

## BOARD OF DIRECTORS MEETING MINUTES

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

April 28, 2015  
9:00 a.m. (Eastern)

<b>Present</b>	Joy Warkentin, Chair Dan Levesque Cathy Farrell Tina Copenace Gil Labine Dennis Gushulak Darryl Allan Tim Berube Herbert ZoBell	<b>Staff</b>	Laura Kokocinski Susan Pilatzke Brian Ktytor Petty 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 a.m. (Eastern) by Chair J. Warkentin. Newly appointed Board Director, Herb ZoBell introduced and welcomed.	
1.2	<b>Declaration of Conflict of Interest</b> None declared.	
1.3	<b>Approval of Agenda</b> The agenda was presented for approval.  A budget update will be provided under the CEO Report.  <u><b>Resolution #2015 - 32</b></u> <b>Moved by D. Allan and seconded by G. Labine that the agenda be approved as presented.</b> <b>CARRIED</b>	
1.4	<b>Approval of Minutes</b> The minutes of the Board of Directors meeting of March 31, 2015, were presented for approval.  <u><b>Resolution #2015 - 33</b></u> <b>Moved by D. Gushulak and seconded by T. Copenace that the minutes of the Board of Directors meeting of March 31,</b>	

Item #	To Be Accomplished	Action
	<b>2015 be approved as presented. CARRIED</b>	
1.5	<b>Business Arising</b> No business arising.	
<b>2.0</b>	<b>BOARD EDUCATION</b>	
2.1	<b>IHSP IV Presentation</b> S. Pilatzke presented a high level overview of the IHSP IV as outlined in the presentation attached. This information will be used to guide the work of the North West LHIN for 2016-2019. Discussion ensued.	
<b>3.0</b>	<b>BOARD LINKAGES</b>	
3.1	<b>Board Event Planning - 2015 Regional Meeting, Kenora</b> A draft schedule for the May 25 Kenora Governance to Governance session and May 26 Board of Directors meeting was distributed and discussed. The Board Chair, two additional Board members and the CEO from each North West LHIN funded health service providers in the Kenora IDN will be invited to participate in the May 25 session.  A conflict exists for the September 22, 2015 Board of Directors meeting scheduled for held Sioux Lookout. Suggestion was made to move the Board meeting to September 15 and hold the Governance to Governance session on the evening of September 14. G. Labine noted he is not available. A date will be confirmed and shared with the Board.	<b>R. Orr</b>
3.2	<b>Chair Report</b> <ul style="list-style-type: none"> <li>• <b>LHIN Leadership Council</b> An update from the LHIN Leadership Council was provided including: <ul style="list-style-type: none"> <li>○ discussions with Minister Hoskins and Deputy Minister Dr. Bell</li> <li>○ Home and Community Care Report</li> <li>○ Work group updates</li> </ul> Work group updates will be circulated to members</li> <li>• <b>Chair Council</b> An update from the Chair Council meeting was provided; key points include: <ul style="list-style-type: none"> <li>○ Review of the CEOs Executive Compensation</li> <li>○ OHA Presentation</li> </ul> </li> <li>• <b>Other</b> The CEO Performance Evaluation policy was distributed for general discussion. It was noted L. Kokocinski is scheduled to provide an update on her performance for the 2014/15 year later in this meeting. J. Warkentin provided a general overview of the review process. Members will</li> </ul>	<b>R. Orr</b>

Item #	To Be Accomplished	Action
	<p>receive a survey which they were asked to complete. Additionally, a 360<sup>o</sup> survey will be sent to selected staff, peers and health service providers. A report of these results will be prepared and shared with the Board.</p>	<p><b>J. Warkentin</b></p>
<b>4.0</b>	<b>BOARD ENDS DISCUSSION</b>	
4.1	<p><b>ENDS Education</b> None</p>	
4.2	<p><b>ENDS Discussion</b> None</p>	
4.3	<b>ENDS Monitoring</b>	
4.3-1	<p><b>Ministry LHIN Performance Agreement (MLPA) Scorecard</b> The MLPA scorecard was presented for review. Discussion followed; no concerns were raised.</p>	
4.3-2	<p><b>2014/15 CEO Performance Report</b> L. Kokocinski led discussion on the 2014/15 CEO Performance Report and The CEO Interpretation of Board Ends 2014/15 reports which were addressed collectively.</p> <p>Discussion ensued and questions were addressed.</p> <p>Board members were pleased with the comprehensive work provided; and provided positive feedback on the work completed.</p> <p>The following items will be actioned:</p> <ul style="list-style-type: none"> <li>• Human resources data will be moved to EL-107 Treatment of Staff Monitoring Report.</li> <li>• The CEO will send a thank you message to staff for work completed.</li> <li>• A presentation on LTC and Community Home Care will be shared at a future Board meeting as an education session.</li> </ul>	<p>S. Pilatzke L. Kokocinski S. Pilatzke</p>
4.3-3	<p><b>CEO Interpretation of Board Ends 2014/15</b> Item 4.3-3 CEO Interpretation of Board Ends 2014/15 was presented in combination with item 4.3-2.</p> <p><i>Broke for lunch at 11:40 a.m.; meeting reconvened at 12:05 p.m.</i></p>	
<b>5.0</b>	<b>BOARD DECISIONS/PROCESSES</b>	
<b>5.1</b>	<b>Committee Reports</b>	
5.1-1	<p><b>Audit and Finance (A &amp; F) Committee</b> No Report</p>	
5.1-2	<p><b>Governance and Nominations (G &amp; N) Committee</b> D. Levesque provided an update on the April 13, 2015</p>	

Item #	To Be Accomplished	Action
	<p>Governance and Nominations Committee meeting.</p> <p>The Board Meeting Evaluation and the Board Orientation Evaluation forms were reviewed; no changes are recommended. It was suggested these forms could be reviewed following the orientation of new members.</p> <p>A plan will be developed to address Board members whose terms will end October 2015 and July 2016.</p>	S. Pilatzke
<b>5.2</b>	<b>Policy Review</b>	
5.2-1	<p><b>EL-106 Treatment of External Stakeholders</b> Policy EL-106 Treatment of External Stakeholders was presented; no changes were recommended.</p>	
5.2-2	<p><b>EL-107 Treatment of Staff</b> Policy EL-107 Treatment of Staff was presented; no changes were recommended.</p>	
5.2-3	<p><b>BC-100 Board Delegation to CEO</b> Policy BC-100 Board Delegation to CEO was presented; no changes were recommended.</p>	
5.2-4	<p><b>BC-101 CEO Job Description</b> Policy BC-101 CEO Job Description was presented; no changes were recommended.</p>	
5.2-5	<p><b>GP-100 Governance Approach</b> Policy GP-100 Governance was presented; no changes were recommended. Based on the Board's focus to move toward a collaborative governance approach, it was suggested this policy could be reviewed again in the fall of 2015 following the Board Strategic Planning Session.</p>	R. Orr
5.2-6	<p><b>GP-101 Board Meeting Process</b> Policy GP-101 Board Meeting Process was presented; no changes were recommended.</p>	
<b>5.3</b>	<b>LHIN Operations</b>	
5.3-1	<p><b>Lake of the Woods Hospital Capital Approval - Operation Room (OR) Renewal</b> The Board was presented with a briefing note regarding Lake of the Woods Hospital Capital - OR Renewal, and were asked to support the endorsement of the combined stage 1 and stage 2 proposal for operating room / central sterilizing room as outlined in the briefing note.</p> <p><b><u>Resolution #2015 - 34</u></b> <b>Moved by C. Farrell and seconded by G. Labine that the North West LHIN Board of Directors endorse Lake of the Woods District Hospital's Stage 1 and Stage 2 Capital Redevelopment Project as having satisfied the applicable review requirements and criteria identified in Stage 1-Part A and Stage 2-Part A, "Program and Service Elements" of the</b></p>	

Item #	To Be Accomplished	Action
	<p><b>MOHLTC-LHIN Joint Review Framework for Early Capital Planning Stages Toolkit.</b> <b>CARRIED</b></p>	
6.0	<p><b>MONITORING REPORTS</b> None</p>	
7.0	<p><b>CONSENT AGENDA</b></p>	
7.1	<p><b>Declaration of Compliance</b> The quarterly Declaration of Compliance was presented for approval.</p> <p><b><u>Resolution #2015 - 35</u></b> <b>Moved by D. Gushulak and seconded by C. Farrell that the North West LHIN Board of Directors approve the Declaration of Compliance for the period of January 1, 2015, to March 31, 2015, as presented, and give direction to the Board Chair to certify that this attestation has been approved by the Board of the North West LHIN.</b> <b>CARRIED</b></p>	
8.0	<p><b>INFORMATION</b></p>	
8.1	<p><b>CEO Report</b> The CEO Report was presented for information. In addition to the report presented, the Board was asked to support a request to increase the amount approved in January 2014 to purchase tablets for the Board from \$600.00 per tablet to \$1200.00 per tablet. J. Warkentin and T. Copenance will have the option to change from I-Pads to a PC platform tablet.</p> <p><b><u>Resolution #2015 - 36</u></b> <b>Moved by T. Copenance and seconded by D. Gushulak that the North West LHIN Board of Directors authorize the increase from \$600.00 per device as approved in January 2014, to \$1200.00 per device to purchase surface tablets for Board members.</b> <b>CARRIED</b></p> <p>The Board portal is scheduled to be active and available for the May 2015 Board meeting. Information will be shared a week in advance, including instructions of how to access the portal. Training for members is expected to occur between the May and June Board meetings.</p> <p>A general update on both the recently released Federal and Provincial Budgets was provided. Discussion ensued.</p>	<p><b>R. Orr</b></p>

Item #	To Be Accomplished	Action
9.0	<p><b>CLOSED SESSION</b></p> <p><u>Resolution #2015 - 37</u>            Moved by D. Gushulak and seconded by G. Labine that at 12:22 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>            (vii) <i>Personnel Matters</i>            And further that the following persons be permitted to attend:            L. Kokocinski, B. Ktytor, S. Pilatzke, and R Orr.  <b>CARRIED</b></p> <p><i>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 May 26, 2015 in Kenora, Ontario.</p>	
10.4	<p><b>Adjournment</b></p> <p><u>Resolution #2015 - 41</u>            Moved by G. Labine and seconded by D. Gushulak that at 2:30 p.m. (Eastern) the meeting be adjourned.  <b>CARRIED</b></p>	
	<p>Chair _____</p> <p>Secretary _____</p>	