



MINUTES OF THE BOARD OF DIRECTORS' MEETING

WEDNESDAY, JUNE 24, 2015

5:00 p.m. – 9:00 p.m.

Central West LHIN Office, 8 Nelson Street West, Suite 300
Brampton, Ontario

Board Members Present:	Maria Britto (Board Chair), John McDermid (Vice Chair), Ken Topping (Board Member), Suzan Hall (Board Member), Gerry Merkley (Board Member), Pardeep Singh Nagra (Board Member), Lorraine Gandolfo (Board Member), Jeff Payne (Board Member)
LHIN Staff Present:	Scott McLeod (CEO), Brock Hovey, Michele Williams, Tom Miller, Maria Sanchez
Regrets:	Adrian Bita (Member), David Colgan

1.0 Call to Order

Maria Britto, Board Chair, called the Board Meeting to order at 5:05 p.m. There were no Observers in attendance.

Maria introduced Jeff Payne, the newest member of the Central West LHIN Board of Directors, and officially welcomed him to the team. Members of the Board were pleased that the Board is now at the full complement of nine Board Members.

1.1 Approval of Agenda

It was noted that Lorraine Gandolfo's name was missing from the list of those attending the meeting.

MOVED by Ken Topping and SECONDED by John McDermid, that the Regular Agenda for the Central West LHIN Board of Directors' meeting of Wednesday, June 24, 2015 be approved, as amended.

CARRIED

1.2 Conflict of Interest

Maria Britto reminded Members of the need to declare any Conflict of Interest with respect to items appearing on the Regular Agenda. There were no declarations of Conflict of Interest

2.0 Consent Agenda

Scott McLeod advised that all action items as noted in the previous minutes are either complete or underway. A couple of minor corrections were noted in the previous Board minutes which will be amended accordingly.

Action: Michele Williams

There was also a brief discussion regarding some grammatical and formatting issues in the Annual Report and these revisions will be made prior to submission of the document to the Ministry of Health and Long-Term Care by June 30, 2015

Action: Tom Miller

No further errors or omissions were noted in the Consent Agenda documentation, and the following motion resulted:

MOVED by Lorraine Gandolfo and SECONDED by Suzan Hall, that the Consent Agenda be approved, as amended.

CARRIED

3.0 Report of the Board Chair and Chief Executive Officer

3.1 Report of the Board Chair

Maria Britto provided a brief overview of her monthly report, and a brief discussion followed. Ken Topping inquired as to whether Maria and Scott had met with the Town of Shelburne and Maria advised that this meeting is in the process of being scheduled.

3.2 Report of the Chief Executive Officer

Scott asked Board Members if they had any specific questions regarding his report. Lorraine Gandolfo made an inquiry as to Item #4.6 of the CEO Report on 'Children and Youth with Special Needs' and whether there had been a Francophone lens put on this initiative by the Ministry. Scott advised that he would follow up on this inquiry and report back.

Action: Scott McLeod

Scott then provided a brief overview of his monthly CEO Report and highlighted the following:

Health Links

There have been some questions about Health Links and Scott advised there is absolute commitment from the Ministry regarding Health Links. This had been reconfirmed at the recent Ministry-LHIN CEO Retreat and also emphasized at a recent Webinar. He advised that the Central West LHIN is in a very good position to continue to be a leader on this file.

Minister's Medal

Nominations for the 2015 Minister's Medal are now open. The Minister's Medal recognizes the excellent work health providers do every day. The Central West LHIN has informed all HSPs and community partners of the open competition, has highlighted the competition on its website home page, and included it as an item in the recently-published May edition of 'Working Together for Healthy Change', the LHIN's eNewsletter. Applications will be accepted through the LHIN until end of business on June 24, 2015. The LHIN will review and provide a scoring system on all submissions prior to submitting to the Ministry. Winners will be announced at the Health Quality Ontario's annual event, 'Healthy Quality Transformation' on October 14, 2015.

IHSP-4

The recent Governance & Leadership Forum was instrumental in moving the IHSP-4 work forward and great feedback was obtained from the health service provider organizations at this Forum. A second Governance and Leadership Forum will be held in early October for validation of feedback received over the summer. Prior to this second Forum, a session with the Central West LHIN Board of Directors and the Consultants and Senior Leadership Team will take place. Further information and details will be provided at a later date.

Outstanding People

This month, the Central West LHIN features two individuals, Karen Rai and Kiran Pattni. Karen Rai comes from McMaster University's School of Business, completing her third co-op placement as part of the MBA program. Her interest in health care has brought her to the LHIN where she is helping team members with projects related to Health Equity, healthy initiatives for seniors, mental health and addictions services and the year-end supplemental review process.

Kiran Pattni joined the Central West LHIN in May 2015 as Health System Specialist, Performance and Integration and is filling in for Michelle Mueller who is currently on maternity leave. Kiran is currently working on the 2014/2015 Year-End Review process and preparing to support the work of renewing the Central West LHIN Service Accountability Agreements with the Health Service Providers. Providing both financial and process analysis, Kiran will leverage her project management experience and health system planning experience in providing analytical support to both Health System Integration and Performance Management teams.

4.0 Board Education/Generative Dialogue

The discussion on the Ministry LHIN Accountability Agreement (MLAA), which was intended to be a Generative Dialogue in the Open Board Meeting, will be discussed during the In-Camera Session as the Minister has not yet signed the Agreements and the LHINs have been asked to keep this discussion In-Camera until further notice.

5.0 Strategy Dialogue

5.1 2014/2015 Year-End (Spring Cycle) Balanced Scorecard

Brock Hovey introduced Maria Sanchez, Decision & Support Specialist, who provided a brief overview of the Spring Cycle 2014/2015 Balanced Scorecard Dashboard and highlighted the Indicators requiring investigation this cycle, including the following:

- #9 – 90th percentile ED Length of Stay for admitted patients
- #10 – Avoidable admissions (ALC designation within 2 days)
- #15 – Proportion of Wait Time indicators achieving target.

A brief discussion followed on the various indicators and the drill-down documentation.

5.2 2015/2016 Central West LHIN Annual Business Plan

Tom Miller advised that the 2015/2016 Annual Business Plan was originally submitted to the Ministry of Health and Long-Term care on February 26, 2015 after initial feedback from Central West LHIN Board Members. Feedback from the Ministry indicated that the Central West LHIN's 2015/2016 Annual Business Plan includes all the required components of an Annual Business Plan for a government agency, aligns well with the LHIN's Integrated Health Services Plan (IHSP) and with the Minister's Action Plan for Health Care, and sets out clear priorities, strategies and goals. Ministry staff did, however, identify a concern with instances where the wording of a 'risk/barrier' may be interpreted as a lack of proper funding and/or resources by the MOHTC. At the Ministry's request, these instances have been modified in the final Draft of the 2015/2016 Annual Business Plan being presented at this meeting.

Board Members provided some further suggestions for incorporation into the document, as well as some minor formatting issues and Tom Miller advised that these changes will be incorporated into the final version and re-submitted to the MOHLTC no later than July 27, 2015, as per the Ministry's requirements.

MOVED by Pardeep Singh Nagra and SECONDED by John McDermid, that the Central West LHIN Board of Directors approves the 2015/2016 Annual Business Plan (ABP), as amended, and further, that the amended Draft be submitted to the Ministry of Health and Long-Term Care by July 27, 2015.

CARRIED

5.3 2015/2016 – 1st Quarter (Q1) Enterprise Risk Management Report

Brock Hovey provided an overview of the 2015/2016 – 1st Quarter (Q1) Enterprise Risk Management Report, noting that the number of risks in this Quarter have decreased from 37 to 34, with four risks being closed and/or merged into existing risks. There was some discussion regarding Risk ID # 66 (Board Member Appointments), and as a result of the discussion, it was agreed that the risk would not be closed as noted, and kept open until further notice.

MOVED by Suzan Hall and SECONDED by Lorraine Gandolfo, that the Central West LHIN Board of Directors approves the 2015/2016 – 1st Quarter (Q1) Enterprise Risk Management Report, as amended.

CARRIED

5.4 2015/2016 Community Allocation/Funding Process

Scott McLeod reviewed the allocation of 2015/2016 Community-based Sector Funding, within the MOHLTC funding allocation and according to the priorities and plan developed by LHIN staff based on initial information and assumptions that had been available. He noted that some of the funding had changed since the Briefing Note was prepared, and asked for the Board's authorization for him to proceed with funding allocations based on the new information available, and to report back to the Board in September on the final allocations. After a brief discussion, the following motion resulted:

MOVED by Lorraine Gandolfo and SECONDED by Suzan Hall, that the Central West LHIN Board of Directors authorizes the CEO to proceed with the 2015/2016 Community Based Sector Funding allocations, and that the CEO report back to the Board in September on the final allocations.

CARRIED

6.0 Fiduciary Dialogue

6.1 Verbal Update from the Finance & Audit Committee

Gerry Merkley provided an overview of discussions held at the Finance & Audit Committee meeting of Monday, June 22, 2015 and noted that she would be requesting Board approval of the 2015/2016 – 1st Quarter (Q1) Report, the 2014/2015 Annual LHIN Report on the Use of Consultants, and the Annual Review of Applicable Accounting Policies and Standards, which includes two policies – the CEO Financial Authority Policy and the Delegation of Non-Financial Decisions to the CEO policy.

Gerry advised that with respect to the 'LHIN Annual Report on the Use of Consultants', she had requested at the Finance & Audit Committee meeting, an amendment to future reports to indicate that, where Business Cases are available and on file, that it be noted directly on the report.

After a brief review and discussion of each document, the following motions resulted:

MOVED by Suzan Hall and SECONDED by John McDermid, that the Central West LHIN Board of Directors approves the 2015/2016 – 1st Quarter (Q1) Report, as circulated.

CARRIED

MOVED BY Gerry Merkley and SECONDED by Ken Topping, that the Central West LHIN Board of Directors approves the 2014/2015 Annual LHIN Report on the Use of Consultants as amended.

CARRIED

MOVED by Gerry Merkley and SECONDED by Suzan Hall, that the Central West LHIN Board of Directors approves the Annual Review of Applicable Accounting Policies and Standards, which includes two policies, the CEO Financial Authority Policy and the Delegation of Non-Financial Decisions to the CEO policy, as circulated.

CARRIED

6.2 Verbal Update from the Quality Committee

John McDermid provided an overview of discussions held at the Quality Committee meeting of June 15, 2015 with respect to Health Quality Ontario (HQO) and the newly-created Regional Quality Committee. He noted that the Committee had approved a motion requesting a generative discussion of the proposal and next steps at the June Board Meeting. Board Members discussed the pros and cons of entering into a partnership agreement with HQO that would support collaborative work on areas of common interest and knowledge exchange related to quality initiatives. The Members discussed the ideal of establishing a Regional Quality Table that could bridge Provincial and local quality plans. Board Members expressed some concern that the mandate of this Table was duplicative of the role and responsibilities of the Central West LHIN Quality Committee.

Scott McLeod was asked to speak with Lee Fairclough, Vice President, Quality Improvement at Health Quality Ontario and report back to the Board at the September Board of Directors' meeting.

Action: Scott McLeod

7.0 In-Camera Session

MOVED by Ken Topping and SECONDED by Gerry Merkley that, at 7:40 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 Staff Members Scott McLeod, Brock Hovey, Michele Williams and Tom Miller be invited to stay for this portion of the meeting.

CARRIED

MOVED by Lorraine Gandolfo and SECONDED by Pardeep Singh Nagra that, at 9:15 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 John McDermid and SECONDED by Ken Topping, that there being no further business for discussion, that the Central West LHIN Board of Directors' Meeting of Wednesday, June 24, 2015 be adjourned at 9:15 p.m.

Maria Britto, Board Chair

Scott McLeod, CEO