

**REGULAR MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF THE CENTRAL WEST LOCAL HEALTH INTEGRATION NETWORK**

**HELD WEDNESDAY, FEBRUARY 26, 2014 AT 6:00 P.M.
Central West LHIN Office, 8 Nelson Street West, Suite 300, Brampton, Ontario**

Board Members Present:

Maria Britto (Board Chair), John McDermid, Gerry Merkley, Lorraine Gandolfo, Winston Isaac, Suzan Hall, Pardeep Singh Nagra (via Teleconference)

Staff Members Present:

Scott McLeod (CEO), David Colgan, Brock Hovey, Michele Williams, Tom Miller

Regrets:

Ken Topping, Board Member

1.0 Call to Order

Maria Britto called the regular meeting to order at 6:10 p.m. There were no Observers in attendance.

1.1 Approval of Agenda

Board Members reviewed the Regular Agenda and no changes were requested.

MOVED by Suzan Hall and SECONDED by Winston Isaac, that the Regular Agenda, as circulated, be approved.

CARRIED

1.2 Conflict of Interest

Maria Britto reminded Board Members of the need to declare any Conflict of Interest with respect to items appearing on the Regular Agenda. No conflicts were declared.

2.0 Consent Agenda

MOVED by John McDermid and SECONDED by Gerry Merkley, that the Consent Agenda, as circulated, be approved.

CARRIED

3.0 Report of the Board Chair and Chief Executive Officer

3.1 Report of the Board Chair

Maria Britto provided a verbal update on her activities over the past month and a brief discussion followed.

3.2 Report of the Chief Executive Officer

Scott McLeod provided an overview of his written report and a brief discussion followed.

- The Chronic Disease Prevention and Management conference hosted by the Central West LHIN was a huge success and feedback has been outstanding.
- Health Links initiative is moving forward and the Steering Committee will be ramping up the care planning and execution component.
- TeleHomeCare is on the track to exceed our target of 658 people using the service. 2014 is the last year of one-time funding with a target of 1,000 patients by December 31, 2014 and staff have been meeting to discuss strategies for sustainability for this demonstrated effective program and staff will be bringing a plan forward.
- The recent Staff Retreat featuring 'Personalisis' was very successful and the staff assessments can be shared with the Board if interested.
- Communications staff have been very busy preparing for the GTA Standing Committee presentations which are scheduled for March 3, 2014.
- Staff Profiles this month include the Finance Team, consisting of Michael Buchert, Tellis George, Alan Hernandez and Shellean Alman. These staff members work diligently and largely in the background to keep our books in order and ensure that the LHIN is compliant with the numerous pieces of legislation that the LHINs are subject to.

4.0 Generative Dialogue

4.1 2014-2015 Annual Business Plan

David Colgan provided an overview of the 2014-2015 Annual Business Plan (ABP) and noted that the document lays out the work that we will be undertaking commencing April 1, 2014. He also reviewed the associated timelines for developing and submitting the document to the Ministry of Health and Long-Term Care. The Ministry will then provide feedback to the LHIN within six weeks of the submission of the draft ABP, at which time the LHIN will then re-submit a Board-approved, final version of the ABP in June, 2014. The document will not be released publicly until the LHIN receives approval from the Minister.

David noted that this year's ABP focuses on the second year of the Central West LHIN's third 'Integrated Health Services Plan' (IHSP), which encompasses 2013-2014 to 2016-2017 and operationalizes the IHSP by highlighting activities for 2014-2015 and the LHIN's financial and staffing plan. Board Members provided their input and suggestions for enhancing the document and David indicated that he would take the document away and incorporate the feedback that had been provided by Board Members. He requested that any last minutes suggestions be emailed to his attention as soon as possible as the document is required to be submitted to the Ministry by the end of the week.

Action: David Colgan

MOVED by Lorraine Gandolfo and SECONDED by Winston Isaac, that the Central West LHIN Board of Directors approve the 2014-2015 Draft Annual Business Plan as discussed and amended, and that it be submitted to the Ministry of Health and Long-Term Care by February 28, 2014.

CARRIED

5.0 Strategy Dialogue

5.1 Governance & Leadership Forum – February 28, 2014

Scott McLeod provided an overview of the upcoming Governance & Leadership Forum on Mental Health and Addictions, scheduled for Friday, February 28, 2014. He noted that all speakers have been confirmed and the Agenda for the afternoon has been finalized. He noted that attendance is close to 80 participants from a wide variety of health service provider organizations. Specific roles have been assigned to Central West LHIN Board Members for the afternoon and speaking notes and bios are just being finalized for introducing speakers and will be forwarded to Board Members.

5.2 Health Links Quarterly Report

Scott McLeod and David Colgan provided an update on recent Health Links activities and noted that quarterly reports from the LHINs are due to the Ministry of Health and Long-Term Care within 30 days following the end of each quarter of the fiscal year, and four key areas are captured in the template including:

- Update of the patient and family engagement activities reported on in Q2 measured against objectives for patient and family engagement set out in the Business Plan

- Update on activities, challenges, opportunities and achievements in implementing business plans as reported in Q2 together with any new activities and challenges that have commenced since Q2
- Information on external resources and supports that have been used in establishing the Health Link
- Update on any other activities (i.e. partner updates, population updates, etc.)

For Board Members' information, copies of the 2013-2014 Q3 Health Links Reports for the Dufferin Area Health Link, and the North Etobicoke-Malton-West Woodbridge Health Link, were circulated.

6.0 Fiduciary Dialogue

6.1 Verbal Update on Quality Committee Meeting held Tues., February 4, 2014

John McDermid provided an update on discussions held at the recent Quality Committee meeting and felt that it had been a very good meeting. He noted that Dr. Josh Tepper had presented for approximately ½ hour via teleconference and that he is very supportive of what the Central West LHIN is undertaking with respect to Quality. John advised that the Committee has had discussions as to what the top three priorities will be for the Quality Committee in its work ahead.

6.2 Verbal Update on Finance & Audit Committee Meeting held Mon., February 24, 2014

Gerry Merkley provided an update on discussions and recommendations from the Finance & Audit Committee meeting held Monday, February 24, 2014 and noted that the Committee will be recommending Board approval of two items. She provided a brief summary of the 2014-2015 Central West LHIN Audit Service Plan for the year ending March 31, 2014, noting that it is largely the same as last year.

MOVED by Lorraine Gandolfo and SECONDED by Suzan Hall, that the Central West LHIN Board of Directors approve the 2014-2015 Central West LHIN Audit Service Plan for the Year Ending March 31, 2014, as circulated.

CARRIED

Gerry also provided a brief overview of the draft 2014-2015 Central West LHIN Operating Budget Assumptions and a brief discussion followed with respect to the current complement of Central West LHIN staff and the fact that the number of staff had increased from 24 to 29.

Scott advised that this was due, in part, to the fact that the Diabetes Regional Coordinating Centre (DRCC) is now under the jurisdiction of the Central West LHIN.

MOVED by Lorraine Gandolfo and SECONDED by Suzan Hall, that the Central West LHIN Board of Directors approve the 2014-2015 Draft Central West LHIN Operating Budget Assumptions, as circulated.

CARRIED

7.0 In-Camera Session

MOVED by Suzan Hall and SECONDED by Winston Isaac, that, at 7:45 p.m., the Central West LHIN Board of Directors consider Matters of Public Interest in a Closed Session, as set out by the Local Health Integration Act, 2006, s.9(5)(a), and further, that Scott McLeod, Brock Hovey, David Colgan, and Michele Williams be invited to stay for this portion of the meeting.

CARRIED

MOVED by Suzan Hall and SECONDED by Winston Isaac, that, at 8:50 p.m., the Central West LHIN Board of Directors' meeting be moved Out-of-Camera and back into the Regular Session.

CARRIED

8.0 Adjournment of Board Meeting

MOVED by Gerry Merkley and SECONDED by Lorraine Gandolfo, that there being no further business for discussion, that the Central West LHIN Board of Directors' meeting of Wednesday, February 26, 2014 be adjourned at 8:50 p.m.

CARRIED

Maria Britto, Chair, Board of Directors

Scott McLeod, Board Secretary