

South East Local Health Integration Network

Board of Directors Meeting No. 128

Monday May 25, 2015

Cardinal Room
South East Local Health Integration Network
71 Adam Street
Belleville, Ontario

MINUTES

Present: Donna Segal (Chair); Andreas von Cramon (Vice Chair); Lois Burrows; Janet Cosier; Maribeth Madgett; Chris Salt; Dave Sansom; Brian Smith (quorum); and Paul Huras (CEO)

Recorder: Patricia Reynolds

Regrets:

Guests: Sherry Kennedy (COO); Cynthia Martineau (Director, Health System Planning); Paula Heinemann (Director, Corporate Services / Controller); Caitlin denBoer (Communications Lead).

1. Call to Order, Chair's Remarks and welcome of guests.

The meeting Chair welcomed board members, guests and members of the public to the meeting and called for order at 9:31 am.

2. Selection of Timer and Observer:

- a. Timer = L. Burrows
- b. Observer = M. Madgett

3. Conflict of Interest Declaration

All members confirmed no conflicts.

4. Consent Agenda:

- a. Monthly CEO Reports
- b. Board Correspondence
- c. Chairs Declaration
- d. Chairs Report
- e. Committee Summaries
- f. Funding Summary

That the Consent Agenda be accepted as circulated.

Moved by: A. von Cramon
Seconded by: C. Salt
Carried – 2015-128-01

5. Approval of the Agenda

That the Board Agenda be approved as circulated.

Moved by: L. Burrows
Seconded by: D. Sansom
Carried – 2015-128-02

6. Approval of Minutes

- a. Minutes of Monday April 27, 2015 Board Meeting #127 (attached)

That the Minutes of Monday April 27, 2015 Board Meeting #127 be approved as circulated.

Moved by: A. von Cramon

Seconded by: J. Cosier

Carried – 2015-128-03

7. Business Arising:

a. Integrated Health Services Plan (IHSP4) – Update on Community Engagement -9:45 AM

- P. Huras reviewed the briefing note and provided an update on the most recent activity and the current survey underway. A Community Engagement Report on stakeholder feedback was circulated at the meeting.
- Senior staff provided the following information based on questions and comments:
 - Over 1300 surveys have been completed and returned, which far exceeds our totals for past surveys. 29 French surveys have been completed. Overarching themes which have emerged are quality, access and care;
 - Westport, on June 1 and Sharbot Lake on June 3 have been added to the schedule of open houses;
 - Lots of sharing of information among the participants is occurring at the open house events;
 - Comment boxes have been supplied at the open houses and the input has been positive. We are able to have meaningful one on one conversation with participants.

b. Joint Annual Action Plan (JAAP) – French Language Services Process Update – 10:00 AM

- P. Huras reviewed the briefing note with members which included a purpose; context; five common objectives of the JAAP 2015-2016; actions of the JAAP 2015-2016; process monitoring; next steps and a recommendation for consideration.
- Senior staff provided the following information based on questions and comments:
 - We are currently developing the metrics for this action plan.
 - Liaison committee is a collaborative committee made up of Champlain LHIN, South East LHIN and l'Réseau. J. Cosier has been chairing this committee for the past year and will be handing over the chair later this year.
 - Results on the last objective – a definition for the term recommendation were requested. Staff advised that it refers to an annual report and to the joint communication and what action has been taken. Members asked that this be shared with the board.
 - Members inquired as to how to measure our board's effectiveness in this regard. Is there capacity to ensure adequate membership at the l'Réseau level? Staff advised that there are currently both individual members and corporate members. 150 individual members, two corporate members. There is a Citizen's Advisory Panel which meets quarterly to review activities of the LHIN.
 - D. Segal indicated the board wishes to consult with l'Réseau when the recruitment strategy for new board members is developed.

That the South East LHIN Board approves in principle the proposed Joint Annual Action Plan 2015-2016, and gives approval to the Chair and CEO to sign the plan. This approval in principle is granted with the understanding that discussions will take place with the Réseau and Champlain LHIN to revise the wording of objective 3 in the JAAP 2016-2017.

Moved by: L. Burrows

Seconded by: J. Cosier

Carried – 2015-128-04

c. Health Care Tomorrow – Hospital Project – Update – 10:10 AM

- P. Huras reviewed the briefing note with members which included an update on business functions; diagnostics & therapeutics; clinical; attached appendices and the governance dashboard.
- Senior staff provided the following information based on questions and comments:
 - Over 300 people involved in these meetings. Most meetings commence with a patient experience;
 - Five inputs for decision-making are: data; local experts; external experts; patient advisory council; community engagement;
 - There has been a request to have all the recommendations come forward as a package;
 - The Hospital/CCAC Boards have been informed at the same level as the CEOs along the way. A dashboard is updated monthly and circulated to CEOs, who in turn share with their Chairs and Vice-Chairs. Hospital boards have a role of engaging with their communities along the way. A special meeting of the Hospitals and CCAC boards may be required over the summer to address the recommendations;
 - A Governance to Governance session has been scheduled for June 1, 2015 in Kingston. It will be a process discussion, rather than a review of the recommendations. The decision-making process will be discussed at this session, including conflict resolution process. Hospital boards will conduct meetings over the summer months as necessary to enable a report to the South East LHIN board at their September meeting. All South East LHIN board members are encouraged to attend.
 - P. Huras explained the various working groups and how they align with the overall project.
 - The importance of tracking the patient's perspective and addressing this in the report was discussed.

d. CEO 2015-16 Goals & Objectives – 10:35 AM

- P. Huras provided a handout to the members that outlined his priorities for 2015/16 which are based on the corporate goals.
- Senior staff provided the following information based on questions and comments:
 - Progress will be reviewed in six months' time;
 - P. Huras will add Long Term Care -Aging in Place and re-circulate by the end of the week;
 - The draft document was provided for review by members and to provide comments to P. Huras;
 - The final document is to be tabled for approval at the June meeting.

e. Health Care Connect Trends for South East LHIN – 10:43 AM

- P. Huras reviewed an updated briefing note with members which provided a summary of the trends for health care connect in the region along with more detailed explanations of the charting in the monthly report the board receives as part of the CEO Consent Report.
- Senior staff provided the following information based on questions and comments:
 - M. Spinks spoke to the highlights in the updated report. Data collection is mandated by the Province and we are working with CCAC on the quality of this data. The percentage of referrals to Health Care Connect is decreasing. Ten percent are complex vulnerable patients, which is also decreasing;
 - The definition of registered versus referred patients was explained;
 - It was noted that Health Links are working with HCC to connect complex patients;
 - 24,000 of 28,000 patients have been connected with a family physician;

- A request was made to provide information on how the South East is doing over time and also where the problem areas are in the form of indicators, in terms of time and quality, and how the South East is doing in relation to the province;
- The physician has the ultimate authority to accept or decline the patient;
- The South East LHIN does have physician shortages in certain areas, but not overall;
- Health Link teams are not being enhanced, with the exception of underserved areas;
- The South East LHIN does have approximately 12 areas rated as underserved;
- How many new people are registering and how many are not being referred is an important question. There was a commitment made to share the Health Links algorithm for identifying and attaching complex patients.

RECESS – 11:10 am – 11:30 am

f. Health Care Tomorrow – Health Links – Funding – 11:30 AM

- P. Huras reviewed the briefing note with members which included a background summary; appendices and a recommendation.
- Senior staff provided the following information based on questions and comments:
 - It was confirmed that LHINs have received less funding for their health links in the second year than what was originally expected;
 - Health Link operations primarily focus on care coordination with mentoring role/ mentoring care coordination at an individual site. Patient/family engagement is another role. There is some project management function also, such as linking with mental health and palliative care. The mentor/care coordination role is one key roles which will need to be maintained;
 - Health Links have created more capacity in the system; however the hospitals still have limited beds. Hospitals have committed to reviewing care coordination and discharge planning methods for this fiscal year;
 - Request for a breakdown for non-CCAC Community Service sector activities and how they function per capita of the geographic area they serve. Members were advised that this will be covered under orientation as part of a briefing of all sectors;
 - The MOHLTC is committed to a formal evaluation of Health Links;
 - Future funding increases may come from community services sector funding.
 - It was suggested that future individual health links funding requests include information as to what outcomes will be achieved from the funding.

That the South East LHIN Board approves \$915,000 in one-time funding to support the ongoing activities of the Health Links for 2015-2016.

Moved by: A. von Cramon
Seconded by: D. Sansom
Carried – 2015-128-05

g. Governance Committee Recommendation - Appointment of Community Members to Board Committees – 12:00 PM

- A. von Cramon reviewed the updated policy with members and noted it was a minor change.

That the South East LHIN Board approves the recommendation from the Governance / Nominating Committee for Policy 3.4.1 - Appointment of Community Members to Board Committees.

Moved by: A. von Cramon
Seconded by: D. Sansom
Carried – 2015-128-06

h. Chair's Update – 12:02 PM

- D. Segal noted for members that when Health Service Provider agency boards approach the Chair to intervene in an operational issue, the response will be through the office of the CEO. If board members are similarly approached, they are to notify the Board Chair;
- Pan-LHIN Chairs' Council met with the Minister related to the community and home care sectors, as well as primary care;
- Members were asked to complete the board member professional development profile template and return to the Board Coordinator as soon as possible.

i. Community Engagement – Board Member Updates – 12:06 PM

- J. Cosier provided an overview of the Perth Smiths Falls District Hospital Health Care Symposium which was attended by some LHIN board members and approximately 150 participants. Community leaders, municipal leaders and other sector representatives were in attendance, such as housing. Champlain LHIN was also in attendance. Discussion about how the LHIN board can support these types of initiatives.
- It was noted that Brighton/Quinte West conducted a similar health care symposium in Batawa.
- Recommend we add a history of the current LHIN structure and the former structure, under frequently asked questions on our website. Could also include a history related to health care funding and the changes made over time.
- D. Sansom provided an update on a Hospice event held in Kingston. It was noted that the average wait time for the service is approximately 6 months in the South East.
- D. Segal attended a session held by Dr. Daniel Martin in Kingston related to the impact of poverty on health outcomes and the policy changes needed.

j. CEO Discussion Report – 12:25 PM

a) Health Care Tomorrow

Addictions and Mental Health Redesign – Part C is underway for contracting of services to new agencies. Alliance has had initial kick-off meeting and are developing membership for their advisory group along with performance measurements.

i. Primary Health Care (PHC) – Reform – no comments or questions at this time.

ii. SHiiP – no comments or questions at this time.

b) Health System Funding Reform (HSFR) – Hospital Meetings Update – no comments or questions at this time.

That the CEO Discussion Report be accepted as circulated.

**Moved by: D. Sansom
Seconded by: A. von Cramon
Carried – 2015-128-07**

That the board consider matters of public interest regarding Approval of In Camera Minutes; Organizations Under Performance Improvement Plans (PIP) / Review; Audit Committee – Recommendation of Financial Statement Approval; Annual Report Draft – Discussion and Health Care Tomorrow – Hospital Project Opportunity Discussion pursuant to ss 9(5) of the Local Health Systems Integration Act 2006 s.9 (5).

**Moved by: C. Salt
Seconded by: B. Smith
Carried – 2015-128-08**

RECESS / Lunch – 12:35 pm – 12:58 PM

8. In Camera Session: – 12:58 PM

That the Chair rise and provide a verbal report from the In Camera Session which included the Approval of In Cameral Minutes; Organizations Under Performance Improvement Plans (PIP) / Review; Audit Committee – Recommendation of Financial Statement Approval; Annual Report Draft – Discussion and Health Care Tomorrow – Hospital Project Opportunity Discussion pursuant to.

Moved by: D. Sansom
Seconded by: C. Salt
Carried – 2015-128–12

9. **Timer** –L. Burrows reported that the meeting ended slightly early.
10. **Observer** – M. Madgett reported that it was a good meeting with lots of participation and excellent discussion.

Possibility of travelling for board meetings and having delegations is to be brought forward for future meeting discussion.

11. Date, time and location of next meeting:

Monday June 22, 2015 – SE LHIN Offices

Future meetings:

Monday August 31, 2015 – SE LHIN Offices

Monday September 29, 2015 - SE LHIN Offices

Monday October 26, 2015 – SE LHIN Offices

Monday December 14, 2015 – SE LHIN Offices. May move the meeting to December 7, 2015

12. Adjournment

That the meeting be adjourned at 2:06 pm

Motioned: L. Burrows

NOTED DEPARTURES:

A. von Cramon at 1:00 PM;

J. Cosier 10:30 -10:40 AM



Meeting Chair:

Donna Segal

Secretary:



Paul Huras