

BOARD OF DIRECTORS MEETING MINUTES

North West LHIN Office
975 Alloy Drive, Thunder Bay, ON

March 31, 2015
9:00 a.m. (Eastern)

Present	Joy Warkentin, Chair Dan Levesque Cathy Farrell Tina Copenace Gil Labine Dennis Gushulak Darryl Allan Tim Berube	Staff	Laura Kokocinski Susan Pilatzke Brian Ktytor Petty Ndebele Kim Callaghan
		Recording Secretary	Robin Orr

Regrets Herbert ZoBell

Item #	To Be Accomplished	Action
1.0	PROCEDURAL ITEMS	
1.1	Call to Order The meeting was called to order at 9:00 a.m. (Eastern) by Chair J. Warkentin. J. Warkentin announced the three newly appointed Board Directors and introduced and welcomed the two new Board members, Darryl Allan and Tim Berube, in attendance.	
1.2	Declaration of Conflict of Interest None declared.	
1.3	Approval of Agenda The agenda was presented for approval. <u>Resolution #2015 - 16</u> Moved by T. Copenace and seconded by G. Labine that the agenda be approved as presented. CARRIED	
1.4	Approval of Minutes The minutes of the Board of Directors meeting of January 27, 2015, were presented for approval. <u>Resolution #2015 - 17</u> Moved by D. Gushulak and seconded by T. Copenace that the minutes of the Board of Directors meeting of January 27, 2015 be approved as presented.	

Item #	To Be Accomplished	Action
	CARRIED	
1.5	Business Arising No business arising.	
2.0	BOARD EDUCATION	
2.1	<p>Accessibility for Ontarians with Disabilities (AODA) and Violence/Harassment Training</p> <p>D. Zuber, Human Resources Coordinator, North West LHIN outlined the requirements for all North West LHIN Board and staff to complete the AODA and Violence/Harassment Training prior to March 31, 2015, and led a condensed training session. Questions were addressed; further explanation was provided as required.</p> <p>Board members were asked to complete the sign off sheets and provide to R. Orr before the end of the day.</p>	<p>All Members R. Orr</p>
2.2	<p>Health Services Blueprint Year 1-3 Status Update</p> <p>H. Murchison, Director Health System Development and Integration, North West LHIN provided a high level status update on the Health Services Blueprint for years one to three as outlined in the pre-circulated presentation. Key items included:</p> <ul style="list-style-type: none"> • An overview of desired outcomes • The ten year implementation plan • Progress report / achievements over the first three years of the plan <p>More specific details were provided throughout the presentation; questions were addressed. Discussion ensued.</p>	
2.3	<p>eHealth Current State Status Report</p> <p>B. Kytzor reminded the Board there is an eHealth Service Plan for 2013-2016 and gave a very brief overview of the plan. He also noted the North West LHIN is working on a current state and future roadmap for virtual healthcare.</p> <p>D. Newman, Director Project Management Office and Change Management, North West LHIN provided a status report on the current state of eHealth, including an overview on implementation and adoption within the North West LHIN. Highlights of goals and priorities were presented in more detail.</p> <p>Discussion ensued; questions raised were addressed.</p>	
3.0	BOARD LINKAGES	
3.1	<p>Chair Report</p> <ul style="list-style-type: none"> • General Updates J Warkentin provided updates on the following: <ul style="list-style-type: none"> ○ L. Kokocinski was recognized and congratulated on obtaining her Doctorate. 	

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	<ul style="list-style-type: none"> ○ J. Warkentin attended a sharing information session with Dipika Damerla, Associate Minister of Health and Long-Term Care. ○ J. Warkentin and L. Kokocinski participated in a teleconference with the Minister's Chief of Staff at which time a number of items affecting the North West LHIN and an overview of the region was discussed. ● Board Governance Survey Results J. Warkentin presented a summary report of the Board Governance Survey Results. It was noted, although Board and staff responded differently for some questions, other results were well aligned. Overall results were positive. Further discussion of results ensued. <p>It was noted as part of the 2016 Board Governance Survey, in addition to evaluating the Board Chair and the Board as a whole, Board member will be required to review each other.</p>	
4.0	BOARD ENDS DISCUSSION	
4.1	ENDS Education None	
4.2	ENDS Discussion None	
4.3	ENDS Monitoring	
4.3-1	<p>Ministry LHIN Performance Agreement (MLPA) Scorecard The MLPA scorecard was presented for review. General discussion followed. No concerns were raised.</p> <p><i>Broke for lunch at 11:55 a.m.; meeting reconvened at 12:20 pm.</i></p>	
4.3-2	<p>Draft 2015/16 CEO Interpretation of Ends Policy B. Kytlor gave a high level overview of the process used to prepare the CEO Interpretation of the Board Ends Policy Report and how metrics were determined that will provide the Board with the most effective results on achievements of objectives. A more detailed explanation of each change was reviewed. The Board was asked to support a motion to accept the Draft 2015/16 CEO Interpretation of the Ends Policy.</p> <p><u>Resolution #2015 - 18</u> Moved by G. Labine and seconded by D. Gushulak that the North West LHIN Board of Directors approve the Draft 2015-2016 CEO Interpretation of the North West LHIN Board's Ends Policy as outlined and presented. CARRIED</p>	

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5.0	BOARD DECISIONS/PROCESSES	
5.1	Committee Reports	
5.1-1	<p><i>Audit and Finance (A & F) Committee</i> J. Warkentin noted specific items which required review from the February 25, 2015 Audit and Finance Committee meeting would be address later in the agenda.</p>	
5.1-2	<p><i>Governance and Nominations (G & N) Committee</i> D. Levesque provided an update on the February 25, 2015 Governance and Nominations Committee meeting.</p> <p>Members were presented with a revised Board Planning Cycle for Agenda Control. It was noted the May 2015 Board meeting and Community Engagement session was moved to Kenora and Sioux Lookout was moved to September 2015; this change will align with the Health Link announcements in these regions.</p> <p>It was also noted the Board Planning Cycle for Agenda Control was updated to include the review of all Executive Limitation Policies and corresponding monitoring reports on an annual basis to ensure alignment with CEO requirements.</p> <p>In addition, D. Levesque reported the 2015/16 Board Education was prepared and could be subject to change as required.</p>	
5.2	Policy Review	
5.2-1	<p>EL-102 Public Image Policy EL-104 Asset Protection was presented; no changes were recommended.</p>	
5.3	LHIN Operations	
5.3-1	<p>Draft 2015/16 North West LHIN Operations Budget L. Kokocinski presented the 2015/16 North West LHIN Operating Budget. J. Warkentin noted the 2015/16 North West LHIN Operations Budget also includes the Board Operating budget which was approved by the Board at the January 2015 Board meeting.</p> <p><u>Resolution #2015 - 19</u> Moved by D. Gushulak and seconded by C. Farrell that the North West LHIN Board of Directors approve the 2015/16 North West LHIN Operating Budget as presented. CARRIED</p>	
5.3-2	<p>2015/16 H-SAA Update No updates were provided.</p>	
6.0	MONITORING REPORTS	

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6.1	<p>EL-106 Treatment of External Stakeholders Monitoring Report EL-106 Treatment of External Stakeholders was presented for approval.</p> <p><u>Resolution #2015 - 20</u> Moved by T. Copenace and seconded by G. Labine that the North West LHIN Board of Directors approve Monitoring Report EL-106 Treatment of External Stakeholders as presented. CARRIED</p>	
6.2	<p>EL-107 Treatment of Staff Monitoring Report EL-107 Treatment of Staff was presented for approval.</p> <p><u>Resolution #2015 - 21</u> Moved by D. Levesque and seconded by T. Copenace that the North West LHIN Board of Directors approve Monitoring Report EL-107 Treatment of Staff as presented. CARRIED</p>	
6.3	<p>EL-108 Budget Development Monitoring Report EL-108 Budget Development was presented for approval.</p> <p><u>Resolution #2015 - 22</u> Moved by D. Gushulak and seconded by C. Farrell that the North West LHIN Board of Directors approve Monitoring Report EL-108 Budget Development as presented. CARRIED</p>	
7.0	<p>CONSENT AGENDA None</p>	
8.0	<p>INFORMATION</p>	
8.1	<p>IHSP IV - Community Engagement A memorandum and community engagement schedule for 2015/16 was presented for information. B. Kytora provided a brief overview, noting Board members are welcome to attend sessions. He further noted that the Corporate Communications department will be piloting new methods of community engagement that will align with the new North West LHIN Social Media Policy.</p>	
8.2	<p>CEO Report The CEO Report was presented for information.</p> <p>L. Kokocinski provided an additional verbal update, noting on March 6, 2015 a meeting was held in Kenora with Winnipeg Regional Health Authority where a dialog on referrals and repatriation of patients in North Western Ontario took place. Work is underway with the partners and another meeting will be</p>	

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	convened before summer.	
8.3	Information Handouts <ul style="list-style-type: none"> • Conflict of Interest Rules • Political Activities Rules • Who is the Board's Boss - Article from Jan Moore • Patients First: Action Plan for Health Care 	
9.0	CLOSED SESSION <u>Resolution #2015 - 23</u> Moved by T. Copenace and seconded by D. Allan that at 1:15 p.m. (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> <i>(i) Personal or Public Interest</i> <i>(vii) Personnel Matters</i> And further that the following persons be permitted to attend: L. Kokocinski, B. Kytora, S. Pilatzke, and R Orr. CARRIED <i>Meeting reconvened following the Closed Session.</i>	
9.1	Report out of Closed Session The following motions were brought from closed session. <u>Resolution #2015 - 26</u> Moved by G. Labine and seconded by C. Farrell that the North West LHIN Board of Directors approve the Draft 2014 Board Strategic Planning Report for public release and posting to the North West LHIN website, as presented. CARRIED <u>Resolution #2015 - 27</u> Moved by G. Labine and seconded by D. Levesque that the North West LHIN Board of Directors approve the January 2015 Governance to Governance Draft Report for public release and posting to the North West LHIN website, as presented. CARRIED	
10.0	ADJOURNMENT	
10.1	Meeting Evaluation Completed evaluations to be provided to R. Orr.	
10.2	Future Agenda Items Agenda items to be forwarded to the Chair or to R. Orr.	All members
10.3	Date of Next Meeting The next meeting is scheduled for April 28, 2015 in	

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	Thunder Bay, Ontario.	
10.4	Adjournment <u>Resolution #2015 - 31</u> Moved by C. Farrell and seconded by G. Labine that at 3:10p.m. (Eastern) the meeting be adjourned. CARRIED	
	Chair _____ Secretary _____	