

**BOARD APPROVED MINUTES
BOARD OF DIRECTORS MEETING**

Wednesday, April 26, 2017

9:45 am to 3:15 pm

Scarborough Room, Central East LHIN, Ajax

Directors Present:

Mr. Louis O'Brien (Chair)
Ms. Marg Risk (Vice Chair)
Ms. Aileen Ashman (Member)
Mr. David Barlow (Member)
Ms. Debbie Doherty (Member)
Ms. Bonnie St. George (Member)
Mr. S. Gopikrishna (Member)
Ms. Joanne Hough (Member)
Mr. Michael Nettleton (Member)
Mr. Glenn Rogers (Member)
Ms. Amorell Saunders N'Daw (Member)

Staff Present:

Ms. Deborah Hammons (Chief Executive Officer)
Mr. Stewart Sutley (Senior Director, System Finance and Performance Management)
Ms. Katie Cronin-Wood (Director, Communications and Community Engagement)
Ms. Antoinette Larizza (Interim Senior Director, System Design and Integration)
Mr. Irem Ali (Senior Analyst, System Finance and Performance Management)
Ms. Sue Wojdylo (Senior Consultant, System Finance and Performance Management)
Ms. Tunde Igli (Senior Consultant, System Finance and Performance Management)
Ms. Sheila Rogoski (Executive Coordinator)
Ms. Jennifer Persaud (Governance Coordinator)
Ms. Vinitha Navarathinam (Corporate Governance Administrative Assistant, Minutes Recorder)

Mr. Louis O'Brien, Chair of the Central East Local Health Integration Network (the "Central East LHIN") Board of Directors, chaired the meeting.

1.1 MEETING CALLED TO ORDER

Mr. O'Brien called the meeting to order at 9:45 am and welcomed the members of the public to the Central East LHIN open Board meeting.

Constitution of Meeting and Quorum

Notice of the meeting having been properly given to the public and to each Board member, and a quorum of Board members being present at the meeting, Mr. O'Brien declared the meeting duly constituted for the transaction of business.

2.1 CONSENT AGENDA

Prior to introducing the motion, Mr. O'Brien asked if there were any items on the consent agenda requiring further discussion.

MOTION: By Mr. Gopikrishna
Be it resolved that the consent agenda of the April 26, 2017 meeting of the Central East LHIN Board of Directors be approved.

- Included are the following items for approval:
 - Board meeting agenda: April 26, 2017
 - Board meeting minutes: March 22, 2017
 - CEO Report to the Board
 - Chair's Report to the Board

SECONDED: Ms. Risk

MOTION CARRIED

2.2 DECLARATION OF CONFLICTS OF INTEREST

Mr. O'Brien requested that those in attendance declare any conflicts of interest. There were no conflicts raised by members in attendance.

4.1 ONTARIO SHORES CENTRE FOR MENTAL HEALTH SCIENCES – MASTER PLANNING

Mr. Karim Mamdani, President and Chief Executive Officer of Ontario Shores Centre for Mental Health Sciences was welcomed to present the Master Planning project of Ontario Shores Centre for Mental Health Sciences. Mr. Mamdani acknowledged his colleagues, Mr. John Chen, Vice President, Finance and Support Service, CFO, Dr. Philip Klassen, Vice President Medical Services, Mr. Lin Kepron, from Urban Strategies, Resource Planning Group and Mr. Gavin Wardle, Urban Strategies, Preyra Solutions Group, for their attendance at the meeting.

An overview of the project objectives, governance structure and key milestones were presented. Mr. Mamdani walked members of the Board through the current and future clinical service provision at Ontario Shores:

- Integrated Community Access Program (ICAP)
- Assessment and Reintegration Program (ARP)
- Eating Disorders Residential Program (EDU)
- Geriatric Program
- Adolescent Inpatient Unit (ADOL)
- Dual Diagnosis Service (DDS)
- Forensic Program
- Neuropsychiatry Service (NPS)

It was noted that Ontario Shores aims not only to assist individuals with the most severe challenges, but also work together with their health system partners to create a coordinated mental health and addiction system. The hospital wishes to create solutions so those living with mental illness ensuring that they have access to the life-saving treatment and supports needed to lead meaningful lives.

Ms. Hammons along with members of the Central East LHIN Board thanked Mr. Mamdani and congratulated the organization for their efforts in preparing the master plan and their commitment to improving services for residents in their geography.

5.1 BUSINESS ARISING FROM LAST MEETING OF MARCH 22, 2017

Mr. O'Brien asked for any business arising from the last Board meeting on March 22, 2017.

There were no items of business arising raised by members of the Board.

5.2 UPDATE ON CENTRAL EAST LHIN STRATEGIC AIMS – PALLIATIVE CARE

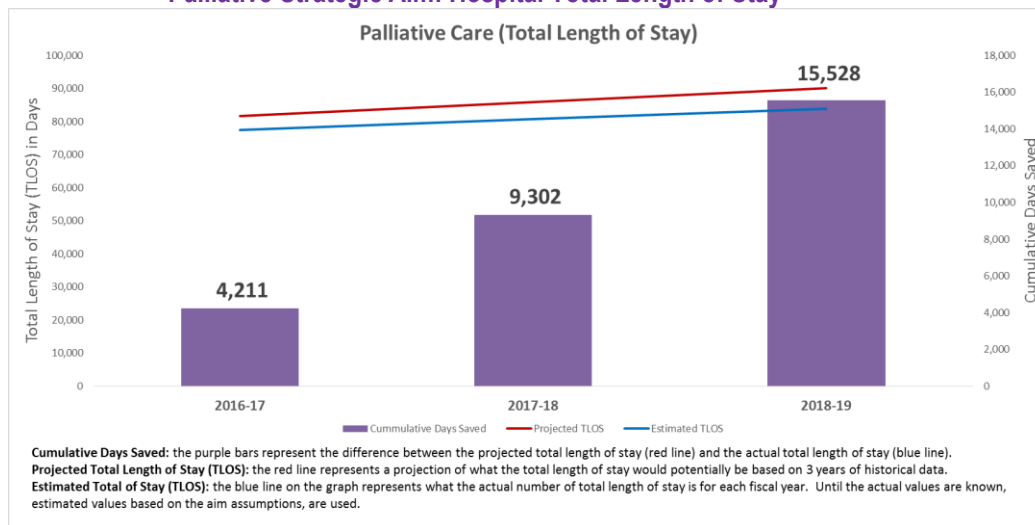
Palliative Care Aim




Continue to support palliative patients to die at home by choice and spend 15,000 fewer days in hospital by increasing the number of people discharged home with support by 17% by 2019.

Ms. Jenny Greensmith, Central East Hospice Palliative Care Network (CEHPCN) Coordinator, introduced Dr. Ed Osborne, Central East LHIN Palliative Care Physician Lead.

Ms. Marilee Suter, Lead, Decision Support, reported on the measurement and progress of the palliative strategic aim and supporting indicators:

Palliative Strategic Aim: Hospital Total Length of Stay



Indicators	Baseline	CE LHIN Target	Current Performance ¹	Current Status	Direction
Average Hospital Length of Stay for Palliative Patients, in Days (decrease)	14.8	13.3	15.6		
Percentage ALC days for Palliative Patients (decrease)	16.0%	14.4%	22.6%		
Percentage of Palliative InPatients who Died in Hospital (decrease)	65.7%	59.1%	58.5%		
Notes:					
1 Most recent available data: 16/17 Q2					

Mr. Osborne provided an overview of the physician outreach that is underway on behalf of the Palliative Care Community Teams. Ms. Greensmith walked members of the Board through the Central East Residential Hospice Strategy and reported on the current status of hospices in the Central East LHIN:

- Hospice Peterborough: Construction phase; operational spring 2018
- Yee Hong Centre for Geriatric Care: Repurpose under-utilized administration space within Yee Hong; operational March 2019
- VON/Durham Hospice: Working with Oak Ridges (Port Perry), Clarington Residential Hospice Committee and Lakeridge Health to develop model and strategy for residential hospice implementation in Durham

Members of the Board commended staff on the progress made on the Palliative Care Strategic Aim.

5.3 CAMPBELLFORD MEMORIAL HOSPITAL AND PETERBOROUGH REGIONAL HEALTH CENTRE – VOLUNTARY INTEGRATION – LABORATORY SERVICES

Mr. Irem Ali, Senior Analyst, System Finance and Performance Management, provided a report on the voluntary integration of pathology, histology and cytology services between Campbellford Memorial Hospital (CMH) and Peterborough Regional Health Centre (PRHC).

MOTION: Ms. Hough
 Be it resolved that the Central East Local Health Integration Network Board of Directors, in recognition of the many benefits to the ongoing provision of safe, high quality and sustainable patient care, not issue a decision to stop the voluntary integration of pathology, histology, and cytology services between Campbellford Memorial Hospital and the Peterborough Regional Health Centre.

SECONDED: Ms. Ashman

MOTION CARRIED

5.4 CAPITAL

Ms. Sue Wojdylo, Senior Consultant, System Finance and Performance Management, walked members of the Board through the capital requests and tabled the following motions for the Board's approval.

MOTION: Mr. Barlow
Be it resolved that the Central East Local Health Integration Network Board of Directors direct the Chief Executive Officer (CEO) to communicate to the Ministry of Health and Long-Term Care (MOHLTC) the Central East LHIN's support of Peterborough Regional Health Centre's own funds request to purchase and install a new Magnetic Resonance Imaging machine.

SECONDED: Ms. Risk

MOTION CARRIED

MOTION: Ms. Hough
Be it resolved that the Central East Local Health Integration Network Board of Directors direct the Chief Executive Officer (CEO) to communicate to the Ministry of Health and Long-Term Care (MOHLTC) the Central East LHIN's support of the Durham Regional Cancer Centre's own-funds capital request to designate and operate a Linear Accelerator with cone beam computed tomography functionality in the Durham Regional Cancer Centre Radiation Department located at Lakeridge Health's Oshawa site, under the Healing Arts Radiation and Protection Act, 1990 (HARPA).

SECONDED: Ms. Ashman

MOTION CARRIED

MOTION: Mr. Gopikrishna
Be it resolved that the Central East Local Health Integration Network Board of Directors direct the Chief Executive Officer (CEO) to communicate to the Ministry of Health and Long-Term Care (MOHLTC) the Central East LHIN's support of the Northumberland Hills Hospital's own-funds capital request to purchase, designate and operate a replacement Digital Mammography unit with tomosynthesis capabilities for the Diagnostic Imaging Department under the Healing Arts Radiation and Protection Act, 1990 (HARPA).

SECONDED: Ms. St. George

MOTION CARRIED

MOTION: Mr. Gopikrishna
Be it resolved that the Central East Local Health Integration Network Board of Directors direct the Chief Executive Officer (CEO) to communicate to the Ministry of Health and Long-Term Care (MOHLTC) the Central East LHIN's support of the Scarborough and Rouge Hospital's own-funds capital request to designate and operate a Digital Mammography unit with tomosynthesis capabilities for the Diagnostic Imaging Department under the Healing Arts Radiation and Protection Act, 1990 (HARPA).

SECONDED: Ms. St. George

MOTION CARRIED

Ms. Tunde Igli, Senior Consultant, System Finance and Performance Management, joined by Mr. Mark Graham, Chief Executive Officer, Canadian Mental Health Association – Haliburton, Kawartha, Pine Ridge (CMHA HKPR) and Mr. Bill Lett from Lett Architects presented an overview of the Community Health Capital Program (CHCP) Policy and the Community Health HUB Model of Care capital project proposed by CMHA HKPR for the Board's endorsement.

MOTION:

Mr. Rogers

Be it resolved that the Central East Local Health Integration Network Board of Directors endorse the Community Health HUB Model of Care capital project proposed by the Haliburton, Kawartha, Pine Ridge Branch of the Canadian Mental Health Association.

Further, be it resolved that the Central East Local Health Integration Network Board of Directors delegate authority to the Central East Local Health Integration Network Chief Executive Officer to forward the Application Form to the Ministry of Health and Long-Term Care for review with a letter of endorsement.

SECONDED:

Ms. Hough

MOTION CARRIED

6.1 REPORT OF THE AUDIT AND FINANCE COMMITTEE

Ms. Joanne Hough, Chair of the Audit and Finance Committee, provided a report on the business tabled at the April 12, 2017 meeting of the Audit and Finance Committee. The Committee reviewed the Board budget, Expenses and Per Diem claims from Q4. A review of the Hospital Service Accountability Agreement (HSAA) and Multi-Sector Service Accountability Agreement (MSAA) performance dashboard were completed. Ms. Hough noted that the number of Operational policies were reviewed and approved by the Committee and presented to the Board for approval in preparation for Transition Day.

The quarterly Declaration of Compliance report was tabled for review and approval by the Board for submission to the Ministry of Health and Long-Term Care (MOHLTC), with two exceptions relating to the insurance policy of all 14 LHINs and the LHIN-Managed Quality-Based Procedures Volume Management.

Ms. Hammons noted that staff will follow up with LHIN Legal on the Treasury Board approval limits for transactions exceeding \$1M and will report back to the Board at a future meeting.

MOTION:

Ms. Hough

Be it resolved that the Central East Local Health Integration Network Board of Directors authorize the Chair, by resolution dated that 26th day of April 2017, to declare to the Minister of Health and Long-Term Care that to the best of the Board's knowledge and belief, upon due enquiry of the Chief Executive Officer and other appropriate LHIN officers and personnel, the Central East LHIN:

1. fulfilled its obligations under the Memorandum of Understanding dated April 1, 2007, the Ministry LHIN Performance Agreement and applicable law; and
2. without limiting the generality of the foregoing, complied with the provisions of the government directives applicable to it, including the Transfer Payment Accountability

Directive, Procurement Directives and the Travel, Meal & Hospitality Expenses Directive.

during the Applicable Period on January 1 through to March 31, 2017, with the noted exceptions to LHINs Insurance and the LHIN-Managed Quality-Based Procedures Volume Management.

SECONDED: Mr. Barlow

MOTION CARRIED

MOTION: Ms. Hough
Be it resolved that the Central East Local Health Integration Network Board of Directors approve the policies recommended by the Audit and Finance Committee for inclusion in the Governance Policy Manual.

SECONDED: Ms. St. George

MOTION CARRIED

MOTION: Ms. Ashman
Be it resolved that the Central East Local Health Integration Network Board of Directors approve Central East LHIN staff to engage RBC to establish a banking arrangement for the renewed organization.

And further be it resolved that the Central East LHIN Board delegate authority to the Chair of the Board and Chief Executive Officer, to sign required banking forms on behalf of the Central East LHIN, as required.

SECONDED: Ms. Doherty

MOTION CARRIED

MOTION: Ms. Ashman
Be it resolved that the Central East Local Health Integration Network Board of Directors approve that staff engage BDO as the auditor for the Central East CCAC stub period.

SECONDED: Mr. Nettleton

MOTION CARRIED

MOTION: Mr. Gopikrishna
Be it resolved that the Central East Local Health Integration Network Board of Directors receive the Chair's report of the Audit and Finance Committee meeting from April 12, 2017.

SECONDED: Ms. Ashman

MOTION CARRIED

6.2 REPORT OF THE COMMUNITY NOMINATIONS SELECTION COMMITTEE

Ms. Margaret Risk, Chair of the Community Nominations Selection Committee provided a report on the business tabled at the April 5th, 7th and 19th, 2017 meetings of the Community Nominations Selection Committee and noted that the Committee received an update on the Board Recruitment Process and conducted interviews.

MOTION: Ms. Risk
Be it resolved that the Central East Local Health Integration Network Board of Directors receive the Chair's report of the Community Nominations Selection Committee meetings of April 5th, 7th and 19th.

SECONDED: Mr. Rogers

MOTION CARRIED

6.3 LHIN RENEWAL UPDATE

Ms. Hammons informed the Board that the Central East LHIN and Central East CCAC received its Transfer and Dissolution Orders to take effect on Wednesday June 21, 2017, which will transfer all employees, assets, liabilities, rights and obligations of the CCAC to the LHIN. Ms. Hammons provided an update on the Readiness Assessment and noted that the incomplete activities reflect the Ministry's lead on necessary work on behalf of all LHINs and CCACs to create a new general ledger, charter of accounts; pending space allocations and email system integration.

Members of the Board commended both LHIN and CCAC staff for their efforts and progress made to date in preparation for Transition Day.

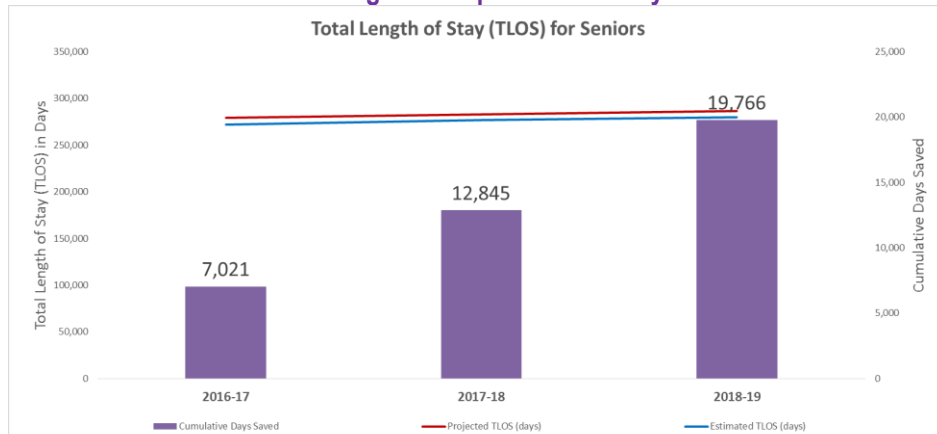
6.4 UPDATE ON CENTRAL EAST LHIN STRATEGIC AIMS – SENIORS

Seniors Aim

Continue to support frail older adults to live healthier at home by spending 20,000 fewer days in hospital and reducing Alternate Level of Care days for people age 75+ by 20% by 2019.

Ms. Suter reported on the seniors aim calculation and reviewed the assumption and parameters being incorporated into the figures for projected savings:

Seniors Strategic Aim Update: Total Days Saved



Cumulative Days Saved: the purple bars represent the difference between the projected total length of stay (red line) and the actual total length of stay (blue line)
Projected Total Length of Stay (TLOS): the red line represents a projection of what the total length of stay would potentially be based on 3 years of historical data.
Estimated Total of Stay (TLOS): the blue line on the graph represents what the actual number of total length of stay is for each fiscal year. Until the actual values are known, estimated values based on the aim assumptions, are used.

Indicators	Time Period for Current Performance	Baseline	CE LHIN Target*	Current Performance	Current Status	Direction
CCAC – 90th Percentile Wait Time for Home Care Services From Discharge to First Service (in Days for Hospital Clients) (decrease)	16/17 Q2	10.8	6.5	9.0	●	
Clients With MAPLe Scores High And Very High Living In The Community Supported by CCAC (increase)	16/17 Q2	8533	6000	11,751	●	
Falls-Related ED Visits in older adults aged 75+, Rate per 1,000 (decrease)	16/17 Q2	17.7	15.9	20.9	●	
Low-Acuity Emergency Visits for LTCH residents, Rate per 1,000 (decrease)	15/16 Q4	32.3	29.07	22.4	●	
Individuals on LTC Wait List, Rate per 1,000 (decrease)	15/16 Q4	34.9	31.4	42.7	●	

*Targets that are shown in **bold text** are formal targets. Other targets are calculated as 10% greater or less than the baseline (depending on the desired direction of the indicator)

Ms. Antoinette Larizza, Director, System Design and Integration, introduced Dr. K. Jennifer Ingram, Seniors Physician Lead who highlighted key activities planned for FY 2017/18. These included the recruitment and retention of specialized geriatricians in the Central East LHIN, supporting memory clinics and the development of skills among primary care to appropriately manage seniors’ needs and identifying opportunities for enhanced collaboration with geriatric psychiatry and geriatric medicine.

Ms. Larizza walked members of the Board through the following programs and services in place to support seniors to live healthier at home across all sub-regions:

- Adult Day Program (ADP);
- Assisted Living Service for High-Risk Seniors (ALS-HRS);
- Community Physiotherapy Clinics;
- Exercise and Falls Prevention Classes; and
- Attending Nurse Practitioner in the Long-Term Care Home.

Ms. Kelly Kay, Executive Director, Seniors Care Network, highlighted the five programs offered by the specialized geriatric services in the Central East LHIN:

- Behavioral Supports Ontario (BSO);
- Geriatric Assessment and Intervention Network (GAIN);
- Geriatric Emergency Management (GEM) Nurses;
- Nurse Practitioners Supporting Teams Averting Transfer (NPSTAT);
- Senior Friendly Care (SFC); and
- Primary Care Collaborative Memory Services (PCCMS).

Members of the Board welcomed Vic Pratt, an Oshawa resident, who shared his personal experience with the adult day program offered at the Oshawa Seniors Care Centre. Mr. O'Brien thanked Mr. Pratt for joining the Central East LHIN Board and sharing his story.

6.5 CEO REPORT – Q & A

Ms. Hammons presented the CEO report for review and questions.

MOTION: By Ms. Saunders N'Daw
Be it resolved that the Central East LHIN Board of Directors receive the April 26, 2017 report of the Central East LHIN CEO for information.

SECONDED: Ms. Hough

MOTION CARRIED

7.0 MOVED INTO CLOSED SESSION

MOTION: By Ms. Risk
Be it resolved that the Board of Directors move into closed session, pursuant to Section 9, subsection 5 of the Local Health System Integration Act (LHSIA) to:

- √ consider a matter that concerns personal or public interest
- √ consider a matter that would prejudice legal proceedings; and
- √ consider a personnel matter.

And that the following Central East LHIN staff, Deborah Hammons, Stewart Sutley, Antoinette Larizza, Katie Cronin-Wood, Sheila Rogoski, Jennifer Persaud and Vinitha Navarathinam join the Board in the closed session.

SECONDED: Ms. Ashman

MOTION CARRIED

12.1 REPORT ON CLOSED SESSION

Upon reconvening to the open session, Mr. O'Brien reported that during the in-camera session the Board discussed details pertaining to personnel, consider a matter concerning personal or public interest and matters that could prejudice legal proceedings.

MOTION: By Ms. Hough
Be it resolved that the Chair's report of the April 26, 2017 closed session be received and approved, and further that there will be follow up on the actions discussed.

SECONDED: Ms. Risk

MOTION CARRIED

Members of the Board expressed their gratitude to Ms. Margaret Risk and Ms. Joanne Hough for their six years of service and contribution during their term on the Central East LHIN Board and wished them both the best in their future endeavours.

12.2 MOTION OF TERMINATION

MOTION: By Ms. Hough
Be it resolved that the April 26, 2017 Central East LHIN Board meeting be adjourned.

SECONDED: Ms. Risk

MOTION CARRIED

The meeting was terminated at 4:40 PM

ORIGINAL SIGNED BY

Louis O'Brien
Chair, Central East LHIN

ORIGINAL SIGNED BY

Deborah Hammons
Chief Executive Officer, Board Secretary