

**CENTRAL LOCAL HEALTH INTEGRATION NETWORK
BOARD OF DIRECTORS MEETING**

**January 30, 2018 | 2:00pm-4:00pm
Central LHIN, 60 Renfrew Drive, Suite 300, Markham, ON**

MINUTES OF MEETING

Board Members Present:

Mr. Michael MacEachern, Meeting Chair, Board Member
Mr. Graham Constantine, Board Member
Ms. Tanya Goldberg, Board Member
Ms. Elspeth McLean, Board Member
Mr. Stephen Smith, Board Member
Mr. Mark Solomon, Board Member
Ms. Audrey Wubbenhorst, Board Member
Ms. Aldous Young, Board Member
Mr. Warren Jestin, Board Chair (Teleconference)

Regrets:

Mr. Charles Schade, Vice Chair
Mr. David Lai, Board Member
Ms. Heather Martin, Board Member

Staff Participants:

Ms. Kim Baker, Chief Executive Officer
Ms. Karin Dschankilic, VP & Chief Financial Officer
Ms. Chantell Tunney, VP, Health System and Engagement
Ms. Tini Le, VP, Home and Community Care
Ms. Barbara Bell, VP, Quality and Patient Safety
Ms. Karen Adams, VP, HR and Organizational Development
Ms. Robyn Saccon, Corporate Relations Officer
Ms. Katrina Santiago, Governance Associate, Recording Secretary

1.0 MEETING CALLED TO ORDER

The meeting was called to order at 2:00 pm

2.0 NOTICE/RECOGNITION OF A QUORUM

This meeting was formally constituted with Board members receiving adequate notice in accordance with By-Law No. 2. The notice, agenda and materials were distributed to the Board and were posted on the Central LHIN website.

Quorum of a Board comprising 12 members is seven directors. A quorum was present at the meeting.

In accordance with the By-law, participants and guest speakers were introduced. No requests for public deputations were received or planned for this meeting,

3.0 APPROVAL OF AGENDA

Item 8.2 Pre-Capital Submission North York General Hospital Branson Ambulatory Care Centre Transition was added to the agenda for approval.

ON MOTION made by Mr. Stephen Smith and seconded by Ms. Tanya Goldberg, IT WAS RESOLVED THAT:

The Agenda be approved as amended.”

**CARRIED
January-30-18-001**

3.1 WELCOME MEMBERS OF THE PUBLIC

Mr. MacEachern welcomed all members of the public attending the board meeting.

3.2 PATIENT STORY

Mr. MacEachern introduced Ms. Tini Le, Vice President, Home and Community Care. Ms. Le presented a patient story focused on the amendment to the Long Term Care Homes Act to introduce Reunification Priority Access Beds (RPABs) which was developed to expedite the reunification of spouses/partners in Category 1 (crisis). The story focused on two sisters in their late 80s with high needs of high levels of care in the same long-term care home but reunited under the Spousal/Partner reunification priority.

4.0 BOARD DEVELOPMENT AND EDUCATION

4.1 Caring for Patients: 2017/2018 Winter Surge

Mr. MacEachern introduced and welcomed Ms. Lynn Singh, Director, Health System Planning and Design and Ms. Mary Burello, Director, Home and Community Care from the Central LHIN who provided a presentation on the winter surge. The presentation included the following highlights:

- Pressures during the winter season
- Impact on patients
- Patient Flow and Data Trends
- Maintaining Patient Flow

Following the presentation there was discussion regarding the value of educating more broadly on surge capacity in the winter months to prevent hospital capacity issues as well as annual planning.

5.0 DECLARATION OF CONFLICT OF INTEREST

None at this time.

6.0 APPROVAL OF CONSENT AGENDA

ON MOTION made by Mr. Graham Constantine and seconded by Ms. Aldous Young, IT WAS RESOLVED THAT:

The Consent Agenda be approved and all resolutions contained therein be adopted as circulated.

**CARRIED
January-30-18-002**

6.1 Approval of November 28, 2017 Board Meeting Minutes

The Minutes of November 28, 2017 Board Meeting are approved as circulated.

**CARRIED
January-30-18-003**

6.2 2018-2019 Multi-Sector Service Accountability Agreements – Tranche 1

The Central LHIN Board of Directors:

- a) **Approves the 2018-2019 funding, volume and performance targets for the following twenty health service providers:**
- 1. Across Boundaries - An Ethnoracial Mental Health Centre**
 - 2. Aphasia Institute**
 - 3. Bernard Betel Centre for Creative Living**
 - 4. Cedar Centre**
 - 5. Cerebral Palsy Parent Council of Toronto (Participation House)**
 - 6. Chai-Tikvah Foundation**
 - 7. Chippewas of Georgina Island**
 - 8. City of Toronto - Long-Term Care Homes & Services**
 - 9. Community Head Injury Resource Services of Toronto**
 - 10. Hazel Burns Hospice**
 - 11. Humber River Hospital**
 - 12. Jane/Finch Community and Family Centre**
 - 13. LumaCare Services**
 - 14. New Unionville Home Society**
 - 15. North Yorkers for Disabled Persons Inc.**
 - 16. St. Demetrius Supportive Care Services Corp.**
 - 17. The Canadian National Institute for the Blind**
 - 18. The Vitanova Foundation**
 - 19. Villa Colombo Homes for the Aged Inc.**

20. Yor-Sup-Net Support Service Network

- b) Delegates authority to the Central LHIN Chief Executive Officer to execute the 2018-2019 Multi-Sector Service Accountability Agreement amendments for the above health service providers

CARRIED
January-30-18-004

6.3 Canadian Mental Health Association, York Region Bounce Back Program Funding Recovery

The Central LHIN Board of Directors approves the following Multi-Sector Service Accountability Agreement funding and target amendments for Canadian Mental Health Association, York Region related to the Bounce Back Program funding recovery:

Functional Centre and Performance Indicator		2017-2018 One-Time Funding and Target Adjustments	2018-2019 Annualized Funding and Target Adjustments
Mental Health Counseling and Treatment 725107612	Funding	(\$263,189)	(\$640,000)
	Visits	(3,002)	(7,290)
	Group Sessions	(39)	(120)
	Group Participants	(400)	(600)
Individual Served by Organization		(717)	(1,870)

CARRIED
January-30-18-005

6.4 Resolution to Approve Delegation of Authority to the Audit Chair for External Auditor

The Central LHIN Board of Directors delegates authority to the Audit Chair, to approve and execute the Deloitte and Touche LLP Audit Services contract.

CARRIED
January-30-18-006

6.5 GOVERNANCE POLICIES
6.5.1 Consent Agenda – Revised

The Central LHIN Board of Directors approves the Consent Agenda (Appendix) as recommended by the Governance and Community Nominations Committee.

**CARRIED
January-30-18-007**

6.6 BOARD COMMITTEE REPORTS

6.6.1 Governance and Community Nominations Committee Report

7.0 CHAIR'S REPORT

Upcoming Engagements

Mr. MacEachern indicated that the board will be participating in some political engagement in the coming months, including meeting with several MPs and MPPs across the LHIN, as well as some Municipal Leaders engagement, which will give the LHIN the opportunity to provide updates to York Region's Councillors on Central LHIN's current activities and progress as well as provide a forum to discuss local priorities.

Georgina Nurse Practitioner Clinic

Mr. MacEachern acknowledged the staff of the Georgina Nurse Practitioner Clinic for their great work in ensuring patient updates, continuity of care and safeguarding minimal disruption to patient care and services in the midst of dealing with damage to the Clinic due to fire earlier this month.

7.1 ITEMS FOR APPROVAL

7.1.1 Community Nominations Committee Membership

ON MOTION made by Ms. Tanya Goldberg and seconded by Mr. Stephen Smith, IT WAS RESOLVED THAT:

The Central LHIN Board of Directors approves the Community Nominations Committee Membership:

- **Mr. Warren Jestin, Chair, Voting Member**
- **Mr. Charles Schade, Board Vice Chair, Voting Member**
- **Mr. Graham Constantine, Board Director, Voting Member**
- **Ms. Tanya Goldberg, Board Director, Voting Member**
- **Mr. Mark Solomon, Board Director, Voting Member**
- **Ms. Aldous Young, Board Director, Voting Member**
- **Mr. Albert Liang, Community Member, Voting Member**
- **Ms. Michelle Kungl, Community Member, Voting Member**
- **Ms. Kim Baker, CEO, Non-Voting Member.**

CARRIED
January-30-18-008

8.0 CEO REPORT – ITEMS FOR APPROVAL

8.1 Markham Stouffville Hospital Pre-Capital Submission – Uxbridge Site Infrastructure Repair Project

ON MOTION made by Mr. Mark Solomon and seconded by Ms. Aldous Young, IT WAS RESOLVED THAT:

The Central LHIN Board of Directors endorses the Markham Stouffville Hospital’s Pre-Capital Submission – Part A, in respect to the Uxbridge Site Infrastructure Repair Project.

CARRIED
January-30-18-009

8.2 Pre-Capital Submission: North York General Hospital Branson Ambulatory Care Centre Transition

Ms. Tunney provided background on the basis for and details related to the submission.

Ms. Baker called to the Board’s attention that the specific addresses of the proposed locations for the relocation of services were not shared by North York General Hospital with any of the associated hospitals and physicians given that lease negotiations are underway. Ms. Baker also shared the LHIN is aware of stakeholder concerns about the engagement process, undertaken by the Hospital, with external stakeholders.

Materials provided to the Board reflect the patient utilization data used and associated rationale that supports the proposed location on the shared heat map.

ON MOTION made by Ms. Tanya Goldberg and seconded by Mr. Mark Solomon, IT WAS RESOLVED THAT:

The Central LHIN Board of Directors endorses the North York General Hospital’s Pre-Capital Submission – Part A, in respect to the Branson Ambulatory Care Centre Transition;

- **To relocate five Outpatient Services within the Westminster-Branson community**
 - **Adult Mental Health and Addiction Services, Diabetes Education Centre, Complex Diabetes Centre, Ontario Breast Screening Program, Bone Mineral Density ;**
- **To relocate seven Minor Procedure Services centrally in North York area**

The LHIN’s expectation that the host hospital (NYGH) will collaborate with participant hospitals in good faith in order to plan and deliver eye care services through upholding and revising the Regional Eye Care Centres Agreement (2010), as necessary.”

**CARRIED
January-30-18-010**

9.0 CEO REPORT – ITEMS FOR INFORMATION

Ms. Baker provided the following verbal updates to the Board:

- **Deputy Minister Webinar**

On January 16th, the Deputy Minister held a webinar for all LHIN Senior Management Teams across the province. A portion of the meeting was focused on the LHIN Renewal Project Partnership Model, previously shared with the Board, that outlines the various working groups and projects and highlights Ministry led vs. LHIN led.

- **Governance Education Webinars**

On January 25, LHIN Legal hosted a webinar on LHSIA Integrations - Current State, with the presentations available on the Board Portal. Health Quality Ontario (HQP) will be hosting a Quality webinar on February 9 with more details to come, and the materials posted on the Board Portal for board members who are unable to attend.

- **Move to 11 Allstate**

Staff are preparing for the move to 11 Allstate and the development of an office renewal timeline. Temporary accommodations have been set up and across the organization, move-in dates for the new site have been displayed, including:

- February 16 – closing of the Renfrew site
- February 26 – reopening of the Renfrew site as a new home for Placement and Telehomecare and Hospital Leadership
- March 5 – first move-in date to the new Allstate site; will roll in until March 12
- March 30 – server room on the 6th floor at Sheppard complete
- Early April – construction at the Newmarket site begins
- End of April – construction at Newmarket and Sheppard sites to be complete.

This has been a large undertaking for all staff involved and Ms. Baker thanked Ms. Dschankilic and Ms. Le as Co- Leads and Executive Sponsors for this initiative for their hard work in keeping us moving forward.

- **Change Management Training- Prosci**

Prosci is an approach to change management and a guide to individual and organizational management. It is evidence-based and provides easy-to-use frameworks, with tools and templates for planning,

sponsoring, leading, managing and executing change. As the organizations have come together, management has been looking for a “common language” and will be investing in Central LHIN Leadership through creating “sponsor” training and train the trainer approaches for the management team. Following that, the Prosci methodology will be applied and use to targeted projects organization-wide.

- **System Transformation - focus on sub-regions and primary care strategy**

Currently the Central LHIN has six active Sub-region Collaborative Tables, which include over 80 clinical, health system and community service leaders. They are working together to define and implement opportunities to improve access, continuity in care and patient experience in each of the Central LHIN’s six sub-regions. The IPC Expression of Interest is complete for Phase 1.

- **Quality Improvement Plan - Inaugural LHIN submission**

HQO oversees the annual Quality Improvement Plan (QIP) program. This QIP will be the first submission of the “new LHIN”. There are no mandatory indicators for home and community care sector this year but staff are looking for indicators that directly impact patients and resident and health care providers. HQO released the templates in December and staff have started engaging, recommending 8 indicators some of which included:

- Falls for long stay
- Five day wait time - complex patients
- Home and Community care in home services wait time - from community setting to first HCC service

On January 18th, the Central LHIN Patient and Family Advisory Committee (PFAC) provided feedback on the proposed indicators. Input from the Patient Services and Quality Committee was obtained on January 24. Next steps include approval in March by the Patient Services and Quality Committee, followed by seeking Board approval at the end of March and in turn publicly posted.

- **Local System Capacity**

A Capacity Dashboard has been developed with daily bed census calls with teams, advising on outbreaks, capacity in Hospitals and Home first programs as well as Provincial Bed Census Summary calls.

- **Client and Caregiver Experience Survey**

The Experience Survey Expert Panel, with its Chair, Gail Donner, will lead a review of the current Client and Caregiver Experience Evaluation (CCEE) survey and provide recommendations regarding future experience survey(s) for home and community care. The advisory group will seek approval for key decisions from the LHIN sponsor(s), and when sponsor(s) deem appropriate, LHIN CEO Council. Ms. Baker is one of the Executive Sponsors for this initiative and will work with a panel of cross-representation from the sector that will provide advice and recommendations for an updated patient experience survey. This survey is a quality improvement and performance management tool. For service delivery, it is intended to standardize delivery in a consistent manner across the province. Ms. Baker will look to provide further updates on this panel once they are underway.

- **Provincial Mental Health Systems Table**

As a Co- lead of this Provincial System table, the LHINs has been working closely with the Ministry on the development of a Comprehensive Mental Health and Addictions strategy;

- Core services
- Access
- Quality
- Data funding and
- Governance

Structured Psychotherapy Ontario will be launched province-wide with each of the Canadian Mental Health Association (CMHA) branches working with LHIN partners through a newsletter that will also be launched province-wide, providing access to various psychotherapy services in Ontario. It also being used as a communication tool to provide information on mental health and addictions trends, as well as Overdose Prevention sites in January.

- **Upcoming Political Engagements**

Ms. Baker noted that Mr. MacEachern and Mr. Solomon will be meeting with Minister Philpott, the current Minister of Indigenous Services provide some key updates on activities related to Indigenous Health in the Central LHIN as well as the York Region Mental Health Hub. The Central LHIN will also be hosting an MPP Breakfast at Queen's Park on March 7.

In April, the LHIN will also be hosting a Municipal Leaders Breakfast with York Region Councillors. Further updates were provided by the Vice Presidents which included:

- Neshama Hospice Funding Update
- Ontario Palliative Care Network Action Plan
- Health Quality of Ontario Opioid Report

10.0 OTHER BUSINESS

None at this time.

11.0 FUTURE MEETINGS

Tuesday, March 27, 2018 Board Meeting

2:00 p.m. – 4:00 p.m.

Central LHIN, 60 Renfrew Drive, Markham Ontario

12.0 MOTION MOVING INTO A CLOSED SESSION

ON MOTION by Mr. Stephen Smith and seconded Ms. Elspeth McLean, IT WAS RESOLVED THAT:

The members attending this meeting move into a Closed Session pursuant to the following exceptions of LHINs set out in s.9(5) of the Local Health Systems Integration Act, 2006:"

- Personal or public interest
- Public security
- Security of the LHIN and its directors
- Personal health information
- Prejudice to legal proceedings
- Safety
- Personnel matters
- Labour relations
- Matters subject to solicitor client privilege
- Matters prescribed by regulation
- Deliberations on whether to move into a closed session

and further that the following persons be permitted to attend:

Ms. Kim Baker
Ms. Karin Dschankilic
Ms. Chantell Tunney
Ms. Tini Le
Ms. Barbara Bell
Ms. Karen Adams
Ms. Katrina Santiago
Ms. Robyn Saccon”.

CARRIED
January-30-18-011

CLOSED SESSION CALLED TO ORDER

The session was called to order at 3:49 p.m.

13.0 APPROVAL OF AGENDA

ON MOTION by Ms. Tanya Goldberg and seconded by Mr. Graham Constantine, **IT WAS RESOLVED THAT:**

The Agenda of the Closed Session of January 30, 2018, be approved as circulated.

CARRIED
January-30-18-012

14.0 APPROVAL OF MINUTES

14.1 Review of Board of Directors Minutes of November 28, 2017

ON MOTION by Mr. Mark Solomon and seconded by Mr. Stephen Smith, **IT WAS RESOLVED THAT:**

The Minutes of the Closed Session of November 28, 2017, be approved.

CARRIED
January-30-18-013

15.0 2018-2019 Draft Annual Business Plan
A motion was passed.

CARRIED
January-30-18-014

16.0 BOARD DEBRIEF
16.1

16.1.1 CEO Succession Plan
A motion was passed.

CARRIED
January-30-18-015

16.1.2 New Board Member Skills Profile
A motion was passed.

CARRIED
January-30-18-016

17.0 MOTION MOVING OUT OF CLOSED MEETING

ON MOTION by Mr. Graham Constantine and seconded by Ms. Tanya Goldberg, IT WAS RESOLVED THAT,

The Closed Session is terminated at 4:55 p.m. and that closed session minutes are permitted to be shared with all Board members and permitted attendees.

CARRIED
January-30-18-017

18.0 MOTION TO TERMINATE SESSION

ON MOTION by Ms. Tanya Goldberg and seconded by Mr. Graham Constantine, IT WAS RESOLVED THAT:

The session be terminated 4:56 p.m.

CARRIED
January-30-18-018

Original signed by:

Michael MacEachern, Meeting Chair,
Board Member

Original signed by:

Katrina Santiago, Recording Secretary