

**Erie St. Clair Local Health Integration Network
(ESC LHIN)**

**Open Board Meeting
Minutes
Wednesday, January 24, 2018**

**ESC LHIN
180 Riverview Drive, Chatham, ON
Lake Erie Boardroom**

Present:

Martin Girash, Board Chair
Lindsay Boyd, Board Vice-Chair
Nora Bressette, Board Director
Sheila MacKinnon, Board Director
Rick Charlebois, Board Director (@1:26 pm)
Sharon Pillon, Board Director
Susan Martin, Board Director
Wallace Hogan, Board Director

Regrets:

Deb Crawford, Board Director

Staff:

Ralph Ganter, CEO
Cathy Kelly, VP, Home & Community Care
Pete Crvenkovski, VP, Performance,
Accountability & Finance
Martin Lees, VP, Clinical
Jean-François Harvey, VP, HR & OD
Caen Suni, VP, Integrated Delivery Systems
Shannon Sasseville, Director, CPA & OD
(via phone)

Recorder:

Ruth Augi, Corporate Coordinator

1. Call to Order

The Open Board Meeting of the Erie St. Clair LHIN of January 24, 2018 was called to order at 1:03 pm by Martin Girash, Board Chair. It was noted there were twelve (12) people in the audience and the meeting was broadcast via web cast.

2. Approval of Agenda

The agenda (*on file*) of the Open Board Meeting dated January 24, 2018 was reviewed, amended and approved.

- Item #11.1 Board Chair Report moved to immediately follow Item #04
- Item #08.1.1 Governance & Nominating Committee – Committee Membership Update deferred to In Camera Session

MOTION: Moved by Lindsay Boyd and seconded by Sharon Pillon that the amended agenda of the Open Board Meeting dated January 24, 2018 be approved.

Motion Passed

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3. Declaration of Conflict of Interest

None declared.

4. Open Mic

None

@ 1:08 pm – Martin Girash, Board Chair left the meeting

Patient Experience

A video highlighting a local caregiver's personal experience was displayed in recognition of Alzheimer's Awareness Month. Janice Sutton, a Windsor resident, was nominated as a hero at the Erie St. Clair LHIN *Heroes in the Home 2017* event for caring for her father who suffers from dementia. The Board commented on the important role the caregiver plays in our health care system, noting concern for residents who may not have family or friends to step in to provide care.

@ 1:11 pm – Martin Girash, Board Chair re-entered the meeting

5. Report

5.1 Board Chair (previously #11.1)

Martin Girash, Board Chair spoke to a written report (*on file*) which was distributed to the Board prior to the Board Meeting highlighting the Patient Ombudsman Report, noting care-giver issues and the shifting focus from acute care to after-care. The Report noted the importance of keeping care in mind when considering funding as community care continues to be a major gap in society.

MOTION: Moved by Lindsay Boyd and seconded by Rick Charlebois that the Erie St. Clair LHIN Board receives, as presented, the Board Chair's Report.
Motion Passed

6. Presentation

6.1 Intensive Hospital to Home (IHH)

Ralph Ganter, CEO and Cathy Kelly, VP, Home & Community Care provided the Board with background regarding the Intensive Hospital Home initiative and introduced David Simpson, Director, Home & Community Care / Lead Alternate Level of Care (ALC) and Emergency Department (ED), who spoke to a PowerPoint presentation (*on file*) distributed to the Board prior to the Board Meeting, highlighting the programs focus of promoting early and coordinated discharge planning; supporting high needs patients to return home instead of remaining in hospital, and promoting safe and timely care to support the patient at home. Once a patient is accessed and considered eligible, a robust care plan is developed and may include various community partners/programs. The 60-day program provides the patient time to heal and consider options in the event they are no longer able to remain in their own home. Services available under the IHH Program include: Nursing; Personal support; Physiotherapy; Occupational therapy; Speech therapy; Social work; Respiratory therapy; Dietetics; Equipment and Supplies.

...3

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The Board sincerely thanked staff for the presentation and detailed information and complimented the Home and Community Care team for their work on this important program, noting their concern that the IHH program may be lost in the void of pilot projects, however were reassured that as the program has been operating for ~ 2 years, its success is encouraging for continuation as IHH will be evaluated at the provincial level in March 2018.

Cathy Kelly also updated the Board regarding the e-rehab initiative providing assistance to hospital admitted stroke patients who require additional support and services with technology being the enabler. E-rehab was a pilot program at Windsor Regional Hospital (WRH) in March 2017 and will be re-launched in February 2018.

@ 2:26 pm – Lindsay Boyd, Board Vice-Chair left the meeting

7. Funding

7.1 ESC LHIN Urgent Priority Funding

7.1.1 Allocation in Support of Seasonal Surge – Update

@ 2:30 pm – Lindsay Boyd, Board Vice-Chair re-entered the meeting

David Simpson, Director, Home & Community Care / Lead, Alternate Level of Care (ALC) & Emergency Department (ED) and Ron Sheppard, Sub Region Director, Windsor, spoke to a Briefing Note (*on file*) distributed to the Board prior to the Board Meeting, providing an update on the \$1M Urgent Priority allocation provided in support of seasonal surge pressures at local area hospitals. The Board was advised of a Surge Planning Forum hosted by the LHIN to engage local hospital; long-term care; public health; community support services and home and community care partners. Working groups were developed to work on mitigation strategies, resulting in a draft strategy plan to help guide the local response to seasonal surge. The plan is being finalized and will be presented to the Board for approval at a future Board Meeting. The Board commended the work of all local health care partners for their collaborative flu surge planning and noted the need to continue to plan ahead for surge.

@ 2:44 pm – Sheila MacKinnon, Board Member left the meeting

8. Committee / Council Recommendations

8.1 Finance & Audit (F&A) Committee

8.1.1 Broader Public Sector Accountability (BPSA) Attestation Q2 2017-2018 (July 1, 2017 to September 30, 2017) (*on file*)

MOTION: Moved by Rick Charlebois and seconded by Sharon Pillon that the ESC LHIN Board of Directors approves the Broader Public Sector Act (BPSA) Attestation Q2 2017-2018 (July 1, 2017 to September 30, 2017) as recommended by the Finance & Audit Committee and direct the ESC LHIN Board Chair & CEO to sign and submit the Attestation as required.

Motion Passed

...4

@ 2:48 pm – Sheila MacKinnon, Board Member re-entered the meeting

**8.1.2 Broader Public Sector Accountability (BPSA) Attestation
Q3 2017-2018 (October 1, 2017 to December 31, 2017) (on file)**

MOTION: Moved by Rick Charlebois and seconded by Lindsay Boyd that the ESC LHIN Board of Directors approves the Broader Public Sector Act (BPSA) Attestation Q3 2017-2018 (October 1, 2017 to December 31, 2017) as recommended by the Finance & Audit Committee and direct the ESC LHIN Board Chair & CEO to sign and submit the Attestation as required.

Motion Passed

8.1.3 ESC LHIN October 2017 Financial Statement (on file)

MOTION: Moved by Rick Charlebois and seconded by Sharon Pillon that the ESC LHIN Board of Directors approves the ESC LHIN October 2017 Financial Statements as recommended by the Finance & Audit Committee.

Motion Passed

8.1.4 ESC LHIN November 2017 Financial Statement (on file)

MOTION: Moved by Rick Charlebois and seconded by Lindsay Boyd that the ESC LHIN Board of Directors approves the ESC LHIN November 2017 Financial Statements as recommended by the Finance & Audit Committee.

Motion Passed

8.1.5 PAN-LHIN External Auditor 2017-2018 Amending Agreement (on file)

MOTION: Moved by Rick Charlebois and seconded by Lindsay Boyd that the ESC LHIN Board of Directors authorizes the LHIN Board Chair and LHIN CEO to execute, on behalf of the LHIN, the Amending Agreement substantially in the form attached to the Minutes of this meeting, amending the Auditing Services Agreement between the LHIN and Deloitte and Touch LLP that originally took effect in 2012.

Motion Passed

- 9. Committee / Council Recommendations**
- 9.1 Governance & Nominating Committee**
- 9.1.1 Committee Membership – Update**
- Deferred to In Camera Session

10. Committee / Council Recommendations

10.1 Quality Committee

10.1.1 Quality Committee – Terms of Reference (edits – December 6, 2017)

Withdrawn

11. Consent Agenda

MOTION: *Moved by Lindsay Boyd and seconded by Rick Charlebois that the ESC LHIN Board of Directors accepts as presented or approves when required, by a single Consent Motion, the following items:*

Approval – Open Board Meeting Minutes

11.1.1 Open Board Meeting – November 21, 2017

11.1.2 “Special” Open Board Meeting – December 6, 2017

11.1.3 “Special” Open Board Meeting – December 21, 2017

Receipt – Committee / Council Minutes

11.2.1 CEO PE&C Committee – September 19, 2017

11.2.2 Finance & Audit Committee – September 11, 2017

11.2.3 Finance & Audit Committee – October 13, 2017

11.2.4 Finance & Audit Committee – November 6, 2017

Motion Passed

12. Reports

12.2 Chief Executive Officer

Ralph Ganter, CEO spoke to a written CEO Report (*on file*) distributed to the Board prior to the Board Meeting, noting:

- Clinical Recruitment (spoken to by Martin Lees, VP, Clinical)
- Ontario Centres of Excellence / Health Technology Fund (spoken to by Caen Suni, VP, Integrated Delivery Systems)

and covered additional topics of:

- Human Resources & Organizational Development
- Communications, Public Affairs, and Community Engagement
- Integrated Delivery Systems
- Home and Community Care
- Performance, Accountability, and Finance
- CEO Engagement and Development

MOTION: *Moved by Wally Hogan and seconded by Rick Charlebois that the ESC LHIN Board receives the Chief Executive Officer Report as presented.*

Motion Passed

13. Action Items – Review Status & Update New Items

Ruth Augi, Corporate Coordinator reviewed the status of recorded Action Items (*on file*).

14. Adjourn to In Camera Session

At 3:13 pm the ESC LHIN Board moved into an In Camera Session pursuant to LHIN Bylaws and section s.9(5) of the Local Health Systems Integration Act 2006 to discuss confidential matters re:

- o Personal or public interest
- o Matters prescribed by regulations

MOTION: *Moved by Susan Martin and seconded by Sheila MacKinnon that the Erie St. Clair LHIN Board moves to an In Camera Session of the Open Board Meeting.*
Motion Passed

Reconvened Open Board Meeting

At 5:40 pm the ESC LHIN Board moved out of the Camera Session and reconvened the Open Board Meeting.

MOTION: *Moved by Sharon Pillon and seconded by Sheila MacKinnon that the ESC LHIN Board reconvenes the Open Board Meeting.*

Motion Passed

The following ESC LHIN Committee Membership was approved In Camera:

- CEO Performance Evaluation & Compensation Committee
 - o Addition of Wally Hogan, Board Member
- Finance & Audit Committee
 - o Addition of Wally Hogan, Board Member

15. Adjournment

At 5:43 pm the ESC LHIN Board adjourned the Open Board Meeting of January 24, 2018.

MOTION: *Moved by Nora Bressette and seconded by Rick Charlebois that the ESC LHIN Open Board Meeting of January 24, 2018 be adjourned.*

Motion Passed

APPROVED: _____


Martin Girash
Board Chair, Erie St. Clair LHIN

DATE: _____

