

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

**Open Board Meeting  
Minutes  
Tuesday, November 21, 2017**

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

**Present:**

Martin Girash, Board Chair  
Lindsay Boyd, Board Director  
Sheila MacKinnon, Board Director  
Rick Charlebois, Board Director (@1:26 pm)  
Sharon Pillon, Board Director  
Deb Crawford, Board Director  
Susan Martin, Board Director  
Wallace Hogan, Board Director (@ via phone)

**Staff:**

Ralph Ganter, CEO  
Cathy Kelly, VP, Home & Community Care  
Pete Crvenkovski, VP, Performance,  
Accountability & Finance  
Caen Suni, VP, Integrated Delivery Systems  
Martin Lees, VP, Clinical  
Shannon Sasseville, Director, CPA & OD

**Regrets:**

Nora Bressette, Board Director  
Jean-François Harvey, VP, HR & OD

**Recorder:**

Ruth Augi, Corporate Coordinator

**1. Call to Order**

The Open Board Meeting of the Erie St. Clair LHIN of November 21, 2017 was called to order at 1:02 pm by Martin Girash, Board Chair. It was noted there were twenty-four (24) people in the audience and the meeting was broadcast via web cast.

**Remarks**

The Board Chair noted that our newest Board Member, Wallace (Wally) Hogan appointed by Order-In-Council on October 18, 2017 would be participating in his first ESC LHIN Board Meeting via telephone today. The Board Chair introduced Dr. Martin Lees, ESC LHIN VP Clinical, who expressed his pleasure in being part of the ESC LHIN team.

**2. Approval of Agenda**

The agenda (*on file*) of the Open Board Meeting dated November 21, 2017 was reviewed and approved.

**MOTION: Moved by Lindsay Boyd and seconded by Deb Crawford that the agenda of the Open Board Meeting dated November 21, 2017 be approved.**

**Motion Passed**

**3. Declaration of Conflict of Interest**

None declared.

**4. Open Mic**

None

**Patient Experience**

Due to unexpected Wi-Fi connectivity problems, a recorded patient experience video was not displayed. The ESC LHIN Communications team will post a link to the patient experience on the ESC LHIN website.

**5. Presentation**

**5.1 The Hospice of Windsor and Essex County**

**5.1.1 Compassion Care Community (CCC) - Update**

LHIN Board Chair, Martin Girash and LHIN CEO, Ralph Ganter introduced Carol Derbyshire, WE Hospice Exec. Director; Deborah Sattler, Lead CCC; Pastor Tom Harmon, Board Chair, Kingsville Community Centre and Kathy Pfaff, Assistant Professor, Faculty of Nursing, University of Windsor, who spoke to a PowerPoint presentation and supporting attachments (*all on file*) which were distributed to the Board prior to the Board Meeting. Board Chair, Martin Girash noted a recent newspaper editorial highlighting residents who live alone and lack a family support system and the need for communities to care for each other and the direct connection of the Compassion Care Community initiative to address this void. The Board expressed their sincere thanks to the delegation for their update and their efforts to ensure community care was available to support the vulnerable people in our neighbourhoods.

**6. New Business**

**6.1 The Hospice of Windsor and Essex County**

**6.1.1 Compassion Care Community (CCC) – Briefing Note**

In follow-up to the presentation by the delegation updating the LHIN Board on the Compassion Care Community (CCC) initiative, Ron Sheppard, Sub Region Director, Windsor spoke to a Briefing Note (*on file*) which was distributed to the Board prior to the Board Meeting noting the purpose of the briefing note was to provide an update to the LHIN Board regarding the March 28, 2017 investment from the LHIN to the CCC. Additionally, this briefing note brought awareness of a potential future funding request to continue implementation and development of the initiative. The LHIN has continued to provide re-occurring one-time funding to the Hospice of Windsor and Essex County (Lead Agency for WECCC) to off-set grants received from alternative sources to fund a project management office. On March 28, 2017, the LHIN Board received an update on the progress of the program model, infrastructure and success of initial pilots, along with a funding request to sustain operations. The LHIN Board approved the request for funding at that time with the caveat that a follow-up report and presentation be provided to the Board. Concerns expressed at that time were, 1) a need to better understand the return on investment, and 2) sustainability of initiative given the dependence on volunteers as informal coordinators and providers of care.

3.

It was noted The Hospice of Windsor and Essex County is pursuing federal and provincial grants to support the continued implementation and spread of CCC. The Hospice is also seeking additional funds through local sources as well as support from the LHIN to provide the difference as has been the case to date. While there were no recommendations for the LHIN Board to consider at this time, a potential future funding request will be presented based on the funding gap for the CCC in 2017-2018 Q4 if required.

## **6.2 ESC LHIN Regional Vision Care Strategy**

### **6.2.1 Strategy Endorsement**

Caen Suni, VP, Integrated Delivery Systems, spoke to a Briefing Note; ESC LHIN Regional Vision Care Strategy and Appendices (*all on file*) which were distributed to the Board prior to the Board Meeting. The Board expressed interest in knowing the implementation strategy and timelines.

@ 1:55 pm – Deb Crawford, Board Member left the meeting

While the Board was concerned the strategy didn't identify priorities, they were assured the ESC LHIN Annual Business Plan (ABP) would outline timelines for all initiatives in Q4 2017-2018. The Board was advised this strategy was a snapshot and was prepared at the request of the Ministry to provide our LHIN's approach to regional vision care and following receipt of Ministry comments, implementation and timeline details will be developed by the LHIN. The Board requested LHIN staff to include a note when posting the Strategy to the LHIN website, stating an implementation plan, priorities setting and timelines would follow.

**MOTION: Moved by Lindsay Boyd and seconded by Rick Charlebois that the ESC LHIN Board of Directors endorses the ESC LHIN Regional Vision Care Strategy to be forwarded to the Ministry of Health & Long-Term Care for review and support.**

**Motion Passed**

## **7. Health Services Provider Financial Review**

Pete Crvenkovski, Vice President, Performance, Accountability & Finance, spoke to the Health Service Provider Financial Review document (*on file*) which was distributed to the Board prior to the Board Meeting noting the data remains consistent i.e.: discussions continue with the Ministry and working capital deficits have significant impact.

## **8. Funding**

### **8.1 Urgent Priority Funding**

#### **8.1.1 2017-2018 Surge Pressures – ESC LHIN Hospitals**

Ralph Ganter, CEO spoke to a Request For Funds (*on file*) distributed to the Board prior to the Board Meeting, noting that following last year's province-wide hospital bedded capacity pressures from flu and respiratory conditions, the Ministry has provided LHIN hospitals with additional resources to enable temporary capacity to overcome increased demand. The ESC LHIN share of provincial resources is composed of 30 surge beds and 24 flex beds. The 30 surge beds are distributed as 20 beds to WRH and 10 beds to Bluewater Health. The 24 flex beds are made available as additional elective resources.

...4

4.

LHIN staff typically target Urgent Priority Fund (UPF) resources for surge events. In this fiscal year the LHIN has reserved \$1m in resources to augment the provincial resources. Given that the surge event could take place over the Christmas weeks, LHIN staff are asking the LHIN Board for approval to allocate the UPF funding to address any short term crisis events dealing with capacity pressures. At a rate of \$400.00 per day, the \$1M allocation could provide the equivalent of 2500 bed days of capacity which would equate to approximately 25 additional hospital beds. The funding request is being presented to the Board as the total funding that will be allocated to the initiative will exceed the Chief Executive Officer's delegation of authority. The funding provided in this allocation will be utilized to provide additional support to our institutions that require emergency capacity in the event of a capacity surge and is expected to provide relief to the medicine orientated units as well as to the Emergency department. The funding is also expected to provide stability in surgical services that may be impacted by off service patient occupancy. Because the funding is one-time in nature it can realistically only be utilized for temporary capacity up until March 31, 2018 and can assist in augmenting those agencies not benefiting from the provincial based resources.

@ 2:38 pm – Lindsay Boyd, Board Member left the meeting

Board Chair, Martin Girash advised the Board that the Deputy Minister has discussed with LHIN Board Chairs the need to plan ahead for surge.

@ 2:44 pm – Lindsay Boyd, Board Member left the meeting

**MOTION: Moved by Sheila MacKinnon and seconded by Sharon Pillon that the ESC LHIN Board of Directors authorizes the ESC LHIN CEO to utilize up to \$1M in elective Urgent Priority Funds that will be made available to LHIN hospitals during the anticipated flu surge event, allocating the funding to maintain a reasonable occupancy in the Emergency Department and Medical Units of local LHIN hospitals and guide the distribution of funds by the local surge contingency plan, and report back to the Board at ongoing Board Meetings through to the end of the flu season.**

**Motion Passed**

9. Committee / Council Recommendations

9.1 Finance & Audit (F&A) Committee

9.1.1 ESC LHIN September 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 September 2017 Financial Statements as recommended by the Finance & Audit Committee.**

**Motion Passed**

**10. Committee / Council Recommendations**  
**10.1 Governance & Nominating Committee**  
**10.1.1 Task Force – Organizational Development**

**MOTION:** *Moved by Sheila MacKinnon and seconded by Susan Martin that the ESC LHIN Board of Directors approves the establishment of the Task Force – Organizational Development as recommended by the Governance & Nominating Committee*

**Motion Passed**

**11. Consent Agenda**

**MOTION:** *Moved by Sheila MacKinnon and seconded by Susan Martin that the ESC LHIN Board of Directors accepts as presented or approves when required, by a single Consent Motion, the following items:*

- *Approval – Board Minutes (all on file)*
  - *Open Board Meeting – October 17, 2017*
  - *“Special” Open Board Meeting – November 6, 2017*
  - *“Special” Open Board Meeting – November 6, 2017*

**Motion Passed**

**12. Reports**

**12.1 Board Chair**

Martin Girash, Board Chair spoke to a written report (*on file*) which was distributed to the Board prior to the Board Meeting highlighting:

- measurement – its characteristics, challenge and context
- understanding the indigenous experience

The Board Chair invited Sarah May Garcia, ESC LHIN, Lead System Design to update the Board regarding core on-line Indigenous Cultural Safety Training advising 400 registration places were available and open for not only our LHIN Board and staff but health service providers as well. Tanya Baniak, ESC LHIN, Indigenous Liaison was acknowledged by the Board Chair for her valuable assistance and Indigenous Chief pre-meeting coaching.

**MOTION:** *Moved by Sharon Pillon and seconded by Rick Charlebois that the Erie St. Clair LHIN Board receives, as presented, the Board Chair's Report.*

**Motion Passed**

**12.2 Chief Executive Officer**

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

- Opioid Update
- Heath Links
- Medical Supplies – Chain Management

**MOTION: Moved by Sharon Pillon and seconded by Lindsay Boyd 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 3:29 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:

- Personal or public interest
- Security of the LHIN and its directors
- Matters prescribed by regulations

**MOTION: Moved by Lindsay Boyd and seconded by Rick Charlebois 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 6:09 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 Rick Charlebois that the ESC LHIN Board reconvenes the Open Board Meeting.**

**Motion Passed**

**15. Adjournment**

At 6:10 pm the ESC LHIN Board adjourned the Open Board Meeting of November 21, 2017.

**MOTION: Moved by Lindsay Boyd and seconded by Susan Martin that the ESC LHIN Open Board Meeting of November 21, 2017 be adjourned.**

**Motion Passed**

APPROVED: \_\_\_\_\_

*Martin Girash*  
Martin Girash  
Board Chair, Erie St. Clair LHIN

DATE: \_\_\_\_\_

*January 24, 2018*