

## BOARD OF DIRECTORS MEETING MINUTES

North West LHIN Office  
975 Alloy Drive, Thunder Bay ON

January 31, 2017  
9:00 am (Eastern)

<b>Present</b>	Dan Levesque, Interim Chair Gil Labine, Vice Chair Cathy Farrell Tim Berube Herbert ZoBell Tina Copenace Carol Neff Darryl Allan T/C	<b>Staff</b>	Laura Kokocinski Susan Pilatzke Brian Ktytor Petronilla Ndebele
		<b>Recording Secretary</b>	Robin Orr

### Regrets

Item #	To Be Accomplished	Action
<b>1.0</b>	<b>PROCEDURAL ITEMS</b>	
1.1	<b>Call to Order</b> The meeting was called to order at 9:00 am (Eastern) by Chair D. Levesque. Terry Bortolin, North West CCAC Board Member and North West LHIN staff were introduced and welcomed to the meeting.	
1.2	<b>Declaration of Conflict of Interest</b> None declared.	
1.3	<b>Approval of Agenda</b> The agenda was approval as presented.	
1.4	<b>Business Arising</b> An update on action items from the December 13, 2016 Board of Directors meeting was provided as follows: <ul style="list-style-type: none"> <li>• The Governance and Nominations, and Audit and Finance Committee Terms of Reference will be updated by R. Ferguson and L. Corkum to identify the Board Chair as an Ex-Officio Voting Member on both committees.</li> <li>• Policy GP-109 Policy Review and Monitoring has been updated to include revisions approved by the Board.</li> </ul>	
<b>2.0</b>	<b>BOARD EDUCATION</b> None	
<b>3.0</b>	<b>BOARD LINKAGES</b>	

Item #	To Be Accomplished	Action
3.1	<p><b>North West CCAC Board Meeting Update</b></p> <p>H. ZoBell provided an update on the December 14, 2016 North West CCAC Board meeting which he attended, discussion highlights of the meeting included:</p> <ul style="list-style-type: none"> <li>• Amendments to the Occupational Health and Safety Workplace Harassment legislation which took effect on January 1, 2017.</li> <li>• Capacity pressures and staffing issues due to sickness which occurred over the holiday session.</li> <li>• Potential operational risks related to the transition.</li> <li>• Operational workplan and priorities were also discussed.</li> </ul> <p>C. Farrell also provided an update on the North West CCAC Board meeting which she attended on January 11, 2017, and noted:</p> <ul style="list-style-type: none"> <li>• The North West CCAC CEO advised that Ontario Nurse's Association negotiations are expected to begin in the spring of 2017.</li> </ul> <p>H. ZoBell and C. Farrell were thanked for their reports.</p>	
3.2	<p><b>Chair Report</b></p> <p>The Interim Board Chair provided an update on recent activities including:</p> <ul style="list-style-type: none"> <li>• On December 14, 2016 the North West LHIN Interim Board Chair of Health and CEO met with the Board Chair, Chief Medical Officer and CEO from the Thunder Bay District Health Unit (TBDHU). It was agreed the meeting was a good opportunity to exchange information and begin strengthening relationships.</li> <li>• The North West LHIN Interim Board Chair and CEO will attend and present at the TBDHU March 2017 Board meeting.</li> <li>• Options for a full Board to Board meeting will be explored for the spring of 2017.</li> <li>• Discussion items at the December 15, 2016 LHIN Board Chair Council meeting included the new organizational structure, a LHIN compensation framework and LHIN By-laws.</li> <li>• At the January 19 LHIN Board Chair meeting, the Deputy Minister noted Board appointments would be confirmed by the end of February 2017. May 1, 2017 has been confirmed as Transition Day.</li> <li>• The Board evaluation process was discussed at the January 19 LHIN Leadership Council meeting. The year 3 process is expected to be a shorter version. G. Labine offered to review the Deloitte contract on behalf of the Chair Council.</li> </ul>	

Item #	To Be Accomplished	Action
	Contact J. Fisk, Board Chair at Waterloo Wellington LHIN to obtain a copy of the contract for review.	D. Levesque
<b>4.0</b>	<b>CONSENT AGENDA</b>	
4.1	<p><b>Board of Directors Meeting Minutes December 13, 2016</b></p> <p>The December 13, 2016 Board of Directors Meeting Minutes were pulled from the consent agenda for corrections. The following amendments were identified and the minutes will be updated as follows:</p> <ul style="list-style-type: none"> <li>• 5.3-1 - <i>the second sentence will be updated to read: Improvements were noted in eight of the fourteen indicators, and four are generally unchanged.</i></li> <li>• 6.1.1 - <i>the word “likely” will be changed to “unlikely”.</i></li> </ul> <p><b><u>Resolution #2017 - 01</u></b>  <b>Moved by C. Neff and seconded by H. ZoBell that the North West LHIN Board of Directors approve the December 13, 2016 Board of Director meeting minutes as amended.</b>  <b>CARRIED</b></p>	R. Orr
4.2	<p><b>Declaration of Compliance - October 1, 2016 - December 31, 2016</b></p> <p><b><u>Resolution #2017 - 02</u></b>  <b>Moved by G. Labine and seconded by T. Berube that the North West LHIN Board of Directors approve the one remaining Consent Agenda Item, Declaration of Compliance for October 1, 2016 - December 31, 2016 be approved as presented.</b>  <b>CARRIED</b></p>	
<b>5.0</b>	<b>BOARD ENDS DISCUSSION</b>	
5.1	<b>ENDS Education</b> None	
5.2	<b>ENDS Discussion</b> None	
5.3	<b>ENDS Monitoring</b>	
5.3-1	<p><b>Ministry LHIN Accountability Agreement (MLAA) Indicator Report</b></p> <p>The Q2 Ministry LHIN Accountability Agreement Indicator Report was provided to the Board for discussion. It was noted, there have been no changes to the report since December 2016. Discussion ensued, and clarification was provided related to overcapacity and percentage of home care service clients receiving care within five days.</p>	
5.4	<b>Generative Discussion</b> None	

Item #	To Be Accomplished	Action
<b>6.0</b>	<b>BOARD DECISIONS/PROCESSES</b>	
6.1	<b>Committee Reports</b> None	
6.2	<b>Policy Review</b>	
6.2-1	<b>EL-102 Public Image</b> Policy EL-102 Public Image was reviewed, no changes were recommended.	
6.3	<b>LHIN Operations</b>	
6.3-1	<p><b>HAGI Community Services (HAGI) / Northwestern Independent Living Services (NILS) Integration Proposal</b> B. Ktytor provided an overview of the proposed voluntary integration of HAGI Community Services (HAGI) and Northwestern Independent Living Services (NILS) as outlined in the previously distributed briefing note.</p> <p>The Board was asked to support a motion to not oppose the voluntary integration of HAGI and NILS as outlined in the briefing note recommendation.</p> <p><b><u>Resolution #2017 - 03</u></b> <b>Moved by G. Labine and seconded by T. Berube that the North West LHIN Board of Directors not oppose the proposed voluntary integration of HAGI Community Supports for Independence and Northwestern Independent Living Services, effective April 1, 2017, that includes a one-time funding transfer of \$15,000 in 2016/17 and \$129,000 in 2017/18 to support integration activities, as funding is available.</b> <b>CARRIED</b></p> <p>Health service providers and North West LHIN staff were recognized for their time and dedication related to this integration.</p>	L. Kokocinski
<b>7.0</b>	<b>MONITORING REPORTS</b>	
7.1	<p><b>EL-104 Asset Protection</b> Monitoring Report EL-104 Asset Protection was presented for approval. Following transition day, this Monitoring Report will be revised to include assets transferred from the North West CCAC.</p> <p><b><u>Resolution #2017 - 04</u></b> <b>Moved by C. Farrell and seconded by C. Neff that the North West LHIN Board of Directors approve Monitoring Report EL-104 Asset Protection as presented.</b> <b>CARRIED</b></p>	
<b>8.0</b>	<b>INFORMATION</b>	

Item #	To Be Accomplished	Action
8.1	<p><b>North West LHIN Sub-Regions</b> S. Pilatzke provided a high level overview of North West LHIN sub-regions as outlined in the previously distributed presentation. Highlights included:</p> <ul style="list-style-type: none"> <li>• background information,</li> <li>• an overview map of the sub-regions, and</li> <li>• next steps.</li> </ul>	
8.2	<p><b>Emo Health Centre X-Ray Services</b> B. Ktytor provided an overview of the change in services that Riverside Health Care (RHC) implemented regarding the consolidation of X-Ray services. A briefing note was provided and discussed outlining that due process was conducted appropriately by Riverside Health Care Board of Directors and Management, and that North West LHIN staff is recommending no further action at this time.</p> <p>Consensus was reached by the North West LHIN Board that no further action would be taken at this time.</p>	
8.3	<p><b>Travel Expense and Procedures Policy</b> The Board was provided a revised copy of the North West LHIN Travel Expenses and Procedures Policy for information. It was noted this policy has been revised to align with the New Travel, Meals and Hospitality Directive which took effect on January 1, 2017, and was shared at the December 2016 Board meeting.</p>	
8.5	<p><b>CEO Report</b> The CEO Report was provided to the Board for information. A new draft template will be brought forward for Board input at the March Board meeting.</p>	L. Kokocinski
9.0	<p><b>CLOSED SESSION</b></p> <p><b>Resolution #2017 - 05</b> <b>Moved by T. Berube and seconded by T. Copenace that at 9:52 am (Eastern) the Board members attending the meeting, specified above, move into a Closed Session pursuant to the following exception(s) set out in s. 9 (5) of the <i>Local Health System Integration Act (LHSIA), 2006:</i></b> <b>(a) <i>Personal or Public Interest</i></b> <b>(g) <i>Personnel Matters</i></b> <b>And further that the following persons be permitted to attend:</b> <b>L. Kokocinski, B. Ktytor, S. Pilatzke and R Orr.</b> <b>CARRIED</b></p> <p><i>A break was observed from 9.52 am to 10:05 am.</i></p> <p><i>The meeting reconvened following the Closed Session.</i></p>	
9.1	<p><b>Report out of Closed Session</b> None</p>	

Item #	To Be Accomplished	Action
<b>10.0</b>	<b>ADJOURNMENT</b>	
10.1	<b>Meeting Evaluation</b> Completed evaluations to be provided to R. Orr.	
10.2	<b>Future Agenda Items</b> Agenda items to be forwarded to the Chair or to R. Orr by March 7, 2017.	All members
10.3	<b>Date of Next Meeting</b> The next meeting is scheduled for March 28, 2017.	
10.4	<b>Adjournment</b>  <b><u>Resolution #2017 - 09</u></b> <b>Moved by D. Allan and seconded by T. Berube that at 1:15 pm (Eastern) the meeting be adjourned.</b> <b>CARRIED</b>	
	<p>Chair _____</p> <p>Secretary _____</p>	