

**Waterloo Wellington Local Health Integration Network**

**Board of Directors Meeting**

**MINUTES**

**Thursday, October 30, 2014**

Consent Agenda  
Item 7.0 A

The following are the minutes of the Board Meeting held at 12.00 p.m. on Thursday, October 30, 2014 at the Waterloo Wellington LHIN office, 50 Sportsworld Crossing Road, Suite 220, Kitchener, ON.

**Members Present:** J. Fisk (Chair), D. Small (Vice-Chair), M Basi, B. Dinwoody, M. O'Brien & J. Nesbitt

**Regrets:**

**Staff Present:** B. Lauckner, T. Lemon, S.Rous & Z. Danis

**Recording Secretary:** D. Ruprecht

**1.0 Call to Order & Recognition of Quorum**

J. Fisk called the meeting to order at 12:10 p.m. and welcomed members to the meeting.

**2.0 Approval of the Agenda**

Motion No. 38-14-15 Moved by M. O'Brien, seconded and unanimously approved with one amendment to add a recommendation regarding the appointment of Auditors for 2015-2018.

THAT the agenda be approved as amended.

**3.0 Declaration of Conflict of Interest**

All Board members stated that there were no declarations of conflict of interest made in relation to the matters to be dealt with.

**4.0 Closed Session**

Motion No. 39-14/15 Moved by D. Small, seconded and unanimously approved:

THAT the meeting adjourn and move into a closed session for the purpose of a discussion about matters of such a nature that the desirability of avoiding public disclosure of them outweighs the desirability of adhering to the principle that Board meetings be open to the public under *section 9(5) (a) of the Local Health System Integration Act, 2006.*

*Note: The open session adjourned at 12:14 p.m. to move into closed session*

*Note: The closed session adjourned at 1:55 p.m. and a break was taken at that time.*

## **WELCOME**

J. Fisk welcomed Board members and guests to the meeting at 2:00 p.m.

### **5.0 Reconvening the Open Session**

Motion No. 40-14/15 Moved by D. Small, seconded and unanimously approved:

THAT the open session reconvene.

*Note: The open meeting reconvened at 2:01 p.m.*

### **6.0 Report of the Closed Session**

J. Fisk reported that the Board met in a closed session from 12:15 p.m. to 1:55 p.m. for the purpose of discussions about matters of such a nature that the desirability of avoiding public disclosure of them outweighs the desirability of adhering to the principle that Board meetings be open to the public under *section 9(5) (a) of the Local Health System Integration Act, 2006*.

Motion No. 41 -14/15 Moved by B. Dinwoody, seconded and unanimously approved:

THAT the Board receive the Chair's report of the closed session for information.

### **7.0 Consent Agenda**

The following items were on the Consent Agenda for October 30, 2014.

- A. Minutes:  
THAT the minutes of the previous meetings held on August 7 and October 1, 2014 be approved as circulated.
- B. Chair's Report:  
THAT the Chair's Report for October 2014 be received for information.
- C. CEO Report:  
THAT the CEO Report for October 2014 be received for information.
- D. Finance & Audit Committee Report  
THAT the Finance & Audit Committee report for August 7, 2014 be approved as circulated.
- E. Governance Committee Report  
THAT the Governance Committee report for August 7, 2014 be approved as circulated.

F. BPSAA Attestation for Q2 2014-15:

THAT the Board accept the CEO Certificate of Compliance for Q2 (2014/2015) and that the Board Chair sign (1) the Declaration of Compliance and (2) the Attestation of Compliance to the Broader Public Sector Accountability Act (BPSAA) and submit both to the Minister of Health & Long-Term Care.

Motion No. 42 -14/15 Moved by J. Nesbitt, seconded and unanimously approved:

THAT the items on the consent agenda for October, 2014 with the Governance Report title amended to read 'Governance Report' be accepted and approved.

**STRATEGIC AGENDA**

**9.0 Chair's Remarks**

J. Fisk began her remarks to the Board by sharing news of the recent visit to MPP Bill Walker's constituency office in Owen Sound with WWLHIN CEO and SW LHIN CEO and Board Chair.

J. Fisk discussed internal emergency planning and the evacuation drill that she participated in with all staff at the WWLHIN to ensure preparedness in the event of a fire.

**10.0 CEO's Remarks**

B. Lauckner gave an overview of the Mandate letters from Premier Wynne to the Honorable Eric Hoskins, Minister of Health and Long-term Care and Honorable Dipika Damerla, Associate Minister of Health and Long-term Care.

B. Lauckner discussed a recent presentation given by Associate Deputy Minister, Bob Bell which reiterated the key messages in the mandate letters and highlighted the need to identify areas of system improvement and the importance of cross-system collaboration with an emphasis on strengthening home and community care. The LHINs play a crucial role in the accountability of creating better health and a better future for all residents in the communities that they serve.

**11.0 Health System Annual Plan – Q2 Progress & Risk Review**

T. Lemon provided an overview of progress in achieving the objectives in the WWLHIN's 2014-15 Annual Plan. The report highlights quality improvement wins to date, decisions that will be made at future meetings and risks and mitigation steps to the strategy. At the end of every quarter, staff provide an update and continue to look at emerging risks on an ongoing basis. Also noted was that it is the halfway point in the current Integrated Health Service Plan (IHSP).

## **12.0 Health Links Update**

P. Syms-Sutherland and Dr. S. Lim Reinders provided an update on Health Links, both provincially and within the Waterloo Wellington LHIN, to the Board. Through a resident story, they described how the resident's experience was improved by the coordination of care that was achieved through Health Links. Through continued discussions by the Health Links steering committee, Health Links continues to evolve solutions to ensure better health and access to care for residents are identified and implemented.

## **13.0 Implementing Enabling Technologies to Improve Access to Care**

M. Denomme provided the Board with an overview of the implementation of Enabling Technologies and their role in improving access to care along with a recommendation for investment in improving the ease in which our residents access the current multiplicity of systems of coordinated access to care which range from diabetes to geriatric services.

Motion No. 43 -14/15 Moved by M. O'Brien seconded and unanimously approved:

THAT the WWLHIN Board of Directors approve up to \$850,000 annualized based funding starting in 2015/16, \$625,000 pro-rated in 2014/15, to Waterloo Wellington Community Care Access Centre to support the development and implementation of a system-wide coordinated approach to access for health services across Waterloo Wellington (WW).

## **14.0 Here 24/7 & Skills for Safer Living**

H. Fishburn and F. Wagner from Canadian Mental Health Association Waterloo Wellington Dufferin (CMHA WWD) provided the Board with an update on the Here 24/7 program that opened its doors April 2014. There was a fulsome discussion on the continued increase of calls and the detailed data that is now available as a result of the tracking system. Staff continue to meet regularly to discuss successes and opportunities for improvements as they continue to look at ways to enhance and improve the residents' experience.

## **15.0 Enhancing Care in the Community**

E. Fung and S. Farwell provided the Board with details regarding the advanced care plan in order to ensure a better end-of-life experience for residents with a recommendation for investment in advanced care planning, convalescent care, nurse-led outreach in long-term care and community-based geriatric specialist nursing. A fulsome explanation of 2 current pilot projects in Geriatrics and how they are dramatically improving access to care was given.

Motion No. 44 -14/15 Moved by M. O'Brien seconded and unanimously approved

THAT the WWLHIN Board of Directors approve funding of:

- Up to \$400,000 per year in each of 2015/16, 2016/17 and 2017/18 plus \$180,000 in 2014/15 to Hospice Waterloo to develop and implement the Advance Care Planning project across WWLHIN;
- Up to \$325,000 annualized based funding starting in 2014/15 to provide 10 beds of convalescent care through existing long-term care stock in the Guelph area developed through a Request for Service process;
- Up to \$21,500 annualized base funding starting in 2014/15 to St Joseph's Health Centre, Guelph to enhance the nurse-led outreach program; and
- Up to \$240,000 annualized base funding starting on 2014/15 to Canadian Mental Health Association Waterloo Wellington Dufferin (CMHA WWD) to expand access to community-based geriatric specialist nursing.

## **16.0 North Wellington Health Care Capital**

M. Samac provided an overview to the Board on the North Wellington Health Care Capital Stage 2 Part A Functional Program Submission and recommendation for endorsement.

Motion No. 45 -14/15 Moved by D. Small seconded and unanimously approved

THAT the WWLHIN Board of Directors endorse the program and service elements outlined in the Stage 2 Part A Submission for North Wellington Health Care pending the hospital meet any further Stage 2 expectations from the Ministry of Health and Long-Term Care Health Capital Investment Branch and with the expectation that NWHC continues to align all services with future IHSPs and LHIN-supported rural care delivery models.

## **17.0 Enhancing Quality of Care through Clinical Order Sets**

A. Iverson provided the Board with an overview of local quality improvement efforts and a recommendation for investments in implementing common clinical order sets. There was a fulsome discussion on how clinical order sets enhance quality of care through the improvement of work flow and use of evidence-based practice across the WWLHIN.

Motion No. 46 -14/15 Moved by M. O'Brien seconded and unanimously approved

THAT the WWLHIN Board of Directors approve up to \$250,000 annualized base funding in 2014/15 to Guelph General Hospital to

implement common clinical order sets across all WWLHIN hospitals, including implementation of clinical best practice for all Quality Based Procedures and engaging with primary care physicians, the WWCCAC and others in the roll-out.

**18.0 Allocations of Auditors 2015-2018** (amended addition to the agenda)

M. Samac brought forward the recommendation to the Board of Directors regarding an extension of the Deloitte contract for another term.

Motion No. 47 -14/15 Moved by D. Small seconded and unanimously approved

THAT the WWLHIN Board of Directors accept the recommendation of the Finance & Audit Committee for the allocations of auditors for another term of 3 years, subsequent to the current contract term that ends on March 31, 2015.

Motion No. 48 -14/15 Moved by M. O'Brien seconded and unanimously approved

THAT the WWLHIN Board of Directors approve the recommendation to extend the contract of Deloitte for another term of 3 years, subsequent to the current contract term that ends on March 31, 2015.

**19.0 Next Meeting**

Wednesday, December 3, 2014  
12:00-5 p.m. (WW LHIN Office)

**15.0 Adjourn**

Motion No. 49 -14/15 Moved by M. O'Brien, seconded and unanimously approved:

On a motion by J. Nesbitt, seconded and there being no further business, the meeting adjourned at 4:13 p.m.

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J. Fisk  
Chair

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M. O'Brien  
Secretary

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D. Ruprecht  
Recording Secretary