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Approved Minutes – Board Meeting

October 26, 2016

Champlain LHIN Boardroom, 1900 City Park, Suite 500, Ottawa

Board Members in Attendance: Jean-Pierre Boisclair (Chair), Randy Reid, Pierre Tessier, Diane Hupé, Wendy Nicklin and Elaine Ashfield (late arrival).

Regrets: Marie Biron, Guy Freedman, Nick Busing

Guest Speakers:

Cholly Boland, CEO, Winchester Hospital

Carolyn Brennan, Co-chair, Healthy Foods Leadership Task Force

Laurie Dojeiji, Health Promotion Manager, Champlain Cardiovascular Disease Prevention Network,
University of Ottawa Hearsh Institute

1 Call to Order

The meeting was called to order at 10:00 a.m.

2 Conflict of Interest Declarations

There is no declaration of conflict of interest.

3 **Motion to move to 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 receive confidential information regarding the following items:

- Approval of confidential minutes September 28, 2016 – Deferred to next meeting
- Chair’s Report
- CEO’s Report

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

Chantale LeClerc
Sylvie Bleau
Cal Martell
Eric Partington
Elaine Medline

Moved: Randy Reid / Seconded: Elaine Ashfield
All in favour
Carried

BREAK(20 minutes) and return to public session

4 **Approval of Agenda**

There being no objection, the agenda is approved as distributed.

Moved: Elaine Ashfield
Seconded: Randy Reid
All in favour
Carried

5 **Welcome and Introduction**

Chair’s Report & In-Camera Report

The Board Chair welcomed members and guests. Guests were reminded about the rules of engagement for the LHIN’s public board meetings. Since there will be no break, members of the public were informed they will have a chance to engage with Board Directors and senior managers, as well as with each other at the end of the meeting. Participants were asked to introduce themselves.

The Chair reported there was no decision taken during the in-camera session held earlier, but confidential information was shared with the Board regarding planning around Bill 41, in case the legislation is approved, as it relates to governance recruitment and board skills matrix. Also, the Board received information regarding the approach for the annual process of the CEO Performance Evaluation for fiscal year 2016-2017.

Jean-Pierre Boisclair welcomed and introduced a new board member, Wendy Nicklin, a health leader with extensive health care experience, from clinical care to academic, senior administrative and governance roles. ([See board biographies for further details](#)). The board is now operating with a full complement of nine members. The LHIN will issue a press release shortly providing details regarding the last three members appointed to the Board.

6 CEO's Report

Chantale LeClerc presented a few highlights from her report. The following points relating to the LHIN's work around coordination of services are noted:

- **Improvement access to diabetes education teams across Champlain:** The LHIN supported the implementation of a centralized intake and triage system. Results of this initiative demonstrated a better usage and increased access to the teams.
- **Better support for people with congestive heart failure:** Work is underway to develop a strategy to share expertise/knowledge with providers to better serve individuals with cardiac conditions in our region. The initiative, headed by the University of Ottawa Heart Institute, is intended to prevent complications from this condition and ensure people receive appropriate care closer to home and reduce avoidable hospital visits.
- **Health Links** now serves over 600 patients with high needs in eight Health Links across Champlain. A Health Link Leadership Forum was held recently. One of the main goal of this forum was to exchange knowledge and best practices among Health Links leaders.
- **Indigenous Cultural Safety Training:** The LHINs surveyed health service providers to determine what providers are offering or planning offer to promote knowledge about cultural safety and awareness of the health needs of indigenous peoples. The LHIN supported providers by making a number of spaces available for an on-line indigenous cultural safety training, as well as extend an invitation to attend the board's education session on November 16.
- **LHIN Transition:** Joanne Yelle Weatherall, was hired as a consultant to help the Champlain LHIN senior management team to better position the LHIN, should Bill 41 be approved.
- **eConsult:** The Champlain LHIN eConsult team has been invited to present four posters at the upcoming Health Quality Ontario Transformation event. Also, it is noted that the team was nominated for the Minister's honour roll for a third year.

Chantale LeClerc reads the Attestation for the period of July 1 to September 31, 2016. The LHIN is in compliance with its obligations, one exception is noted pertaining to the type of

business insurance procured by the LHINs. While the LHINs have been working with the Ministry of Health and Long Term Care to seek resolution of this situation, the discussions have been put on hold in light of the proposed Bill 41. If the legislation is enacted, the LHINs' obligations, objects and mandate would change and the LHINs will need to review their insurance needs.

MOTION:

That the Board receives the CEO Report as presented and approves the attestation for the period of July 1 to September 30, 2016 as presented.

Moved: Randy Reid / Seconded: Pierre Tessier

All in favour

Carried

7 Consent Agenda Items

- The Approval of minutes of September 28, 2016 is deferred to next meeting.

NEW BUSINESS

8 Healthy Foods in Hospitals

Three members of the Healthy Foods in Hospitals Leadership Task Force, including Cholly Boland and Carlyne Brennan, Co-chairs of the Task Force, as well as Laurie Dojeiji, Program Manager of the Champlain Cardiovascular Disease Prevention Network (CCPN), presented a progress report regarding the implementation of this project championed and sponsored by the Champlain LHIN ([see slide deck available in the board meeting package](#)).

The vision of this project and of the task force is to “*create supportive, healthy nutrition environments in Champlain hospitals so that ‘the healthy choice is the easy choice’ for staff, visitors & patients*”. The Champlain LHIN played a leadership role and provided funding to the program. To date 21 of 23 sites in Champlain have achieved the “bronze” level and the remaining two sites are working toward that status. This level suggests that hospitals have implemented a number of changes such as: removal of fried foods; reduced highly processed snacks/baked good; reduced sodium in soups and decreased portion size of high calorie beverages. The task force reported working with franchises located in hospitals to achieve results and move forward to the next level.

Attendance Update: Elaine Ashfield arrived at 12:30 p.m.

9

Patient First Update

12h55-
13h00

Jean-Pierre Boisclair provided a progress report of the governance work stream and the planning work to prepare for the transition, should Bill 41 be approved. The following points were noted:

- All LHIN Boards are involved in recruiting to create a pool of potential candidates to increase boards to a complement of 12 members (instead of 9). The Champlain LHIN received lots of interest and over 40 applications were submitted to the Public Appointment Secretariat. The Governance/Community Nominations committee will proceed with interviews next week and submit recommendations to the Minister (to be approved by the Board) by November 4, 2016.
- From a legal point of view, the governance work stream is preparing to ensure governance instruments are reviewed and amended (by-laws, accountability agreement, memo of understanding and mandate letter);
- The governance work stream will also ensure that training be identified for board members, in preparation for the transition, and finally will help in the development of a readiness tool/checklist for the LHINs.

10

Initial Conversations – Service Accountability Agreement Obligations

The Board is consulted to provide council to senior management regarding local obligations to be embedded to service accountability agreements for the next cycle 2017-2018. Service accountability agreements are an important tool used by the LHIN to improve the health system and affect change in Champlain. To date some of the success achieved through our local obligations include: Reduced rate of unnecessary repeat C-sections; established a regional hospital laboratory service to enhance quality and reduce cost; and increased access to healthy foods in hospitals.

Eric Partington, Senior Director of Health System Performance, presented the proposed additions and enhancements of the local obligations to the hospital, long-term care and community services sectors ([see slide deck available in the board meeting package](#)).

During the question period clarifications are provided and the following points are noted:

- French language services requirements are embedded in all agreements;
- LHIN staff consulted with professional groups through regional programs regarding clinical outcomes that are aligned with our IHSP;
- The Champlain LHIN Board supported and encouraged LHIN staff to use the Service Accountability Agreements (SAAs) to reach goals set in the Integrated Health Services Plan and meet objectives set in the Annual Business Plan (ABP).

- The Board recommends that the language and message included in agreements should be clear; should present the expectations for each provider; and should include requirements such as targets and deadlines.
- The Board is in agreement for senior management to proceed to the next steps that will include consultation with health service providers.
- The Board encouraged LHIN staff to communicate SAAs and their local obligations to CEOs and their Boards so they understand the need to deliver on the obligations.

LHIN staff will seek Board approval on the final obligations at the next public Board meeting.

11 **Board Committee Stewardship Reports and Matters Arising Therefrom**

13h31-
13h45

French Language Services Committee:

The committee chair has nothing to report at this time. The committee will be meeting on November 9, 2016.

Governance Committee:

In planning for Bill 41, should the law be approved, the committee met to plan for the next board recruitment. A summary of the recruitment process was provided earlier under the Board Chair's verbal monthly report.

CEO Performance Evaluation & Compensation:

The committee met on October 17 to receive the CEO's report on performance objectives. The committee also reviewed the methodology to complete the next CEO performance evaluation. It was agreed that every other year the committee will do a formal interview with service providers, instead of using the on-line survey. It is also agreed to skip the service provider interviews for fiscal year 2016-2017. The remainder of the evaluation will proceed as usual with the on-line surveys of senior management, support staff and Board Members. The Board is in agreement with the proposed changes to the process.

Finance & Audit:

The committee met on October 24 and will report to the Board at the next meeting.

12 **Other Business**

There was no other business tabled.

13 **Adjournment of Meeting**

There being no objection, the meeting adjourned at 1:45 p.m.

Moved: Pierre Tessier

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

Chantale LeClerc
CEO
Champlain Local Health Integration Network