

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

**HELD WEDNESDAY, MAY 28, 2014 AT 6:00 P.M.  
COURTYARD BY MARRIOTT, 90 BISCAYNE CRESCENT, BRAMPTON, ONTARIO**

**Board Members Present:**

John McDermid (Acting Board Chair), Gerry Merkley, Lorraine Gandolfo, Winston Isaac, Suzan Hall, Ken Topping, Pardeep Singh Nagra

**Staff Members Present:**

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

**Regrets:**

Maria Britto (Board Chair)

**1.0 Call to Order**

John McDermid, Acting Board Chair, called the regular meeting to order at 6:00 p.m. There was one Observer in attendance and John welcomed her to the meeting.

**1.1 Approval of Agenda**

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

**MOVED by Suzan Hall and SECONDED by Pardeep Singh Nagra, that the Regular Agenda, as circulated, be approved.**

**CARRIED**

**1.2 Conflict of Interest**

John McDermid 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 Lorraine Gandolfo and SECONDED by Winston Isaac, 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

There was no update from the Board Chair this month. All recent activities will be reported on at the June Board Meeting.

#### 3.2 Report of the Chief Executive Officer

Scott McLeod provided highlights of his written report that was circulated with the Board Materials providing additional information and clarification as requested.

**Upcoming Provincial Election** – during the “writ period” leading to the election, the bureaucracy goes into “care taking” mode. For LHINs it is “business as usual” but we should refrain from presentations or speaking engagements particularly as they relate to the previous government initiatives. The ‘Guidelines for Public Servants’ has been circulated to all Board Members and staff.

**Electronic Medical Record (EMR) Adoption** – As noted, Central West Physicians have the highest EMR adoption in the province. This is a very good news story and an important enabler for further integration of electronic records.

**French Language Services** – Scott noted that staff will be meeting with ‘Le Metropolitan’ (French newspaper) to share some of the local key initiatives in the hope of spurring interest in an article on what we are doing locally.

**Palliative Care Audit** – The Auditor General’s review of the Palliative Care system in three LHINS including Central West is still underway. We anticipate receiving some interim feedback in the next few weeks. We will have the opportunity to provide additional input before the report is finalized in the Fall.

**TeleTownHall Meeting** – another TeleTownHall Meeting is being planned for June 23, 2014.

**Peel Memorial Centre for Health and Wellness** – On May 21, 2014, William Osler Health System received approval to move to Commercial Close and sign the Project Agreement for the Peel Memorial Centre for Health and Wellness. This is very exciting news and a major milestone in the process. The total project Cost for Phase 1 redevelopment is \$552,620,300. A very significant capital investment in Central West.

**Welcome to New Staff and Masters' students** – Scott welcomed new staff member, Chak Lee, and Masters' students, Samantha Brandow and Saurav Barua.

#### **4.0 Generative Dialogue**

There was no Generative Dialogue scheduled this month due to the Board educational session on Aboriginal/Metis Cultural Competency that was held just prior to the Board Meeting.

#### **5.0 Strategy Dialogue**

##### **5.1 Board Delegation of Authority (June 30 – September 1, 2014)**

Scott advised that this item is to simply confirm that the Board will not meet formally in July or August unless there is a significant issue requiring Board attention or approval. He noted that Board Members would continue to be updated through monthly CEO Reports in July and August.

**MOVED by Suzan Hall and SECONDED by Winston Isaac, that the Central West LHIN Board will not hold regular Board Meetings in July or August, 2014, and further, that in the event there is a significant Board decision required, the Board Chair will call a special in-person meeting or teleconference to deal with the issue.**

**CARRIED**

##### **5.2 2014-2015 Annual Business Plan**

Scott advised that he requires a motion to approve the final draft of the 2014-2015 Annual Business Plan for submission to the Ministry of Health and Long Term Care, subject to any changes following the June 12, 2014 provincial election.

**MOVED by Pardeep Singh Nagra and SECONDED by Winston Isaac, that the Central West LHIN Board approve the 2014-2015 Annual Business Plan as presented.**

**CARRIED**

##### **5.3 HSAA Amending Agreement Extension**

Brock Hovey noted that the HSAA Advisory Committee is recommending that LHINs across the province implement a simple extension of the current HSAA to the end of the fiscal year, as per the template that was provided in Members' packages which was prepared by LHIN Legal

Branch. He noted that the extension would take the current HSAA to March 31, 2014. The HSAA Amending Agreement must be executed locally by June 30, 2014 and will allow for the schedules to the HSAA to be refreshed.

**MOVED by Gerry Merkley and SECONDED by Pardeep Singh Nagra, that the proposed HSAA Amending Agreement made as of July 1, 2014, and amending the 2008-2013 HSAA by extending its term to March 31, 2015, and by replacing the 2013-2014 Schedules with 2014-2015 Schedules, be approved as presented to the Board.**

**CARRIED**

#### **5.4 Complaints Process**

Scott reviewed the draft Central West LHIN Complaints Process, and advised that the process is being implemented in June 2014. He noted that there is some ongoing process work underway across the LHINs to standardize pan-LHIN processes, which may require slight modifications to the process moving forward. As outlined in the document, complaints will be reported to the Board on a quarterly basis.

### **6.0 Fiduciary Dialogue**

#### **6.1 Verbal Update from Governance Committee**

Lorraine Gandolfo provided Board Members with an overview of discussions held at the Governance Committee meeting of Thursday, May 8, 2014 and noted that the Committee had recommended approval of a new Board Policy, 'Board Effectiveness', which incorporates many of the elements contained in the former Board policy on 'Framework for Good Governance' and includes enhancements consistent with best governance practice.

A brief discussion followed and a suggestion for one revision to be made under Section (xiii) – 'Skills, Time and Commitment'. The last sentence in the second paragraph will be amended to read as follows:

*"For community members of Board sub-committees, there may be a request from the Committee Chair that they resign or be removed as a Committee Member should they attend less than 80% of meetings."*

**MOVED by Lorraine Gandolfo and SECONDED by Winston Isaac, that the Central West LHIN Board of Directors approve the new Board Policy on 'Board Effectiveness', as amended.**

**CARRIED**

## **6.2 Verbal Update from Finance & Audit Committee**

Gerry Merkley provided an overview of discussions at the Finance & Audit Committee meeting held Monday, May 26, 2014 noting that it was a special meeting for the purpose of reviewing the Central West LHIN 2013-2014 Post Audit Report. She noted that it had been an extremely positive report and the Audit Team had been very complimentary to the staff of the LHIN for their preparatory work and ongoing support. The Board was then requested to approve the 2013-2014 Post Audit Report as presented.

**MOVED by Gerry Merkley and SECONDED by Lorraine Gandolfo, that the Central West LHIN Board of Directors approve the 2013-2014 Post Audit Report and Year-End Financial Statements, as presented.**

**CARRIED**

## **6.3 Verbal Update from Nominations Committee**

Maria Britto noted that the Committee had met on Thursday, May 8, 2014 to discuss the next steps in the process of recruiting a new Board Member. She advised that Committee Members had recommended commencing another round of recruitment which will include reaching out to some of the HSPs and more personal contact with potential candidates.

## **7.0 In-Camera Session**

**MOVED by Suzan Hall and SECONDED by Ken Topping, that, at 7:00 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, Michele Williams and Tom Miller be invited to stay for this portion of the meeting.**

**CARRIED**

**MOVED by Suzan Hall and SECONDED by Winston Isaac, that, at 8:00 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 Lorraine Gandolfo and SECONDED by Suzan Hall, that there being no further business for discussion, that the Central West LHIN Board of Directors' meeting of Wednesday, May 28, 2014 be adjourned at 8:00 p.m.**

**CARRIED**

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John McDermid, Acting Chair, Board of Directors

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Scott McLeod, Board Secretary