. Grbevski

1.0 CALL TO ORDER

The Board Chair called the meeting to order at 4:34 pm

1.1 Opening Prayer/Reflection

1.2 Confirmation of Quorum

Confirmed

1.3 Conflict of Interest/Duty

No conflicts declared

2.0 REVIEW OF CONSENT AND FULL AGENDA

The Chair asked if anyone wished to remove anything from the Consent agenda to the full agenda for discussion; the consent agenda remained as distributed.

2.1 Approval of Full Agenda

It was moved by K. Blanchette and seconded by M. Horrobin THAT the full agenda for the March 25, 2020 Open Board meeting be approved as written. CARRIED

2.2 Approval of Consent Agenda

It was moved by P. Soulliere and seconded by C. Gallant THAT the Consent Agenda for the March 25, 2020 Board meeting, consisting of the proposed recommendations and reports be approved as distributed. CARRIED

2.2.1 Minutes of the Previous Meeting

THAT the Board of Directors approve the minutes of the January 29, 2020 Open Board Meeting and the March 11, 2020 Special meeting, as distributed

2.2.2 Governance Committee Recommendations

2.2.2.1 THAT the Board of Directors appoint Ken Blanchette as Vice Chair to the HDGH Board of Directors for a 1-year term, as recommended by the Governance Committee

2.2.2.2 THAT the Board of Directors appoint Dr. Pat Montaleone, President Professional Staff Association, to the Board of Directors for a 1-year term, as recommended by the Governance Committee

2.2.3 Finance and Audit Committee Recommendations

2.2.3.1 THAT the Board of Directors approve the January 30, 2020, Year-to-date Financial Statements as recommended by the Finance and Audit Committee

2.2.3.2 That the Board of Directors approve the contribution of \$100k for FY 20/21 to WE Spark Health Institute and an annual progress update to the Board of Directors by the Health Institute, as recommended by the Finance and Audit Committee

2.2.4 Quality Committee Recommendations

2.2.4.1 THAT the 2020/2021 Quality Improvement Plan as presented by approved as recommended by the Quality Committee

3.0 BUSINESS ARISING - none

4.0 ITEMS REQUIRING DECISION

4.1 Finance

(i) 2020/2021 Capital Budget

The budget materials provided to the Board of Directors in advance of the meeting, were briefly reviewed. The most significant project of 2020/21 is the Evolve project, a total of \$5,727,000 for the E-volve project is recommended to be funded from reserves for this budget year. The recommended budget of \$18.1M capital budget allocation and funding sources were discussed:

- ESCO Project 4,335,000
- HIS system 4,395,000
- Device Strategy Evolve 1,182,000
- Medication Room Renovations Evolve 150,000
- Problem Gambling Relocation- Ministry share 1,749,000
- Problem Gambling Relocation- HDGH Share 100,100
- Long Term Care Land Acquisition 2,000,000
- Outpatient Rehab Renovation 2,500,000
- Beds and Other Patient items 225,700
- CCTV Security Camera System 168,000
- All HIRF related projects 375,000
- T2B Greenhouse 300,000
- All other IT items excluding HIS 140,000

- All other Facilities 295,400
- All other patient 347,400

It was moved by P. Soulliere and seconded by E. Kelly THAT the 2020/2021 Capital Budget be approved as recommended by the Finance and Audit Committee. CARRIED

(ii) 5-Year Capital Plan

As part of the budget planning, the Finance and Audit Committee requested that some long range forecasting be prepared. Administration developed the plan, in accordance with all operational policies and procedures for approval by the Hôtel-Dieu Grace Healthcare Board of Directors. This is a projected budget, as such projects may be added or deleted in the future and dollar estimates may change. While the Board will approve the long range plan, it is understood that the plan is a projection based on best estimates. As such, the projects and/or cost of projects is subject to change. As a result, Management is only authorized to proceed with the current year capital budget.

The base annual capital requirements range from \$1.6 M to \$2.0M and cover the anticipated capital replacement costs and facility renewal expenditures. The current estimates for the total capital purchases from 2021 to 2026 is \$31.5M. The most significant project included below is the transfer of 60 Acute Mental Health beds from Windsor Regional Hospital as part of the single site acute care hospital project. The various funding sources for these projects were reviewed;

- Depreciation
- HDGH Foundation
- Single Site Acute City and County Levy
- Reserves

It was moved by P. Soulliere and seconded by E. Kelly THAT the 5 Year Capital Plan be approved as recommended by the Finance and Audit Committee. CARRIED.

(iii) 2020/2021 Operating Budget

The 2020/21 operating budget was developed during a time of very significant change within the healthcare system. As such, there is considerable uncertainty and best estimates were used to develop the budget. The 2020/21 Operating Budget was developed with opportunities for input from front line staff and physicians and with engagement with our Fiscal Advisory Council and has been vetted through our Senior Management Council. Management teams reviewed capital and operating priorities such as patient enabler equipment with the front line staff to gather their feedback.

The Operating Budget includes components for Hospital Operations, the Regional Children's Centre (RCC), Lead Agency, and Other Votes (Community) Programs. It includes revenues of \$116M, expenses of \$121M, and a deficit of \$5.1M from hospital operations. The budget includes a one-time cost of \$2.8M to implement the new Health Information System (HIS). Similar to prior years, there has been uncertainty regarding the available funding for the next fiscal year. In fiscal 2020/21, the Ministry has not communicated any funding announcements with regards to our base global funding or our HSFR funding for the coming year. For the purposes of this budget submission, all funding assumptions for funding have remained status quo to the funding letter received for the 2019/20 year.

Total included in the operating budget is \$2.8M of one-time expense and \$2.1M of ongoing operating expense. This is based on the best information available at this time.

P. Soulliere commended the Finance Team on the work that was completed to formalize the 2020/2021 budget planning and materials. The content and details provided to the Board is outstanding.

It was moved by P. Soulliere and seconded by C. Gallant THAT the 2020/2021 Operating Budget be approved as recommended by the Finance and Audit Committee. CARRIED

5.0 ITEMS FOR INFORMATION ONLY

5.1 Committee Reports

The reports included in the meeting package were provided for information only.

- (i) Medical Advisory Committee; February 5 & March 4, 2020
- (ii) Workplace Excellence Committee; February 4, 2020
- (iii) Quality Committee; February 20 & March 12, 2020
- (iv) Finance and Audit Committee; March 11, 2020
 - Investments are down due to the pandemic, memo sent by JFL and recommendation is to stay as is; should anything change they will reach out.

6.0 MOTION TO MOVE IN-CAMERA

It was moved by P. Soulliere and seconded by H. Ambreen THAT the March 25, 2020 meeting move in-camera. CARRIED

7.0 DATE OF NEXT MEETING – MAY 29, 2020 AT 4:30 PM, HDGH

8.0 ADJOURNMENT/TERMINATION FOLLOWING THE IN-CAMERA MEETING

An in camera motion having been passed to move the meeting out of camera, the Chair terminated the meeting at 5:44 pm

Janice Kaffer, CEO

Brian Payne, Board Chair