

## BOARD OF DIRECTORS MEETING MINUTES

North West LHIN Office  
975 Alloy Drive, Thunder Bay ON

March 29, 2016  
9:00 am (Eastern)

**Present** Dan Levesque, Chair  
Tina Copenace  
Cathy Farrell  
Tim Berube  
Herbert ZoBell  
Gil Labine (t/c)  
Darryl Allan  
Dennis Gushulak

**Staff** Laura Kokocinski  
Susan Pilatzke  
Brian Ktytor  
Petronilla Ndebele

**Recording Secretary** 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 9:01 am (Eastern) by Chair D. Levesque. New staff were 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>Approval of Minutes</b> The minutes of the Board of Directors meeting of January 26, 2016 were presented for approval.  <b>Resolution #2016 - 14</b> <b>Moved by D. Gushulak and seconded by T. Berube that the minutes of the Board of Directors meeting of January 26, 2016 be approved as amended.</b> <b>CARRIED</b>	
1.5	<b>Business Arising</b> None	
<b>2.0</b>	<b>BOARD EDUCATION</b>	
2.1	<b>Regional Orthopaedics Program</b> Alex Vistorino, Senior Planning and Integration Consultant	

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	<p>provided a high level overview of the North West LHIN Regional Orthopaedics Program as outlined in the previously distributed presentation. Key points included:</p> <ul style="list-style-type: none"> <li>• Background</li> <li>• Alignment of planning efforts</li> <li>• Overview of the health and health system issues</li> <li>• Planning work and key findings</li> <li>• Regional Orthopaedics program description, and</li> <li>• Next steps</li> </ul> <p>It was noted the “overview of work underway” outlines the process being used to move forward with regional programs that aligns with the Health Services Blueprint. Peer feedback suggested that this program could serve as an example model for Canada as well as other jurisdictions worldwide.</p> <p>Discussion ensued; questions were addressed.</p>	
<b>3.0</b>	<b>BOARD LINKAGES</b>	
3.1	<p>Chair Report</p> <p>D. Levesque provided an update on recent activities including:</p> <ul style="list-style-type: none"> <li>• Attendance at the Pan LHIN Chair meeting and work groups.</li> <li>• Planning is underway to arrange meetings with those health service providers who have been requesting meetings with the North West LHIN Board and CEO.</li> <li>• The North West LHIN Board Chair and Board Director positions were posted last week. A Nominations Committee will be struck to review applications.</li> <li>• D. Gushulak will participate as a panelist at the May 4, 2016 Rural and Northern Health Care Governance Workshop. A report will be shared at the May Board meeting.</li> </ul>	
<b>4.0</b>	<b>BOARD ENDS DISCUSSION</b>	
4.1	<b>ENDS Education</b> None	
4.2	<b>ENDS Discussion</b>	
4.3	<b>ENDS Monitoring</b>	
4.3-1	<p><b>Ministry LHIN Accountability Agreement (MLAA) Indicator Report</b></p> <p>The Q3 MLAA indicator report was shared with the Board. Discussion ensued;</p> <p>It was noted LHIN CEOs are monitoring and reviewing the provincial metrics to understand and determine shared best practices. All LHINs are experiencing issues meeting MRI targets; CEOs are trying to understand root cause.</p>	

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	<p>CEOs are also looking to those LHINs performing well with CT Scans who may offer improvement practices.</p> <p>Discussion ensued; questions were addressed.</p>	
4.3-2	<p><b>Draft 2016/17 CEO Interpretation of Ends Policy</b> L. Kokocinski provided the Board with an overview of the Draft 2016/17 CEO Interpretation of the Ends Policy and a brief explanation of the year-to-year process to determine metrics.</p> <p>The Board was reminded that in 2015/16 the Ministry LHIN Performance Agreement (MLPA) was updated and renamed the Ministry LHIN Accountability Agreement (MLAA), and as a result the CEO Interpretation document was updated at that time to reflect these changes. The CEO Interpretation document continues to reflect these changes and remains unchanged for 2016/17.</p> <p>The Board was asked to support a motion to accept the Draft 2016/17 CEO Interpretation of the Ends Policy.</p> <p>Discussion ensued; questions were addressed.</p> <p>Metrics 1.5.3 and 1.5.4 will be removed from the ENDS policy report.</p> <p><b><u>Resolution #2016 - 15</u></b> <b>Moved by G. Labine and seconded by D. Gushulak that the North West LHIN Board of Directors approve the 2016-2017 Proposed CEO Interpretation of the North West LHIN Board's Ends Policy as revised.</b> <b>CARRIED</b></p> <p><i>A break was observed from 10:00 - 10:10 am.</i></p>	
4.3	<b>Generative Discussion</b>	
5.0	<b>BOARD DECISIONS/PROCESSES</b>	
5.1	<b>Committee Reports</b>	
5.1-1	<p><b><i>Audit and Finance (A &amp; F) Committee</i></b> The Audit and Finance Committee meeting package from February 9, 2016 was pre-distributed to the Board.</p> <p>It was noted the 2016/17 North West LHIN Operating Budget is based on the current mandate; and that should significant changes be required to the budget, the applicable changes required will be re-tabled through the Audit and Finance Committee and brought back to the Board for approval. It was further noted this budget will allow the North West LHIN to execute on its Annual Business plan. The Board was asked to approve a motion to endorse the North West LHIN 2016/17</p>	

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	<p>Operating Budget as provided.</p> <p><b>Resolution #2015 - 16</b>  <b>Moved by H. ZoBell and seconded by D. Gushulak that the North West LHIN Board of Directors endorse the 2016-2017 North West LHIN Board’s Operating Budget as provided.</b>  <b>CARRIED</b></p> <p>Additional items will be addressed later in the agenda.</p>	
5.1-2	<p><b>Governance and Nominations (G &amp; N) Committee</b>  The Governance and Nominations Committee meeting package from February 9, 2016 was pre-distributed. The following items were addressed:</p> <ul style="list-style-type: none"> <li>• D. Levesque will remain as Chair of the Governance and Nominations Committee until a Board Chair is appointed.</li> <li>• The revised Board Planning Cycle for Agenda Control Annual Board Linkage was presented.</li> <li>• A draft Community Engagement Schedule for 2016/17 was shared.</li> </ul> <p>Additional items will be addressed later in the agenda.</p>	
<b>5.2</b>	<b>Policy Review</b>	
5.2-1	<p><b>EN-100 ENDS</b>  Policy EN-100 ENDS was reviewed, no changes were recommended.</p>	
5.2-2	<p><b>EL-104 Asset Protection</b>  Policy EL-104 Asset Protection was tabled for discussion. It was agreed the policy meets monitoring requirements; no changes were recommended.</p>	
5.2-3	<p><b>GP-110 CEO Succession Plan Process</b>  Policy GP 110 CEO Succession plan was reviewed, no changes were recommended.</p>	
<b>5.3</b>	<b>LHIN Operations</b>	
5.3-1	<p><b>Procurement for Medical Services</b>  S. Pilatzke provided an overview of the Procurement for Medical Services briefing note previously distributed to the Board; and noted this is a Pan-LHIN Process that will be implemented to align with the directive of the Ministry. The Board was asked to support a motion to approve and direct the CEO to use the exemption provision of the Broader Public Sector Procurement Directive as outlined in the briefing note.</p> <p><b>Resolution #2016 - 17</b>  <b>Moved by C. Farrell and seconded by H. ZoBell that the North West LHIN Board of Directors approve and direct the CEO of the North West LHIN to use the exemption provision</b></p>	

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	<p><b>of the Broader Public Sector procurement (BPSP) Directive to procure the services of Medical Leads for the LHINs as outlined in the briefing note and appendix A.</b> <b>Carried</b></p>	
5.3-2	<p><b>Hospital Year-end Funding Allocation</b> B. Kytlor provided the Board with an update of the hospital year-end funding allocation. The Board was asked to approve a motion for the reallocation of the surplus funding as outlined in the briefing note.</p> <p><b><u>Resolution #2016 - 18</u></b> <b>Moved by G. Labine and seconded by D. Gushulak that the North West LHIN Board of Directors endorse the reallocation of surplus HSP funding of up to \$1,138,669 as per the breakdown in Attachment 1 of a one-time basis in 2015/16 to support hospital operating pressures.</b> <b>Carried</b></p>	
5.3-3	<p><b>Wabaseemoong Independent Nations - Transfer of Funding to Kenora Chiefs Advisory (KCA)</b> S. Pilatzke presented a recommendation regarding the transfer of community support services and mental health funding from Wabaseemoong Independent Nations to Kenora Chiefs Advisory as outlined in the attached briefing note. The Board was asked to support a motion to not oppose the request for a funding integration as outlined in the briefing note.</p> <p><b><u>Resolution #2016 - 19</u></b> <b>Moved by T. Copenace and seconded by H. ZoBell that the North West LHIN Board of Directors not oppose the request for a funding integration, specifically, the reallocation of \$149,595 in base funding from Wabaseemoong Independent Nations to Kenora Chiefs Advisory effective April 1, 2016; knowing the funding provided to Kenora Chiefs Advisory will be utilized to support the clients in Wabessmoong Independent Nations in the same fashion to that in which it is currently being delivered.</b> <b>Carried</b></p>	
5.3-4	<p><b>Red Lake Margaret Cochenour Memorial Hospital - Pre-Capital Submission</b> B. Kytlor provided an update to the Board regarding the pre-capital submission for Red Lake Margaret Cochenour Memorial Hospital and asked the Board to support a motion to endorse Stage A of the pre-capital submission form as outlined in the attached briefing note.</p> <p><b><u>Resolution #2016 - 20</u></b> <b>Moved by D. Gushulak and seconded by T. Berube that the North West LHIN Board of Directors endorse Part A of the</b></p>	

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	<p><b>Pre-Capital Submission Form submitted by Red Lake Margaret Cochenour Memorial Hospital to renovate their Medical Devices Reprocessing Department (MDRD) and Endoscopy Procedure Room to current standards, subject to the condition that the hospital utilizes their own funds to support the construction and ongoing operating costs of the project and further recommend that the hospital continue to the next stage of the capital process.</b> Carried</p>	
5.3-5	<p><b>2015-16 Board Governed Agency Attestation</b> The Board was provided with an overview of the Board Governed Agency Attestation; it was noted this is a new requirement of the Ministry to submit an annual Board Governed Agency Attestation related to internal controls of risks. The Board was asked to support a motion to allow the Board Chair and CEO to sign and submit the attestation as required.</p> <p><b><u>Resolution #2016 - 21</u></b> <b>Moved by T. Berube and seconded by D. Allan that the North West LHIN Board of Directors approve the 2015-16 Board Governed Agency Attestation as presented, and give direction to the Board Chair and CEO to certify and submit the attestation to the Ministry on behalf of the North West LHIN.</b> Carried</p>	
<b>6.0</b>	<b>MONITORING REPORTS</b>	
6.1	<p><b>EL-106 Treatment of External Stakeholders</b> Monitoring Report EL-106 Treatment of External Stakeholders was presented for approval.</p> <p><b><u>Resolution #2016 - 22</u></b> <b>Moved by D. Allan and seconded by T. Berube that the North West LHIN Board of Directors approve Monitoring Report EL-106 Treatment of External Stakeholders as presented.</b> Carried</p>	
	<p><b>EL-107 Treatment of Staff</b> Monitoring Report EL-107 Treatment of Staff was presented for approval.</p> <p><b><u>Resolution #2016 - 23</u></b> <b>Moved by H. ZoBell and seconded by T. Allan that the North West LHIN Board of Directors approve Monitoring Report EL-107 Treatment of Staff as presented.</b> Carried</p>	
	<p><b>EL-108 Budget Development</b> Monitoring Report EL-108 Budget Development was presented</p>	

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	<p>for approval.</p> <p><b>Resolution #2016 - 24</b>  <b>Moved by H. ZoBell and seconded by D. Gushulak that the North West LHIN Board of Directors approve Monitoring Report EL-108 Budget Development as presented.</b>  <b>Carried</b></p>	
7.0	<b>CONSENT AGENDA</b>	
8.0	<b>INFORMATION</b>	
8.1	<p><b>CEO Report</b>  The CEO Report was presented. Questions raised were addressed.</p>	
9.0	<p><b>CLOSED SESSION</b></p> <p><b>Resolution #2016 - 25</b>  <b>Moved by D. Gushulak and seconded by T. Berube that at 10:58 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 Local Health System Integration Act (LHSIA), 2006:</b>  <i>(i) Personal or Public Interest</i>  <i>(vii) Personnel Matters</i>  <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 10:58 - 11:15 am prior to commencing the Closed Session.</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>	
10.0	<b>ADJOURNMENT</b>	
10.1	<p><b>Meeting Evaluation</b>  Completed evaluations to be provided to R. Orr.</p>	
10.2	<p><b>Future Agenda Items</b>  Agenda items to be forwarded to the Chair or to R. Orr.</p>	All members
10.3	<p><b>Date of Next Meeting</b>  The next meeting is scheduled for April 26, 2016.</p>	
10.4	<p><b>Adjournment</b></p> <p><b>Resolution #2016 – 29</b>  <b>Moved by T. Berube and seconded by T. Copenace that at 2:55 pm (Eastern) the meeting be adjourned.</b>  <b>CARRIED</b></p>	

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	<b>Chair</b> _____  <b>Secretary</b> _____	

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