

**Hamilton Niagara Haldimand Brant
Local Health Integration Network**

Minutes of the Business Meeting of the Board of Directors December 12, 2018

A meeting of the Board of Directors of the Hamilton Niagara Haldimand Brant (HNHB) Local Health Integration Network (LHIN) was held on December 12, 2018, at the Webster/Albion Falls meeting room, HNHB LHIN, 211 Pritchard Rd. Hamilton, Ontario, beginning at 2:00 p.m.

PRESENT:

Voting Members: Bill Thompson, Vice Chair
Bill Chopp, Member
Madhuri Ramakrishnan, Member
Marianne Knight, Member
Shelley Moneta, Member
Suzanne Belanger-Fontaine, Member
Dominic Ventresca, Member
Paul Armstrong, Member
Saqib Cheema, Member

Regrets:

HNHB LHIN Staff in
Attendance:

Donna Cripps, Chief Executive Office
Jodi Sanders, Interim Executive Assistant, Board of Directors and Recording Secretary
Trish Nelson, Director, Communications
Rosalind Tarrant, VP, Health System Strategy and Integration
Miranda Ingridelli, VP People and Talent Management
Emily Christoffersen, VP Commissioning, Performance and Accountability
Jennifer Everson, VP Clinical
Cindy Ward, VP, Resource Stewardship and CFO
Angela Cox, Director, Quality, Performance and Accountability
Martina Rozsa, VP Home and Community Care
Andrew Szasz, Director, Information Systems & Technology
Derek Bodden, Director, Finance
Linda Hunter, Director, Capital

A. Convening the Meeting

A.1 Call to Order

A quorum was present.

A.2 Approval of the Agenda of December 12, 2018

MOVED: Saqib Cheema

SECOND: Madhuri Ramakrishnan

That the agenda of December 12, 2018, be adopted, as circulated.

CARRIED

A.3 Declaration of Conflicts

- No conflicts declared

B. Consent Agenda

B.1 Consent agenda of December 12, 2018

MOVED: Shelley Moneta

SECOND: Paul Armstrong

That the Board of Directors adopts the consent agenda of December 12, 2018 consisting of:

- Minutes of Board of Directors – Business Meeting of October 31, 2018

CARRIED

C. Reports

C.1 Report of the Chief Executive Officer

MOVED: Bill Thompson

SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Chief Executive Officer (CEO).

CARRIED

Key Points of Discussion:

- Hospice funding for Carpenter Hospice and St. Joseph's Villa announced by the Ministry of Health and Long-Term Care.
- Grand opening of Joseph Brant Hospital occurred on December 11, 2018.
- Additional mental health and addictions funding from the ministry is anticipated however funding parameters are unknown at this time therefore Requests for Proposals are not being undertaken by this LHIN.
- The operation approval of the Overdose Prevention Site in Hamilton has been extended until January 31, 2019. An application to become a Consumption Treatment Site would need to occur at that time.
- HNHB will receive an additional \$4M for surge beds (seasonal increases) in three hospitals (27 beds for Hamilton Health Sciences, 20 beds for Niagara Health System, and 20 beds for Joseph Brant) to manage surge until March 31, 2019.
- Multiple requests have been submitted to the ministry to fill mission critical non-union roles. Patient-facing roles are not impacted by the provincial hiring directive.
- West Lincoln funding is to remediate current situation and is not a contribution to the rebuild.

C.2 Report of the Vice Chair

MOVED: Marianne Knight

SECOND: Paul Armstrong

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Vice Chair.

CARRIED

Key Points of Discussion:

- Mississaugas of the New Credit First Nation is looking at health care as an important element of their strategic planning and is looking forward to ongoing dialogue with the HNHB LHIN.
- Niagara Health System Partner event included information on artificial intelligence and health care
- LHIN Chair Council Strategic Retreat focused on the effects of policy changes and the impact of hiring freezes in non-medical areas (e.g. planning, finance and administration) on maintaining service delivery levels.

C.3 Report of the Audit Committee Chair

MOVED: Madhuri Ramakrishnan

SECOND: Saqib Cheema

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Audit Committee Chair.

CARRIED

i. Consent Agenda of December 5, 2018

MOVED: Bill Thompson

SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Audit Committee consent agenda of December 5, 2018.

CARRIED

ii. New/Other Business

a) HNHB LHIN Operations – Monthly Financial Update

MOVED: Dominic Ventresca

SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the September 30, 2018 financial update for LHIN operations.

CARRIED

Key Points of Discussion:

- In response to questions regarding Table 1:
 - Additional Hip and Knee Bundled Care and ICCP 2.0 funding is offset by funds returned to the ministry for redistribution to hospitals who are providing those services.
 - \$1.2M in one-time funding is designated by the Ministry of Health and Long-Term Care for specific programs.

b) Annual Business Plan: Spending and Staffing Plans

MOVED: Bill Thompson
SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the spending and staffing plans as presented and direct the Chief Executive Officer to:

- i. append these spending and staffing plans to the Annual Business Plan for submission to the Ministry of Health and Long-Term Care; and
- ii. in the event that the Ministry of Health and Long-Term Care's initial review results in any changes, return the plans for further Board review.

CARRIED

Key Points of Discussion:

- \$4M in this fiscal year is allocated for this fiscal year only and may not be received next year.

c) Community Investment Funding

i. Rapid Access Addiction Medicine Improving Access to Primary Care Addiction Services in the Community

MOVED: Bill Thompson
SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve:

- up to \$135,000 base funding to Good Shepherd Non-Profit Homes Inc. in 2019-20 to support increased access to primary care addiction services in the community as part of an Integrated Rapid Access Addictions Medicine program that spans hospital to community in partnership with St. Joseph's Healthcare Hamilton; and
- that the program be evaluated after 20 months for confirmation of ongoing base funding.

CARRIED

Key Points of Discussion:

- Project is short term (four months) commencing in December 2018 for the winter months. The 2017 men's program was likewise funded on a one-time basis.
- Future funding to be considered by the Board at a later date.

ii. Expansion of Community Withdrawal Shelters for Youth

MOVED: Bill Thompson

SECOND: Suzanne Belanger-Fontaine

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve:

- up to \$68,550 base funding in 2019-20 to Good Shepherd Centres Hamilton; and up to \$159,700 base funding in 2019-20 to St. Joseph's Healthcare Hamilton to support expanded hours of operation and two additional community withdrawal management beds at Notre Dame Youth Shelter, Hamilton; and
- that the Youth Substance Use program be evaluated after 20 months for confirmation of ongoing base funding.

CARRIED

iii. Community Paramedicine

MOVED: Bill Thompson

SECOND: Dominic Ventresca

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve up to \$278,877 in base funding in 2019-20 to support the Paramedic Services Community Paramedicine programs to the Health Service Providers identified in Table 1.

Table 1 Community Paramedicine Programs

Health Service Provider	Program	2018-19 Base Funding
Alzheimer Society of Brant Haldimand Norfolk Hamilton Halton Brant	Brant Paramedic Services	\$80,660
City Housing Hamilton	Hamilton Paramedic Services	\$5,022
The Regional Municipality of Niagara	Niagara Paramedic Services	\$154,095
Alzheimer Society of Brant Haldimand Norfolk Hamilton Halton	Norfolk Paramedic Services	\$39,100
Total		\$278,877

CARRIED

Key Points of Discussion:

- Program is regularly monitored and has been funded for the last two years.

C.4 Report of the Quality and Safety Committee Chair

MOVED: Paul Armstrong
SECOND: Saqib Cheema

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Quality and Safety Committee Chair.

CARRIED

i. Consent Agenda of December 5, 2018

MOVED: Shelley Moneta
SECOND: Saqib Cheema

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Quality and Safety Committee consent agenda of December 5, 2018.

CARRIED

ii. New/Other Business

a) Emergency Preparedness and Incident Management

MOVED: Dominic Ventresca
SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve a revised Emergency Preparedness and Incident Management Policy, including additional details related to the Purpose and Application indicating its applicability to Executive Team members and staff.

CARRIED

b) Patient Safety Report

MOVED: Shelley Moneta
SECOND: Marianne Knight

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Patient Safety Report.

CARRIED

c) Ministry-LHIN Accountability Agreement (MLAA) Performance Indicators Quarterly Report

MOVED: Shelley Moneta
SECOND: Saqib Cheema

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Ministry-LHIN Accountability Agreement Performance Indicators Quarterly Report.

CARRIED

d) Quality Improvement Plan Quarterly Report (Q2)

MOVED: Marianne Knight
SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the HNHB LHIN Quality Improvement Plan Quarterly Report (Q2).

CARRIED

C.5 Report of the Governance Working Group Chair

MOVED: Bill Thompson
SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Governance Working Group Chair.

CARRIED

i. Consent Agenda of December 5, 2018

MOVED: Dominic Ventresca
SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Governance Working Group consent agenda of December 5, 2018.

CARRIED

ii. New/Other Business

a) 2018-19 Annual Business Plan Q3 Update

MOVED: Dominic Ventresca
SECOND: Marianne Knight

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the 2018-19 Annual Business Plan Update.

CARRIED

b) 2019-20 Annual Business Plan

MOVED: Dominic Ventresca
SECOND: Paul Armstrong

That Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the draft 2019-20 Annual Business Plan for review by the Ministry of Health and Long-Term Care.

CARRIED

c) Governance to Governance Sessions

MOVED: Dominic Ventresca

SECOND: Shelley Moneta

That the Governance Working Group recommends that the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network:

- receive and file the November 2018 Report on Governance to Governance Engagement: A Plan to Advance Transformational Change; and
- direct LHIN staff to work with health service providers within the three sub-regions to submit a plan to the HNHB LHIN by February 15, 2019 as outlined in Table 1.

Table 1 Sub-region Governance to Governance follow up actions

Sub-Region	Recommendation
Haldimand Norfolk Sub-Region	That LHIN-funded mental health and addictions providers in the Haldimand Norfolk sub-region develop a strategy to improve awareness and access to community-based mental health and addictions services that will result in reduced wait times and will improve coordination of care between providers so that patients experience timely care and seamless transitions.
Brant Sub-Region	That LHIN-funded mental health and addictions providers in the Brant sub-region develop a model for an integrated program where partners will work across the continuum of mental health and addictions services to reduce wait times and improve coordination of care between providers so that patients experience timely care and seamless transitions.
Niagara Sub-Region	That LHIN-funded community health centres in the Niagara sub-region develop a primary care recruitment strategy and implementation plan that will include a core team of primary care physicians who can provide oversight to other health care professionals resulting in improved access to primary care services.

CARRIED

d) Board Membership Contingency Plan

MOVED: Dominic Ventresca

SECOND: Madhuri Ramakrishnan

Whereas the Chair of the Board of Directors (Board) of the Hamilton Niagara Haldimand Brant Local Health Integration Network (LHIN) resigned effective August 31, 2018, and

Whereas, the Lieutenant Governor in Council has not designated a Chair to replace the vacant position, and

Whereas, the Order in Council of the Vice Chair is set to expire on December 31, 2018, and

Whereas, there is no additional Board meeting scheduled prior to the expiry of the Vice Chair's Order in Council, and

Whereas, the Order in Council of two other Board members are set expire on December 31, 2018 and February 26, 2019 respectively, and

Whereas, it is unknown whether or not the Lieutenant Governor in Council will designate a Chair or Vice Chair effective January 1, 2019;

Therefore, be it resolved that in the event that the Lieutenant Governor in Council:

- i. Does not designate a Chair or Vice Chair effective January 1, 2019; and/or
- ii. Does not reappoint Board members whose Order in Council is set to expire on December 31, 2018; and/or
- iii. Does not reappoint the Board member whose Order in Council is set to expire on February 26, 2019;

And given that the Board, in fulfilling its responsibilities to manage and control the affairs of the Hamilton Niagara Haldimand Brant LHIN, consider it to be in the public interest for:

- i. the Board to ensure that a Board member is selected as Vice Chair in advance of and effective January 1, 2019, with the understanding that the Board-selected Vice Chair will have all the authorities set out in By-Law 1 Section 6(02), including the authority to sign all documents requiring the Chair's signature, notwithstanding that the Board may elect to impose conditions on such authorities, as the Board may consider appropriate, as provided in the *Local Health System Integration Act, 2006*, until such time as the Lieutenant Governor in Council designates a Chair or Vice Chair; and
- ii. the Board, in the event that those members whose Orders in Councils are set to expire on December 31, 2018 and February 26, 2019 respectively are not renewed prior to the expiration date, ensure knowledge and oversight continuity by retaining those individuals as volunteer committee members;

that the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve:

- i. Shelley Moneta as Acting Vice Chair as of January 1, 2019;
- ii. Saqib Cheema as Acting Audit Committee Chair as of January 1, 2019;
- iii. Marianne Knight and Shelly Moneta as members of the Audit Committee as of January 1, 2019;
- iv. Shelley Moneta as Acting Governance Working Group Chair; as of January 1, 2019;
- v. William Thompson and Dominic Ventresca as volunteer committee members commencing January 1, 2019 through to December 31, 2019, including all committees they are currently members of;
- vi. Madhuri Ramakrishnan as a volunteer committee member commencing February 27, 2019 through to December 31, 2019, including all committees she currently is a member of; and
- vii. Revisions to the applicable Terms of References to reflect these changes.

CARRIED

Key Points of Discussion:

- The Vice Chair (Acting as Chair) noted that it has been a rewarding experience to work with the HNHB LHIN Board and staff, noting a high-level of dedication and professionalism.

D. New/Other Business

D.1 Multi-Sector Service Accountability Agreement - Indwell

MOVED: Paul Armstrong

SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve a Multi-Sector Service Accountability Agreement with Indwell effective in 2019-20 and transfer current funding for programs flowing from St. Joseph's Healthcare Hamilton to Indwell.

CARRIED

Key Points of Discussion:

- A significant review process was undertaken and Indwell meets the definition of Health Service Provider under the *Local Health System Integration Act, 2006*.
- Direct funding of Indwell provides increased accountability.
- The LHIN will engage in quarterly reviews of Indwell, as is the process with all LHIN-funded Health Service Providers. LHIN staff will work with Indwell to ensure accountability for any administrative function changes as a result of funding flowing directly from the LHIN.

D.2 Multi-Sector Service Accountability Agreement – Vision Loss Rehabilitation Canada

MOVED: Suzanne Belanger-Fontaine

SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the decision to terminate the Multi-Sector Service Accountability Agreement with The Canadian National Institute for the Blind – Central West Region and approve a new Multi-Sector Service Accountability Agreement with Vision Loss Rehabilitation Canada effective April 1, 2019.

CARRIED

Key Points of Discussion:

- The LHIN as multiple health service providers that are national organizations with a local office.
- The administrative changes from the Canadian National Institute for the Blind to Vision Loss Rehabilitation Canada occurred nationally. LHIN Legal has engaged with all impacted LHINs.
- Administrative changes are cost neutral and no additional base funding will be provided.

D.3 Quarterly Declaration of Compliance

MOVED: Saqib Cheema
SECOND: Suzanne Belanger-Fontaine

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network authorizes the Board Chair to declare to the Minister of Health and Long-Term Care that upon due enquiry of the Chief Executive Officer and other appropriate LHIN officers and personnel, and subject to any exceptions identified on Schedule A, to the best of the Board's knowledge and belief, the LHIN has ensured:

1. the LHIN's compliance with the "Principles for LHIN-Managed Quality Based Procedure (QBP) Volume Movement", per the QBP Volume Management Instructions and Operational Policies for Local Health Integration Networks that are issued by the ministry;
2. the completion and accuracy of reports required of the LHIN, pursuant to section 5 of the Broader Public Service Accountability Act (BPSAA), on the use of consultants;
3. the LHIN's compliance with the prohibition, in section 4 of the BPSAA, on engaging lobbyist services using public funds;
4. the LHIN's compliance with all of its obligations under applicable directives issued by the Management Board of Cabinet;
5. the LHIN's compliance with its obligations under the Memorandum of Understanding with the Ministry of Health and Long-Term Care; and
6. the LHIN's compliance with its obligations under the Ministry LHIN Accountability Agreement in effect, during the Applicable Period of September 27, 2018 to December 12, 2018.

CARRIED

E. Adjournment

MOVED: Bill Thompson
SECOND: Dominic Ventresca

That the Board of Directors meeting be adjourned at 3:12 p.m.

CARRIED

Original signed by

Shelley Moneta, Vice Chair

Date

Original signed by

Donna Cripps, Corporate Secretary

Date