

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

May 4, 2017

5 p.m. – 8 p.m.

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

**Minutes of Meeting**

**Attendance**

**Board Members:** Neil Skelding, Board Chair  
Mary Davies, Vice Chair  
Kim Piller, Member  
Patrick Hop Hing, Member  
Kimbalin Kelly, Member  
Gulzar Ladhani, Member  
Louis Girard, Member  
Rick Johnson, Member  
Rhonda Lawson, Member

**Regrets:** Liane Fernandes, Sr. Director, Health System Development, Chief Strategy Officer

**Staff:** Bill MacLeod, CEO  
Angela Jacobs, Director Transition & Quality  
Maureen Buchanan, Executive Lead, Governance & Communication  
Dale McGregor, Chief Financial Officer and Senior Director, Health System Performance/ Decision Support and Information Management  
Mira Backo-Shannon, Vice President Clinical  
Shannon Scollard, Executive Assistant, Recording Secretary

**CCAC:** Jutta Schafler Argao, Vice President, People & Quality  
Angie Burden, Vice President, Regional Programs & Strategic Development  
David Fry, Vice President, Patient Care  
Richelle Komes, Executive Coordinator to CEO, Administrative Lead & Governance Liaison

**Minutes to be approved by the Board:** June 1, 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 5:05 p.m. with Neil Skelding chairing the meeting.

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

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The Chair called for any agenda items to be withdrawn from the consent agenda for a more fulsome discussion.

The Chair called for a Motion to approve the agenda.

#### **MOTION**

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

**CARRIED**

**[Resolution: 2017-0504-01]**

### **3.0 Business Arising**

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None

### **4.0 Chair and Committee Chairs' Reports**

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#### *Neil Skelding – Board Chair*

A new meeting format has been adopted and was shared with the Board. It was noted that the consent agenda was moved to the end of the meeting as a best practice.

#### *Mary Davies – Governance & Community Nominations*

A discussion on the use of meeting evaluations was held. Verbal evaluations will continue at the end of each meeting with an online evaluation being circulated on a semi-annual basis. It was agreed that the executive assistant will circulate the evaluations prior to the next scheduled board meeting.

A request for other LHINs' skill matrix will be made. These documents will be used to reexamine the current skill matrix of the Mississauga Halton LHIN Board

#### *Gulzar Ladhani – Quality*

There will be a meeting on June 8, 2017. The April 2017 meeting was cancelled.

*Patrick Hop Hing – Audit & Finance*

Mr. Hop Hing reported on the recent meeting of the Audit & Finance Committee. He noted that a summary of the meeting was included in the Board package and that several approval items were coming forward in the meeting, including policy revisions for Board Delegation, Banking Authorities, as well as approval for an additional bank account as part of the transfer of CCAC assets.

## **5.0 Generative Discussion**

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### Board Retreat/Director's Day Planning

Discussion was held on the 2017 Board Retreat and Director's Day events proposed for the fall. A request for services will be sent out to vendors of record to obtain a professional facilitation firm. Recommendations will be brought to the Governance & Community Nominations Committee for review.

Once the consultant is chosen interviews will be set up with all board members to provide insight for the upcoming sessions.

Comments were made regarding the feedback received by the Community Governance Consultation Group that more communication is needed with the HSPs. It was requested that this is discussed at the board retreat.

## **6.0 Strategic Discussion**

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Bill MacLeod gave an update regarding the LHIN's transition readiness.

The first LHIN/CCAC integration took place yesterday and was successful. There were no complaints and it was noted that this was a good transition.

Angie Burden and Angela Jacobs are the transition leads for the CCAC and the Mississauga Halton LHIN. It was noted that the organizations are very close to readiness with only a few minor outstanding items needing attention closer to the transition day.

A high level over view was given that touched on training, call schedule with the ministry leading up to transition day and accounting.

Human resources is moving forward with organizational design which will continue after transition day. It was noted that titles and pay are yet to be harmonized and the organization will have two separate payroll systems for the time being. This was a province wide decision. HSSO is continuing to support both payroll systems and they will be consolidated at a later date.

Continuity is a key part of the patient care aspect of the transition. Scripts are being drafted for the front line workers and the care teams and coordinators will be given new language. Additional staff will be put in place for the care access team so they can increase their time spent on individual calls.

Mr. MacLeod presented highlights of the Provincial Budget Summary to the Board.

The provincial budget had a focus on health and the LHIN did well at both a macro level and micro level. The Trillium Health Partners (THP) capital expansion was profiled by the premiere. The public announcement is not yet finalized.

Funding is available for growth for both Halton Healthcare and THP hospitals. This investment will allow continued investment in growth services.

The Mississauga Halton LHIN came away positively affected by the budget.

Mr. MacLeod discussed the Home and Community Care Values.

The ministry, through public consultation, has developed the Home and Community Care Values. It was noted that an exercise is planned during either the board retreat or director's day around board values.

The LHIN is beginning the process of collecting key values from the CCAC and the LHIN. It was noted that some of the CCAC values align with the LHIN but not 100%.

## **7.0 Consent Agenda**

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

Consent Agenda items

### **FOR APPROVAL**

Items

### **MOTION**

It was moved by Patrick Hop Hing and seconded by Kimbalin Kelly to approve the consent agenda.

**CARRIED**

**[Resolution: 2017-0504-02]**

## **8.0 Items Removed from Consent Agenda**

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The following items were removed from the consent agenda:

- GP006 – Delegation of Financial Authority
- GP007 – Bank Authorization and Security – New LHIN Bank Account Authorization

A discussion took place regarding the details of the policies with the CFO providing insight.

**9.0 Closed Session**

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**MOTION**

It was moved by Mary Davies and seconded by Rick Johnson that pursuant to s9(5) of the Local Health Integration Act of 2006, the May 4, 2017 Mississauga Halton LHIN Board Meeting move into Closed Session to discuss items noted in the Closed Session List..

**CARRIED**

**[Resolution: 2017-0504-03]**

On motion the meeting was returned to Open Session.

**10.0 Action Items**

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Item	Action	Owner	Due-Date
4.0	Circulate the evaluation form.	Shannon Scollard	May 19, 2017
8.0	Audit & Finance Committee will review all policies pertaining to banking authority and signing limits	A&F Committee	June 1, 2017

**11.0 Meeting Adjournment**

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**MOTION**

It was moved by Gulzar Ladhani and seconded by Kim Piller that the May 4, 2017 meeting of the Mississauga Halton LHIN Board of Directors be adjourned, with the next regularly scheduled meeting to be held on June 1, 2017 at the Mississauga Halton LHIN office at 700 Dorval Drive, Suite 503 in Oakville ON.

**CARRIED**

**[Resolution: 2017-0504-06]**

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<original signed by>

Neil Skelding, Board Chair

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<original signed by>

Bill MacLeod, Secretary