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Approved Board Minutes

November 25, 2015 – 1:00 p.m.

Champlain LHIN Boardroom – suite 500, 1900 City Park Drive, Ottawa

Board Members in Attendance: Jean-Pierre Boisclair (Board Chair), Alexa Brewer, Elaine Ashfield, Randy Reid, Marie Biron, David Somppi (at 1:30 p.m.), Pierre Tessier (at 2:00 p.m.), Guy Freedman (at 4:00 p.m.)

Staff Members in Attendance: Chantale LeClerc (CEO), Eric Partington, Cal Martell, Elaine Medline,

Guests:

Dr. Bernard Leduc, President and CEO, Hôpital Montfort

Renee Ladouceur-Beauchamp, Executive Director at Eastern Ottawa Resource Centre

Cynthia Morton, CEO, eHealth Ontario

Emmanuel Casalina, Senior Director, Physician eHealth Program, eHealth Ontario

Kelly-May Smith, Nurse and Program Manager, eHealth Ontario

Agenda Item	Summary of Discussion and Results
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1 Call to Order and Special Opening

The meeting is called to order at 1:05 p.m.

The Board Chair welcomes everyone. Observers are reminded about the rules of engagement of our public board meeting and the scheduled break providing members of the public a chance to engage with Board Directors and senior managers, as well as with each other. Also, for media, it is noted that the spokesperson for the Champlain LHIN is Chantale LeClerc and she will be available during the break. Participants are asked to introduce themselves. .

2 **Conflict of Interest Declarations**

D. Somppi declares a potential conflict of interest regarding Pricewaterhouse Coopers upon his arrival at 1:30 p.m.

3 **Chair's Introductory Remarks and Report**

Jean-Pierre Boisclair provides a report of his activities for the period of October 28 to present. A few highlights are noted:

- Completion of the first quarter's report on Champlain LHIN's performance on its new accountability agreement indicators and targets. The report is available to the public at (<http://www.champlainlhin.on.ca/>).
- Community engagement activities related to the Integrated Health Services Plan (IHSP) 2016-2019 continued. The draft IHSP has now been submitted to the Ministry for review and feedback.
- A Board education session on patient centered health system took place on November 19. It was well attended by health service providers. The session was very informative and well received by all.

4 **CEO's Report**

Chantale LeClerc highlights a few points from her monthly report and answers questions. The following point are noted:

- Preparing for the arrival of Syrian refugees: Although the number of refugees remains unclear and settlement locations are yet to be confirmed, work is in progress in Champlain. The LHIN's role is to ensure we have capacity to deliver health services to refugees once they have arrived in our area. The Board will be kept abreast of further developments.
- Preparing for the flu season: Work is in progress to prepare for the increase demand on health services that typically is seen in the winter months.
- Breakfast Speakers Series related to the future of health and wellness in partnership with Algonquin College: Two sessions have taken place to date. The next breakfast is planned for January. Board members will be reminded when the date is available and are encouraged to attend.
- Hospice Services in East end of Ottawa: Following a questions from the Board, clarification is provided that hospice services planning for that area is progressing well. The first part to be developed will be around ambulatory services (delivered at the centre and/or through outreach in patients' home). The site of the centre has not been determined yet.

MOTION:

That the Board of Directors approves the CEO Report for the period of October 10 to November 13, 2015 as distributed.

MOVED: Randy Reid / SECONDED: Elaine Ashfield

All in favour

Carried

5 Consent Agenda Items

It is noted that the item *Receipt of Internal Audit/Financial Controls Report* will be tabled during the report of the Finance and Audit Committee.

There being no question or concern previously expressed by the Board regarding items listed under the consent agenda, the motion is tabled:

MOTION:

That the Champlain LHIN Board of Directors approves items under the consent agenda as amended:

6.1 Minutes of October 28, 2015

6.2 From the Finance & Audit Committee -- Approval of the quarterly reports (2015-16 Q1):

- **Cash Advance**
- **Capital Planning**
- **Health Service Provider Allocation**

MOVED: Elaine Ashfield / SECONDED: Alexa Brewer

All in favour

Carried

Attendance Update/Arrival: David Somppi

7 Performance Accountability

7.1 First Quarter Report 2015-2016

Jean-Pierre Boisclair introduces the new quarterly report developed over the last few months in collaboration with the Board. This new report has changed significantly from our previous performance report to reflect changes in the LHIN's performance targets. The new targets are based on the Ministry LHIN Accountability Agreement 2015-2018. The first quarterly report is available on our website (<http://www.champlainhin.on.ca/>). The new targets are intended to reflect a desire to build on progress to date and ensure equity in access to services across the province.

8

Regional Planning and Community Engagement**8.1 Orléans Family Health Hub Update**

Dr. Bernard Leduc, President and CEO of Hôpital Montfort and Renée Ladouceur-Beauchamp, Executive Director of Eastern Ottawa Resource Centre, present to the Board an update on the development of the Orléans Family Health Hub ([see slide deck posted on our website](#)). Details are shared relating to the capital project development stages reached to date and what remains to be accomplished. The vision for the Hub, the population to be served and the partners to be located in the Hub as well as the framework for service delivery were presented.

During the question period clarification is provided and the following points are noted:

- The Hub will be a partner of the Health Link for the Orléans area. The Hub will serve the whole community while the Health Link will focus for those with the most complex needs that make the highest use of health care services
- Primary care remains an important partner in the Hub, but not necessarily as a co-locator.
- The Board looks forward to receiving future presentations throughout the development of the capital project and functional plan of the Hub. For future presentations, a request was made by the Board to provide examples of a patient's journey utilizing services of the Hub. The Board also looks forward to reviewing details regarding the governance of the Hub.
- More details are provided regarding self-management of patients with chronic disease such as diabetes and asthma.
- The concept of the Hub as a service delivery model is unique in the province and will help break down silos as well as stimulate integration of services.

Attendance Update/Arrival: Pierre Tessier

8.2 eHealth Ontario Presentation

Jean-Pierre Boisclair welcomes guest speakers from eHealth Ontario to provide the Champlain LHIN Board with an update on the development the provincial Electronic Health Record and the Connecting Northern and Eastern Ontario (cNEO) initiative.

cNEO will provide access to patient information collected in hospitals and community care to providers working in these settings as well as in primary care. Having access to a patient's electronic health record will allow for more timely and better decision making, will reduce the need for duplicate tests and procedures, and will better support transitions in care. It will improve health care for almost three million people across four LHINs – Champlain, South-East, North East, and North West. The goal is to connect 65 hospitals and four Community Care Access Centres (CCACs) by March 2017, allowing 18,000 clinicians to access information about their patients in a provincial electronic health record.

Cynthia Morton, CEO, eHealth Ontario, Emmanuel Casalina, Senior Director, Physician eHealth Program, eHealth Ontario and Kelly-May Smith, Program Manager, eHealth Ontario provide the presentation ([see slide deck posted on our website](#)). They also provide a demonstration of the EHR. The Program Delivery Partner in Eastern Ontario is The Ottawa Hospital.

Other members of eHealth Ontario and cNEO teams presenting to the LHIN Board included Emmanuel Casalino (Senior Director, Physician eHealth Program, eHealth Ontario), Shafique Shamji (Executive Vice-President and Chief Information Officer at The Ottawa Hospital) and Dr. Martin Vogel (Physician Lead, cNEO).

8.3 The Ottawa Hospital Pre-Capital Project

The LHIN Board was provided with an overview of the Pre-Capital Submission from The Ottawa Hospital for a new (replacement) Civic Hospital in central Ottawa and a brief history of past approvals relating to this project. It was presented with LHIN staff's analysis of the submission. The information presented to the Board is available on the LHIN's website.

Discussion follows and further clarifications are provided:

- The proposal meets key criteria for consideration:
 1. The proposal is aligned with the health care needs of our population
 2. The proposal is aligned with the Champlain LHIN Integrated Health Services Plan

Discussion followed and a motion was tabled:

MOTION:

- ***Whereas* the LHIN staff has reviewed The Ottawa Hospital's pre-capital submission for the redevelopment of a new hospital site on a green field location and has found that it demonstrates strong consistency and strategic fit with LHIN priorities and that the program and service elements are aligned with the provider's present and future role in the Champlain healthcare system**
- ***Whereas* the LHIN previously supported The Ottawa Hospital in proceeding with redevelopment in 2008 and significant work has taken place since that time**
- **Be it resolved that the Champlain LHIN Board of Directors endorses the program and service elements contained in The Ottawa Hospital Pre-Capital Submission and recommends that The Ottawa Hospital proceed to the next stage of planning and engagement with the community.**

MOVED: Pierre Tessier / SECONDED: Elaine Ashfield

Further discussion on the motion occurred and the following points are noted:

- It is not in the purview of this Board to consider or propose other options for siting of the proposed new hospital and therefore the wording of the motion is acceptable by the Board as stated.
- This proposal has been reviewed and approved by The Ottawa Hospital Board of Governors.
- There are no gaps identified by LHIN staff in this submission as this proposal is still at a conceptual stage. The next stage of the capital planning process will include further details on the nature of the programs and services to be delivered in the new site.
- Other questions are posed but are focused on details not yet available and that will be addressed when the stage 1 proposal is submitted to the LHIN for review. The LHIN will be involved in the next stages of planning to ensure alignment with LHIN strategic priorities and vision for our region's health system.

All in favour
Carried

Attendance Update/ Arrival: Guy Freedman

The Chair takes a moment to welcome and introduce Guy Freedman, the newest Board Director who has just been appointed and who was able to join the meeting at this point.

Mr. Freedman is the President and Senior Partner of the First Peoples Group, an Aboriginal consulting firm. A fifth generation Métis from Flin Flon, Manitoba. Mr. Freedman remains closely connected to his community and is dedicated to the revival, renaissance and resurgence of First Nations, Métis and Inuit cultures through the arts, media and business. Guy served as the Senior Advisor for the Truth and Reconciliation Commission of Canada where he assisted the Commission in developing the conversation around reconciliation with Canadians.

BREAK at 4:00 pm.

9 Board Committee Stewardship Reports and Matters Arising Therefrom

9.1 Community Nominations

Alexa Brewer reports on the next recruitment phase (involving three positions that are or will be vacant between now and June 2016). The posting will be finalized shortly by the Public Appointment Secretariat and Board Directors will be asked to assist in circulating it broadly.

9.2 French Language Services

Pierre Tessier reports that the committee did not meet in the last month. It is noted that the committee is looking to learn more about the electronic health record and its availability for patients to access it in both English and French. Meetings of the Liaison Committee and the Board's French Language Services Committee will take place in January.

9.3 Governance

Randy Reid presents a verbal summary of the meeting of November 11, 2015. The results of the Pan-LHIN Board Evaluation Exercise for fiscal year 2014-2015 has been completed and results will be presented at the January 13th meeting of the Governance Committee. All members are welcome to attend. A report from the consultant will also be made available by the end of December and will be shared with all Board Members. Committee chairs will be reminded to start the annual review process of their committee's terms of reference, draft new work plan, etc. A template annual report will be distributed to Committee Chairs. It should be prepared and presented at the March Board meeting.

Jean-Pierre Boisclair indicates that Marie Biron has been asked to appear in front of the Standing Committee on Government Agencies in order for the committee to consider her request to be appointed as Vice Chair of the LHIN Board.

9.4 CEO Performance Evaluation & Compensation

The committee did not meet in the last month. The committee chair does not have any business to bring forward at this time.

9.5 Finance & Audit – Approval of financial reports

Marie Biron provides a summary of the meeting of October 26, 2015. Earlier motions were approved under the consent agenda pertaining to some quarterly reports. She comments on the report shared with the Board regarding results of an internal audit that was undertaken by LHIN staff over the summer that focused on financial controls. Results of this audit suggested some minor modifications to internal processes and these have already been implemented.

MOTION:

That the Finance and Audit Committee recommends the Board receives the internal audit report for its information.

MOVED: Marie Biron / SECONDED: Alexa Brewer

All in favour

Carried

No concerns are tabled regarding the financial quarterly reports presented and the motion is tabled:

MOTION:

That the Finance and Audit Committee recommends the Board approves the following reports as presented:

- **LHIN Operations Report (2015-16 Q2)**
- **Use of Consultants Report (2015-16 Q2)**

MOVED: Marie Biron / SECONDED: David Somppi
All in Favour
Carried

Marie Biron comments on the review of the business continuity plan. No changes are proposed to the plan presented. It was suggested that it would be valuable to test the LHIN's shared services and determine how quickly the LHIN's electronic systems could be reestablished in the event of a disaster.

10 **Other Business**

No other business was tabled.

11 **Round Table**

It is confirmed that, at future meetings, the Board would like to take time to have a round table discussion. Starting in January, the Chair will ask each board member to bring forward any issue that might inform or have bearing on the work of the LHIN.

12 **In-Camera Session**

THAT members attending this meeting move into a Closed Session pursuant to the following exceptions of LHINS set out in s.9(5) of the Local Health Integration Act, 2006:"

X Personal or public interest

To address the following items:

- *CEO's report*
- *Chair's report*

AND further that the following individuals be permitted to attend for these items;

Chantale LeClerc
Sylvie Bleau
Elaine Medline
Cal Martell
Eric Partington

MOVED: Pierre Tessier / SECONDED: Alexa Brewer
All in favour
Carried

The Chair has nothing to report in the public meeting regarding business conducted during the in-camera session and the Board agrees with the business conducted and information received.

The Board also agrees that it is in the best interest of the Champlain LHIN that the remainder of the business conducted and actions taken during the in-camera session are not to be reflected in the public minutes.

13 **Termination of Meeting**

Board Directors are reminded to complete and return their meeting evaluation form.
There being no further business the meeting is adjourned at 5:30 p.m.

MOVED: Guy Freedman
All in favour
Carried

Jean-Pierre Boisclair
Chair, Board of Directors
Champlain Local Health Integration Network

Chantale LeClerc
CEO
Champlain Local Health Integration Network