



North West Local Health
Integration Network

**BOARD OF DIRECTORS OPEN MEETING
MINUTES**

**Best Western Nor'Wester Hotel, McKenzie Room
2080 Highway #61, Thunder Bay, ON**

**October 28, 2014
9:00 am Eastern**

Present: Joy Warkentin, Chair
Tina Copenace
Dennis Gushulak
Dan Levesque
Cathy Farrell

Staff: Laura Kokocinski
Brian Ktytor
Susan Pilatzke

Recording Secretary: Robin Orr

Regrets: Diane Bath
Tracy MacIntyre

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.	
1.2	Declaration of Conflict of Interest None declared.	
1.3	Approval of Agenda The agenda was presented for approval. Proposed Integration of Lakeview Clinic was added to the agenda as item 5.3.3; subsequent items to be renumbered 5.3.4 and 5.3.5. <u>Resolution #2014 – 126</u> Moved by T. Copenace and seconded by D. Gushulak that the agenda be approved as amended. CARRIED	
1.4	Approval of Minutes The minutes of the Board of Directors meeting of September 30, 2014, were presented for approval.	

Item #	To Be Accomplished:	Action:
	<p><u>Resolution #2014 – 127</u> Moved by D. Gushulak and seconded by D. Levesque that the minutes of the Board of Directors meeting of September 30, 2014, be approved as presented. CARRIED</p>	
1.5	<p>Business Arising from the Minutes Not Covered on Agenda No business arising.</p>	
2.0	BOARD EDUCATION	
2.1	<p>Strategic Planning Session Debrief – Generative Governance The strategic planning session was discussed. Overall feedback was positive. All agreed the session went well and facilitator was very effective and knowledgeable.</p>	
3.0	BOARD LINKAGES	
3.1	<p>Community Engagement Sessions</p> <ul style="list-style-type: none"> • Non-North West LHIN Funded Organizations – Kenora, Dryden and Sioux Lookout Community Engagement Reports Organizations were appreciative for being invited to participate and have an opportunity to engage in dialogue. The Board requested that reports from these sessions be distributed to all participants as well as Health Service Providers in the community. • Governance to Governance Session <ul style="list-style-type: none"> ○ October 22, 2014 Debrief General consensus was that the session was very well attended, and that Deloitte did a good job facilitating. Discussion ensued. The importance of the CEOs orientating their Board members about the LHIN and in particular integration obligations was emphasized. It was agreed the expectations need to be clearly defined for the January 2015 G2G session. ○ January 28, 2015 Goals & Objectives A future meeting with Deloitte will take place to discuss expected outcomes. <p>Board Events – Planning</p> <ul style="list-style-type: none"> • 2014 Open House & Board Christmas Dinner The North West LHIN Open House was confirmed 	R. Orr

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	for Monday, December 15, 2014 and the Board dinner was confirmed for Tuesday, December 16, 2014 at Giorg.	
3.2	<p>Chair Report</p> <ul style="list-style-type: none"> • Indigenous Cultural Competency Training (ICC) J. Warkentin noted the ICC Training was well designed with each module being managed in a sequential fashion, and that the training is very relevant to local issues. <p>All members were invited to participate in the training.</p> <ul style="list-style-type: none"> • Board Vacancies Applications are being reviewed for the four Board Director vacancies. Following the review, a Nominations Committee will be stuck consisting of G & N Committee members and two externals members. • TBRHSC Board Meeting J. Warkentin and L. Kokocinski have been invited to attend the next TBRHSC Board meeting to discuss results of the Overcapacity Plan. <p>An update will be provided at the next the meeting.</p>	<p>All members</p> <p>R. Orr</p> <p>J. Warkentin</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</p> <p>The MLPA Scorecard was presented. B. Ktytor noted the Q2 data is not yet available therefore; the information provided in the report presented has not changed since it was last submitted to the Board. The Q2 data will be available in the December report. It was also noted, the LHINs have been asked to look at comparability and post on this information on their websites.</p> <p>The new format will be shared with the Board in January.</p>	<p>B. Ktytor</p>

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4.3-2	<p>EN-100 Board Ends No changes are proposed, Board members agreed. This policy will be brought forward for formal review at the next Board Strategic Planning Session in the fall of 2015.</p>	
5.0	BOARD DECISIONS/PROCESSES	
5.1	Committee Reports	
5.1-1	<i>Audit and Finance (A & F) Committee</i>	
5.1-1.1	<p>The A&F package was presented. J. Warkentin gave an overview of project effort against each North West LHIN Board strategic direction. It was noted, the contract for auditing is done through our back office services provincially, and each LHIN has been requested to pass a motion to extend Deloitte's contract for another three year term.</p> <p><u>Resolution #2014 – 128</u> Moved by D. Gushulak and seconded by T. Copenace that the North West LHIN Board of Directors extend the Deloitte contract for another term of three years subsequent to the current contract term that ends on March 31, 2015. CARRIED</p>	
5.1-2	<i>Governance & Nominations (G&N) Committee</i>	
5.1-2.1	<p>Governance and Nominations (G & N) Committee The G & N package was presented and reviewed.</p> <p>It was requested the Board approve the minor housekeeping revisions made to the G & N Terms of Reference</p> <p><u>Resolution #2014 – 129</u> Moved by D. Levesque and seconded by T. Copenace that the North West LHIN Board of Directors approve the Governance and Nominations Terms of Reference as presented. CARRIED</p>	
5.1-2.2	<p>Board Budget Submission for Professional Development The Board budget was presented for members' feedback. A review of the full Board budget will occur with a detailed breakdown by the G & N Committee; after which it will be provided to the A & F Committee to roll into the LHIN operating budget for 2015/16.</p> <p>Motion to approve the Board budget has been deferred until a final review has been completed, and the 2015/16</p>	

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	LHIN operating budget is brought back to the Board for approval in January 2015.	
5.1-2.3	<p>Board Community Engagement Activities 2015-17 The Board Community Engagement Activities schedule for 2015-17 was presented. It was noted this planning brings both funded and non-funded Health Service Providers together. Scenario one covers a one year period and scenario two covers a period of two years, both beginning in April 2015. Adjustments to the schedule will be brought forward to the Board as needed. It was recommended that the North West LHIN Board of Directors approve scenario two.</p> <p><u>Resolution #2014 – 130</u> Moved by T. Copenace and seconded by C. Farrell that the North West LHIN Board of Directors approve the scenario two for the Joint Health Service Providers (HSP) and Non-HSP 2015-17 Board Community Engagement Activities schedule as presented. CARRIED</p>	
5.2	Policy Review	
5.2-1	<p><i>EL-103 Enterprise Risk Management</i> No changes were recommended to this policy.</p>	
5.2-2	<p><i>GP-108 Board Integrated Strategic Agenda Workplan</i> No changes were recommended to this policy.</p>	
5.3	LHIN Operations	
5.3-1	<p>CEO Interpretation Interim Report A CEO interim report was presented for Board information. Discussion followed.</p>	
5.3-2	<p>Thunder Bay Regional Health Services Centre Cardiac Proposal - Update S. Pilatzke provided an overview of the Ontario Cardiac Care Network review of the TBRHSC Cardiac proposal. A number of recommendations have been identified. The next step is for the hospital to address the recommendations before the Ministry reviews and approves.</p>	
5.3-3	<p>Proposed Integration of Lakeview Clinic S. Pilatzke provided an overview of the briefing note and recommendation regarding the proposed integration of Lakeview Clinic. It was noted there are eight other methadone clinics in Thunder Bay which offer the same service as Lakeview. Clients from the Lakeview Clinic will be transitioned in a manner to ensure continuation of</p>	

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	<p>services. Counseling services needed will continue through other programs. The transition will be closely monitored to ensure a smooth evolution.</p> <p><u>Resolution #2014 – 131</u> Moved by D. Levesque and seconded by C. Farrell that the North West LHIN Board of Directors not oppose the integration activity related to the closure of the Lakeview Clinic at St. Joseph’s Care Group, that the North West LHIN staff determine, through due process, how the associated savings will be re-directed in 2015/16, and that St. Joseph’s Care Group proceed with the appropriate transition plans and communication to clients, families and staff. CARRIED</p>	
5.3-4	<p>Board Planning Cycle for Agenda Control 2015-18 Draft A three year plan was presented for approval.</p> <p><u>Resolution #2014 – 132</u> Moved by D. Levesque and seconded by D. Gushulak that the North West LHIN Board of Directors approve the Board Planning Cycle for Agenda Control 2015-18 as presented. CARRIED</p>	
5.3-5	<p>North West LHIN Board Workplan Draft Changes to the Board Workplan were noted at the Board Strategic Planning Session. This item was deferred to the December 2014 Board meeting where changes will be brought forward for approval.</p>	R. Orr
6.0	MONITORING REPORTS	
6.1	<p>EL-109 Financial Conditions and Activity Monitoring report EL-109 Financial Conditions and Activity was presented for approval.</p> <p><u>Resolution #2014 – 133</u> Moved by D. Gushulak and seconded by D. Levesque that the North West LHIN Board of Directors approve EL-109 Financial Conditions and Activity Monitoring Report as presented. CARRIED</p>	
7.0	CONSENT AGENDA	
7.1	<p>Declaration of Compliance The quarterly Declaration of Compliance was presented for approval.</p>	

Item #	To Be Accomplished:	Action:
	<p>Resolution #2014 - 134 Moved by T. Copenace and seconded by D. Levesque that the North West LHIN Board of Directors approve the only consent agenda item, the Declaration of Compliance for the period of July 1, 2014, to September 30, 2014, 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. CARRIED</p>	
8.0	INFORMATION	
8.1	<p>CEO Report The CEO report was presented as information only. The Board suggested the North West LHIN Seniors Report be sent to the Ministry for their information.</p>	R. Orr
9.0	CLOSED SESSION	
	<p>Resolution #2014 - 135 Moved by T. Copenace and seconded by D. Levesque that at 10:20 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> <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</p> <p><i>Meeting reconvened following the Closed Session.</i></p>	
	<p>Report out of Closed None.</p>	
10.0	ADJOURNMENT	
10.1	<p>Meeting Evaluation Completed evaluations to be provided to R. Orr.</p>	All members
10.2	<p>Future Agenda Items Agenda items to be forwarded to the Chair or to R. Orr</p>	All members
10.3	<p>Date of Next Meeting The next meeting has been scheduled for December 16, 2014, in Thunder Bay, ON.</p>	

Item #	To Be Accomplished:	Action:
10.4	Adjourn <u>Resolution #2014 - 141</u> Moved by D. Gushulak and seconded by D. Levesque that at 11:10 am (Eastern) the meeting be adjourned. CARRIED	
	Chair _____ Secretary _____	