

Board of Directors Meeting Minutes April 30, 2014

Directors Present:

Natasha vandenHoven, Acting Chair	Gina deVeaux	Nancy Dudgeon
Laurie Hicks	Myra Libenson	Shannon MacDonald*
Wendy Nailor	Christopher Neuman	Manuel Pedrosa
Paul Sudarsan*		

**via teleconference*

Staff Present:

Stacey Daub, Chief Executive Officer	Dennis Fong, Sr. Director, HROD
Dipti Purbhoo, Sr. Director, Client Services	Bill Tottle, Sr. Director, Corp Services
Anne Wojtak, Sr. Director, PMA	Azalea Angeles, Executive Assistant

Guests:

Josie Barbita, Director, Nursing Programs
 Pawan Dhatt, Health Admin Student

Regrets:

Bill Yetman
 Robert Foldes

1.0 PRELIMINARY ITEMS

1.1 Call to Order

With confirmation of the presence of a quorum, the meeting was called to order.

1.2 Chair's Remarks

N. vandenHoven welcomed the guests to the meeting.

1.3 Approval of Agenda

On a motion duly moved (Neuman), seconded (Pedrosa) and unanimously carried, the agenda was approved as circulated.

1.4 Disclosure of Conflict of Interest

There was no conflict of interest declared by any board member with respect to the agenda items for this meeting.

G. deVeaux advised that she recently joined Trillium Health Partners. It was agreed that the Governance Committee will conduct the stand due diligence process related to any potential conflict of interest.

2.0 CONSENT AGENDA

On a motion duly moved (Dudgeon), seconded (Neuman) and unanimously carried, the Board of Directors:

- 2.1 Approved the Board of Directors meeting minutes from March 25, 2014
- 2.2 Received the Governance Committee minutes from April 24, 2014
- 2.3 Received the 2014 Annual Report Outline
- 2.4 Received the CSQ Committee minutes from April 16, 2014
- 2.5 Received the Q4 Quality Dashboard
- 2.6 Received the 2014-2015 Annual Measurement Plan Targets

3.0 STRATEGIC MATTERS

3.1 Nursing Programs

D. Purbhoo introduced J. Barbita, Director, Nursing Programs at the Toronto Central CCAC. The purpose of the presentation is to provide the board with information and education on the CCAC nursing programs and more specifically to raise the strategic awareness of the board on how the CCAC nursing programs advance the strategic directions and to identify the key risks and opportunities for the organization as it relates to these programs.

D. Purbhoo provided the Board with background information on the evolution leading to the government announcement of the CCAC nursing programs in 2011.

In 2011, the government announced three new nursing programs to be delivered directly by CCAC employed nurses. The three programs were Rapid Response Nursing, Palliative Nurse Practitioner and Mental Health & Addiction Nursing in Schools.

J. Barbita provided an overview on each of the nursing programs and their alignment to advancing government priorities including reduction of ED visits, improving access to palliative care and improving mental health in children and youth.

The board discussed the challenges, risks and opportunities of the programs including the importance of demonstrating value, sustainability and supporting staff.

3.2 Chief Executive Officer Update

S. Daub provided the Board with an update on key organizational activity including highlighting a client risk issue that is reported in the current quarterly CEO report to the Board.

3.3 2014-15 Annual Priorities and Risk Review

S. Daub provided an update on management's work to date on the development of the upcoming year's priorities. Given recent changes and activity with significant impact to the organization such as the Auditor General audits, the home care review and implementation of FIPPA, the management team will need to conduct a review of next year's priorities and adjust accordingly. The plan as it currently stands is not reasonable given the recent changes. The updated plan will be presented at the June Board meeting.

The Board discussed the impact of the new changes/activities to staff, resources and the organization as a whole.

3.4 OACCAC Board Report and Sector Update

N. Dudgeon provided an update on the recent strategy session with Board Chairs and CEOs and highlighted the changes to the OACCAC governance model.

4.0 RESOURCE MANAGEMENT

4.1.1 Q4 Financial Report

M. Pedrosa presented the Q4 financial report that was reviewed and accepted by the Finance Committee at its meeting earlier in the week. M. Pedrosa acknowledged the great work by the management team on the sustainability efforts that resulted in a balanced budget despite the pressure on growth and client acuity.

The full report was circulated in advance to the Board.

On a motion duly moved (Dudgeon), seconded (Sudarsan) and unanimously carried, the Q4 financial report was approved.

4.1.2 Mobile Device and Contract Award

The Finance Committee reviewed the Mobile Device and Service Contract award at its meeting earlier in the week. The board was provided with a background briefing memo.

M. Pedrosa advised the Board that the Finance Committee confirms that management followed due process for procuring the mobile device and service contract as required by the Board's Signing Authority Policy for non-client service contracts.

On a motion duly moved (deVeaux), seconded (Nailer) and unanimously carried, the Board of Directors confirms that the process for the Mobile Device and Service Contract award was followed in accordance with policy, including applicable legislation.

4.1.3 Lease Renewal for East Community Office

The Finance Committee reviewed the details and background regarding the East office lease renewal at its meeting earlier in the week. The board was provided with a background briefing memo.

M. Pedrosa advised the Board that the Finance Committee confirms that management followed due process for the East office lease renewal as required by the Board's Procurement Policies and Leases policy.

On a motion duly moved (Libenson), seconded (Neuman) and unanimously carried, the Board of Directors confirms that the process for the East office lease renewal was followed in accordance with policy, including applicable legislation.

5.0 OPERATIONS

5.1 2014-2017 Multi-Sector Accountability Agreement

At its meeting last week, the Governance Committee reviewed and approved for recommendation to the Board of Directors the 2014-2014 MSAA. The Local Health System Integration Act (2006) requires that the LHIN enter into a service accountability agreement with all of the health service providers (HSPs) that it funds, including the CCACs. The LHIN funds the CCAC under the terms and conditions set out in the MSAA.

The new MSAA is for the period April 1, 2014 to March 31, 2017. The board received a summary of the key changes in the new agreement that are most relevant to the organization.

On a motion duly moved (MacDonald), seconded (deVeaux) and unanimously carried, the Board of Directors approved the 2014-2017 Multi Sector Accountability Agreement and authorize the Chair of the Board to sign the agreement on behalf of the organization.

6.0 ADJOURNMENT

There being no further business, the meeting was adjourned.