



## MINUTES OF THE BOARD OF DIRECTORS' MEETING

WEDNESDAY, SEPTEMBER 23, 2015

6:00 p.m. – 9:30 p.m.

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

<b>Board Members Present:</b>	Maria Britto (Board Chair), John McDermid (Vice Chair), Ken Topping (Board Member), Suzan Hall (Board Member), Pardeep Singh Nagra (Board Member), Lorraine Gandolfo (Board Member), Jeff Payne (Board Member), Adrian Bita (Board Member)
<b>LHIN Staff Present:</b>	Scott McLeod (CEO), Brock Hovey, David Colgan, Michele Williams, Tom Miller, Patrick Boily, Elizabeth Salvaterra, Maria Sanchez
<b>Regrets:</b>	Gerry Merkley, (Member)
<b>Guest(s):</b>	Gilles Marchildon, Executive Director, Reflet Salveo

### 1.0 Call to Order

Maria Britto, Board Chair, called the Board Meeting to order at 6:00 p.m. There were no Observers in attendance.

### 1.1 Approval of Agenda

**MOVED** by Ken Topping and **SECONDED** by Lorraine Gandolfo, that the Regular Agenda for the Central West LHIN Board of Directors' meeting of Wednesday, September 23, 2015 be approved, as circulated.

**CARRIED**

### 1.2 Conflict of Interest

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

### 2.0 Consent Agenda

Scott McLeod advised that a significant amount of material had been placed on this month's Consent Agenda, including copies of the annual review of all Committee Terms of Reference, Work Plans, and Annual Effectiveness Surveys. He further advised that all action items as noted in the previous minutes were either complete or underway. He requested that that Item # 2.1 – Previous Minutes, be pulled from the Consent Agenda so that he could provide brief updates and/or answer questions from the Board, as required.

Scott advised Board Members that at the September Governance Committee meeting, the Committee had recommended a change in wording under the 'Membership' section of each of the Board Committees' Terms of Reference as follows:

*"On an annual basis, the Board Chair will develop a slate of membership for each of the Committees, taking into consideration each potential member's experience, background and interests, for approval by the Board as a whole."*

All Committee Terms of Reference will, therefore, need to be amended accordingly and posted on the Central West LHIN website.

**Action: Michele Williams**

**MOVED by Pardeep Singh Nagra and SECONDED by Adrian Bitá, that the Consent Agenda, as amended, 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 brief update on her activities and meetings over the summer, highlighting participation in the following:

**Healthy Communities Initiative**

A very successful Community Forum was held on September 15<sup>th</sup> with approximately 80 participants from the community. It was a very positive event, bringing some great ideas to the table for moving forward.

**Pan Am and Para Pan Am Games**

Enjoyed attending several events over the summer in and around Caledon.

**Peace Ranch**

Attended meeting with the Peace Ranch Board along with Scott McLeod.

**Peel Memorial**

Attended the 'Topping Off' Ceremony at the new Peel Memorial Centre for Integrated Health and Wellness on Lynch Street.

**LHIN Leadership Council**

Continued participation in LHIN Leadership Work Groups – Transformation Work Group, CEO Compensation Review Work Group with Consultants.

**Reflet Salveo**

Provided greetings from the Central West LHIN at Reflet Salveo's AGM on September 3<sup>rd</sup>, on behalf of Board Member, Lorraine Gandolfo, who had been asked, but was unable to attend the event.

**Holland Christian Homes**

Attended the Retirement Ceremony for John Kalverda, Executive Director Holland Christian Homes.

### **Punjabi Community Health Services**

Attended an Open House for the new office location at Sunny Meadow Boulevard in Brampton and participated in the official ribbon-cutting ceremony.

## **3.2 Report of the Chief Executive Officer**

Scott McLeod provided a brief overview of his written report, highlighting the following:

### **IHSP-4 Consultations**

Numerous consultations were held over the summer months to help inform the development of the next IHSP. A draft report has been developed and circulated to Board Members in preparation for the upcoming IHSP-4 Board Retreat on September 25<sup>th</sup>.

### **Primary Care**

Dr. Frank Martino, Central West LHIN Primary Care Lead was reappointed for another 3 years. However, we have recently learned that Frank has been appointed the Chief of Staff at William Osler Health System and recognizes his outstanding leadership at the hospital. Given this appointment, we are anticipating that Dr. Martino may not be able to continue in his role as the Central West LHIN Primary Care Lead. In the short term, Dr. Martino will continue to support the Primary Care initiatives.

Board Members requested that a congratulatory note be sent to Dr. Martino congratulating him on his recent appointment as Chief of Staff of William Osler Health System.

**Action: Scott McLeod/Michele Williams**

### **Integrated Delivery Model /Bundled Payment Proposal**

The Hospital to Home initiative with Osler, Headwaters, CCAC and Ontario Telemedicine Network was formally announced with project funding to support implementation. It is expected that the first patients in the program will be in early November.

### **Outstanding People**

The September CEO Report profiled the participants of the most recent (Year 2) Rotman Program and a list of the projects they were involved in. Scott advised that the Rotman graduates have been and will continue to be, invited to all future Central West LHIN Governance & Leadership Forums.

### **Health Service Provider Profiles**

This month, the Alzheimer Society of Dufferin County and the Alzheimer Society of Peel were profiled and included information for each organization with respect to client population, geography served, description of services, LHIN funding, and the challenges and opportunities of each organization.

### **Auditor General Report**

The Auditor General's Report on CCACs had been released and Board Members had been provided with some material earlier in the week. Scott noted that further discussion and analysis would be required at a future meeting but that he would lead some initial discussions during this evening's In-Camera meeting.

#### **4.0 Board Education/Generative Dialogue – 400<sup>th</sup> Anniversary of French Language Services in Ontario**

Scott McLeod welcomed Gilles Marchildon, Executive Director of Reflet Salveo, who, along with Patrick Boily, Central West LHIN French Language Services Coordinator, provided an overview of the celebration of the 400<sup>th</sup> anniversary of the arrival of the French in Ontario. Gilles also provided an overview of the Reflet Salveo's organization and role, which is to advise Central West, Toronto Central, and Mississauga Halton LHINS on the development of equitable health services for the Francophone community, determine the needs and priorities and make recommendations to these LHINs. Materials, including a recent Annual Report from Reflet Salveo, were circulated to Board Members for information. After a brief discussion, Maria Britto thanked Gilles for a very informative overview and discussion and congratulated the organization on their work.

#### **5.0 Strategy Dialogue**

##### **5.1 2015/2016 Summer Cycle Balanced Scorecard**

Brock Hovey and Elizabeth Salvaterra provided an overview of the 2015/2016 Summer Cycle Balanced Scorecard, advising Board Members that our MLAA indicators have changed and this Scorecard reflects the new results. The new Ministry-LHIN Accountability Agreement (MLAA) includes 21 indicators, 14 of which are designated as performance indicators and 8 of which are for monitoring purposes. The MLAA also makes reference to two developmental indicators, which have yet to be defined.

##### **5.2 IHSP-4 Update**

David Colgan provided a brief overview of work to date with respect to the IHSP-4 including an overview of the key dates and milestones to completion. As requested previously by the Board, he then provided a breakdown of provider and client engagement to date, which includes the following organizations:

- Canadian Mental Health Association (CMHA) – Peel
- India Rainbow Community Services
- Peel Addiction Assessment and Referral Service
- Punjabi Community Health Services
- Rexdale Community Health Centre
- Friends and Advocates Peel
- Caledon Community Services
- County of Dufferin Community Support Services

David further advised that sessions have also been held with local Francophone and Aboriginal groups as well as representatives from the Brampton Seniors' Council and CARP (Canadian Association of Retired Persons). In addition, a Telephone Poll has been launched by Neilsen to attain 600 telephone surveys of the general public across the Central West LHIN, and a Web-Poll was launched, mirroring the Telephone Poll questions, in English and French, taking ad space in local media outlets and supported by CCAC, Headwaters and William Osler.

David noted that there will be an opportunity for the Board to provide further input into the priorities on September 25<sup>th</sup> which will be followed by the Governance and Leadership Forum on October 1<sup>st</sup>.

There was general agreement that the IHSP is proceeding well and the emerging priorities are correct and consistent with the Ministry priorities and the input received to date.

### **5.3 Update on 2015/2016 Community Based Sector Funding**

Staff provided an overview on the Community-based Sector Funding allocations made since the June Board Meeting. Board Members were advised that the LHIN will have a remaining base funding of \$379,000 not yet allocated and that recommendations for this funding will be communicated at a future meeting.

## **6.0 Fiduciary Dialogue**

### **6.1 Verbal Report from the Governance Committee Meeting of September 10, 2015**

Maria Britto provided a brief update to the Board on discussions held at the Governance Committee meeting of Thursday, September 10, 2015 including their annual review of the Terms of Reference, Committee Effectiveness Assessment and Annual Work Plan. Committee Members also reviewed the 2015/2016 draft Board Work Plan, and recommended Board approval, as follows:

**MOVED by Lorraine Gandolfo and SECONDED by Suzan Hall, that the Central West LHIN Board of Directors approves the 2015/2015 draft Board Work Plan, as circulated.**

**CARRIED**

### **6.2 Verbal Report from the Quality Committee Meeting of September 14, 2015**

John McDermid provided a brief update to the Board on discussions held at the Quality Committee meeting held Monday, September 14, 2015 including their annual review of the Terms of Reference, Committee Effectiveness Assessment and Annual Work Plan.

### **6.3 Verbal Report from the Finance & Audit Committee Meeting of September 21, 2015**

Ken Topping provided a brief update to the Board on discussions held at the Finance & Audit Committee meeting held Monday, September 21, 2015 including their annual review of the Terms of Reference, Committee Effectiveness Assessment and Annual Work Plan.

He also noted that the Committee had reviewed and is recommending Board approval of the 2015/2016 2<sup>nd</sup> Quarter (Q2) Report for submission to the Ministry of Health and Long-Term Care. After a brief discussion, the following motion resulted:

**MOVED by John McDermid and SECONDED by Jeff Payne, that the Central West LHIN Board of Directors approve the 2015/2016 Second Quarter (Q2) Report, as circulated.**

**CARRIED**

#### **6.4 2015/2016 2<sup>nd</sup> Quarter (Q2) Enterprise Risk Management (ERM) Report**

Brock Hovey provided a brief overview of the 2015/2016 Enterprise Risk Management (ERM) Report and the Risk Management Worksheets for the Top 6 Risks, which includes risks being reported to the Ministry of Health and Long-Term Care as part of the 2015/2016 Second Quarter (Q2) Report. A brief discussion followed.

**MOVED by Ken Topping and SECONDED by Pardeep Singh Nagra, that the Central West LHIN Board of Directors approve the 2015/2016 2<sup>nd</sup> Quarter (Q2) Enterprise Risk Management (ERM) Report, as circulated.**

**CARRIED**

#### **7.0 In-Camera Session**

**MOVED by Adrian Bita and SECONDED by John McDermid, that at 8:20 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, David Colgan and Michele Williams be invited to stay for this portion of the meeting.**

**CARRIED**

**MOVED by Adrian Bita and SECONDED by John McDermid, that at 9:30 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 Suzan Hall and SECONDED by Ken Topping, that there being no further business for discussion, that the Central West LHIN Board of Directors' Meeting of Wednesday, September 23, 2015 be adjourned at 9:30 p.m.**

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Maria Britto, Board Chair

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Scott McLeod, CEO