

**MISSISSAUGA HALTON LOCAL HEALTH INTEGRATION NETWORK  
BOARD OF DIRECTORS**

March 2, 2017

5 p.m. – 8 p.m.

Mississauga Halton LHIN, 700 Dorval Drive, Suite 500, Oakville, ON

**Minutes of Meeting**

**Attendance**

**Board Members:** Mary Davies, Acting Vice Chair  
Patrick Hop Hing, Member  
Kimbalin Kelly, Member  
Gulzar Ladhani, Member  
Louis Girard, Member  
Rick Johnson, Member

**Regrets:** Kim Piller, Member

**Staff:** Bill MacLeod, CEO  
Liane Fernandes, Sr. Director, Health System Development, Chief Strategy Officer  
Angela Jacobs, Director Transition & Quality  
Maureen Buchanan, Executive Lead, Governance & Communication  
Susan Swartzack, Executive Lead, Health System Performance  
Michelle Collins, Senior Lead – Health System Development  
Shannon Scollard, Executive Assistant, Recording Secretary

**Guests:** Mississauga Halton CCAC:  
David Fry, Vice President, Patient Care  
Jutta Schafler Argao, Vice President, People and Quality

**Minutes to be approved by the Board:** April 6, 2017

**1.0 Call to Order**

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Pursuant to public notice and a quorum being present, the meeting was called to order at 5:00 p.m. with Mary Davies chairing the meeting.

## **2.0 Declaration of Conflict of Interest**

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The Acting Chair called for any changes or declarations of conflict of interest in respect of any matters in the agenda, as circulated, or with the consent agenda. No changes or conflicts of interest were identified.

The Acting Chair called for any agenda items to be withdrawn from the consent agenda for a more fulsome discussion.

The Acting Chair called for a Motion to approve the agenda.

### **MOTION**

It was moved by Louis Girard and seconded by Rick Johnson that the meeting agenda be approved as presented.

**CARRIED**

**[Resolution: 2017-0302-01]**

## **3.0 Consent Agenda**

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The Chair requested a motion for approval of the consent agenda.

Consent Agenda items

### **FOR APPROVAL**

- 3.1 Meeting Minutes – February 2, 2017
- 3.2.1 CEO Certificate of Compliance: January 26 – February 24, 2017
- 3.2.3 BPSAA Attestation: November 25, 2016 – February 24, 2017
- 3.4.6 LHIN Operating Results – January 2017

### **MOTION**

The Audit and Finance Committee recommends Board approval of the Statement of Operations and Balance Sheet for January 2017.

- 3.4.7 Agency Risk Assessment Submission to MOHLTC – February 2017

### **MOTION**

The Audit and Finance Committee recommends Board approval of the February 2017 Agency Risk Assessment.

- 3.5.3 Nomination of Gulzar Ladhani as Chair of the Quality Committee as of April 13, 2017
- 3.5.4 Nomination of Louis Girard as a member of the Governance & Community Nominations Committee
- 3.5.5 Addition of Action Items Tracking to Board and all Committee meeting minutes
- 3.8 Joint Consultation Committee Terms of Reference

### **For Information:**

- 3.4.1 Audit & Finance Committee Report
- 3.4.2 Audit & Finance Meeting Minutes – December 16, 2016
- 3.4.3 2017 Audit Service Plan & Auditing Service Agreement – Deloitte
- 3.4.4 Auditor General Recommendations Update

- 3.4.5 LHIN Renewal – Patients First Risk Register
- 3.5.1 Governance & Community Nominations Committee Report with Work Plan
- 3.5.2 Meeting Minutes: December 8, 2016
- 3.6.1 Quality Committee Report
- 3.6.2 Meeting Minutes: December 8, 2016 and January 30, 2017
- 3.6.3 Mississauga Halton CCAC QIP Presentation
- 3.7 Board Work Plan

#### **MOTION**

It was moved by Gulzar Ladhani and seconded by Rick Johnson to approve the consent agenda.

**CARRIED**

**[Resolution: 2017-0302-02]**

#### **4.0 Business Arising**

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None

#### **5.0 CEO Update**

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##### 5.1 Patients First Update

Bill MacLeod presented an update on Patients First. He restated that not all LHINs will be transitioning on the same date.

There is an expectation that the Board will sign an attestation near the end of March (March 27 or 28, 2017) to attest that the LHIN is or will be ready to transition. It is understood that the Minister of Health and Long-Term Care will sign the orders and issue transition dates on April 7, 2017. It is expected that the LHIN will participate in a cluster transition with the Central West LHIN and conceivably one other LHIN. Clusters will transition later in the process.

A special meeting of the Board of Directors will be scheduled for March 28, 2017.

The new organizational structure was discussed noting a savings of \$770,000 from the transition will be reinvested into direct patient care.

##### 5.2 General Update

Progression on the Trillium Capital Project, a key element in the LHIN's capacity strategy, was discussed.

##### 5.3 Ministry LHIN Accountability Agreement

A letter from the Ministry regarding the revised Memorandum of Understanding (MOU) and Ministry LHIN Accountability Agreement (MLAA) received by the LHIN was discussed.

#### **MOTION**

It was moved by Gulzar Ladhani and seconded by Kimbalin Kelly for the Acting Board Chair to sign the new Ministry LHIN Accountability Agreement.

**CARRIED**

**[Resolution: 2017-0302-03]**

## **6.0 Acting Chair Update**

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### 6.1 Acting Chair Update

The article “Courage under Fire: Embracing Disruption” discussion was moved to the Closed Session.

### 6.2 Board Collaborative Work Space

To enable documentation to be easily accessed by members of the Board, a secure collaborative workspace has been established on SharePoint. The Acting Chair provided an opportunity for comments. Positive feedback was received and the Board has accepted use of the collaborative workspace. It was agreed that all documentation for the Board’s use will now be shared through this method.

A discussion was also held regarding available technology. Board members are asked to contact the executive assistant if they wish to have a dedicated LHIN laptop for their use. The secure laptops include LHIN approved software and would make connecting to the portal and calendar easier.

The use of LHIN supplied hardware would also enable the Board to access LHIN IT support that is not available for personal use computers.

### 6.3 Board Evaluation Survey

The Board is mandated to complete an annual evaluation by the government. This year’s evaluation will be conducted over a two week time period. The Acting Chair has requested that everyone to fill in the survey promptly when received and the LHIN is aiming for 100% response.

Board members who have recently left the LHIN’s Board will also be asked to complete the evaluation.

## **7.0 Strategic Discussion**

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### 7.1 Enterprise Risk Governance

Jutta Schafler Argao, Vice President, People and Quality, MH CCAC

Ms. Schafler Argao gave a presentation to the Board regarding the Enterprise Risk Governance at the MH CCAC.

Discussion included:

- The Board will need to look at risk beyond the Audit & Finance Committee as it is currently reviewed
- The opportunity to review the models prior to transition day to enable staff to provide reports post-transition
- The Ministry has a requirement for reporting however the individual LHINs are able to structure the reporting and oversight as it suits the individual organization
- Deloitte has been very complimentary of the risk management undertaken at the Mississauga Halton LHIN and the MH CCAC

7.2 Home & Community Care Act

David Fry, Vice President, Patient Care, MH CCAC

Mr. Fry provided an overview of the Home & Community Care Act. The discussion focused on areas of the Home & Community Care Act with discussions regarding the MH CCAC complaints, the escalation process and their unique ombudsperson role. Service maximums, care plans, along with patient populations were also touched upon and discussed.

7.3 Long-Term Care Strategy

Liane Fernandes and Michelle Collins presented the Long-Term Care Strategy. Discussion touched on the following:

- 10 Long-Term Care (LTC) facilities have been identified to expand
- 338-350 additional bed licenses are being sought
- Retirement homes were compared to LTC facilities and differences explained
- Stay-at-home options were reviewed as a capacity strategy

**8.0 Items Removed from Consent Agenda**

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None.

**9.0 Closed Session**

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**MOTION**

It was moved by Kimbalin Kelly and seconded by Rick Johnson that pursuant to s9(5) of the Local Health Integration Act of 2006, the March 2, 2017 Mississauga Halton LHIN Board Meeting move into Closed Session to discuss items noted in the Closed Session List.

**CARRIED**

**[Resolution: 2017-0302-04]**

On motion the meeting was returned to Open Session.

**10.0 Action Items**

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Item	Action	Owner	Due-Date
5.1	Set up a special meeting of the Board of Directors for March 28, 2017	Shannon Scollard	March 20, 2017
5.3	Sign the new MOU.	Mary Davies	March 3, 2017
6.2	Provide input, concerns and participation interest to the Executive Assistant for LHIN supplied computers for Board use	All Board Members	March 31, 2017
6.3	Board evaluation completion	All Board Members	TBD

**11.0 Meeting Adjournment**

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**MOTION**

It was moved by Patrick Hop Hing and seconded by Louis Girard that the March 2, 2017 meeting of the Mississauga Halton LHIN Board of Directors be adjourned, with the next regularly scheduled meeting to be held on April 6, 2017 at the Mississauga Halton LHIN office at 700 Dorval Drive, Suite 503 in Oakville ON.

**CARRIED**

**[Resolution: 2017-0302-09]**

*<Original signed by>*

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Mary Davies, Acting Chair

*<Original signed by>*

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Bill MacLeod, Secretary