

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

**May 26, 2015**

**2:30pm- 4:30pm**

**Central LHIN, 60 Renfrew Dr. Markham, ON**

**MINUTES OF MEETING**

**Board Members Present:**

Mr. Warren Jestin, Chair  
Mr. Albert Liang, Vice Chair  
Ms. Aldous (Sally) Young, Board Member  
Ms. Audrey Wubbenhorst, Board Member  
Ms. Brenda Urbanski, Board Member  
Mr. John Rogers, Board Member  
Ms. Judy Cameron, Board Member  
Mr. Stephen Quinlan, Board Member  
Dr. Uzo Anucha, Board Member

**Staff Participants:**

Ms. Kim Baker, Chief Executive Officer  
Ms. Karin Dschankilic, Senior Director, Performance, Contracts and Allocations & Chief Financial Officer  
Ms. Georgina Veldhorst, Senior Director, Planning, Integration & Community Engagement  
Ms. Robin Gauzas, Executive Assistant, Recording Secretary  
Ms. Rosemary MacGilchrist, Manager, Communications  
Ms. Lynn Singh, Director, Strategic Initiatives

**Guest:**

Dr. Rakesh Kumar, Emergency Department Lead, Central LHIN  
Ms. Maggie Doherty-Gilbert, Regional Director with the Canadian Hearing Society  
Ms. Diane Gregoris, Volunteer on Community Development Council, Canadian Hearing Society

**1.0 MEETING CALLED TO ORDER**

Engagement with the public was held prior to the start of the Board meeting from 2:00 p.m. to 2:30 p.m.

The meeting was called to order at 2:30 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 nine members is 5 directors. A quorum was present at the meeting.

In accordance with the By-law, participants and guest speakers were introduced. There are no provisions for deputations.

**3.0 APPROVAL OF AGENDA**

**“ON MOTION made by Ms. Judy Cameron and seconded by Ms. Brenda Urbanski, IT WAS RESOLVED THAT,”**

**“The Agenda be approved as amended.”**

**CARRIED  
May 26-15-050**

**3.1 PATIENT STORY**

Mr. Jestin noted at the beginning of each meeting a story from a patient or caregiver perspective that relates to our mission will be shared. Mr. Jestin noted that these stories will highlight both our successes, opportunities and where improvement might be needed. The patient story serves to reinforce to Board members why we are all collectively engaged in this organization and the importance of the work that we do.

Mr. Jestin asked Ms. Rosemary MacGilchrist to read this month’s patient story.

**4.0 DECLARATION OF CONFLICT OF INTEREST**

No conflicts were declared.

**5.0 APPROVAL OF CONSENT AGENDA**

**“ON MOTION made by Mr. John Rogers and seconded by Ms. Judy Cameron, IT WAS RESOLVED THAT,”**

**“The Consent Agenda be approved as amended and all resolutions contained therein be adopted as follows:**

**CARRIED  
May 26-15-051**

**APPROVAL OF MINUTES**

**“The minutes of March 31, 2015 and May 7, 2015 are approved as amended.”**

**CARRIED  
May 26-15-052**

**5.1 OTHER ITEMS**

**5.1.1 2013-16 Long Term Care Home Services Accountability Agreement Amendments-Leisureworld Senior Care Corporation**

**BE IT RESOLVED THAT:**

**“The Central LHIN Board of Directors:**

- a) Approves the draft letters for amending agreements with Leisureworld Senior Care Corporation; and**
- b) Delegates authority to the Central LHIN CEO to execute the amending letters provided the final versions of the letters are not substantially different from the drafts.”**

**CARRIED  
May 26-15-053**

**5.1.2 Schedule of Board Meetings- Remainder of 2015**

**BE IT RESOLVED THAT:**

**“The Central LHIN Board of Directors approves the revised 2015 Schedule of Board Meetings for posting on the Central LHIN website.”**

**CARRIED  
May 26-15-054**

**5.1.3 MRI Submission- Southlake Regional Health Centre**

**BE IT RESOLVED THAT:**

**“The Central LHIN Board of Directors endorses the Southlake Regional Health Centre Pre-Capital Submission – Part A, in respect to the expansion of Magnetic Resonance Imaging (MRI) with its own funds on the condition that it does not deteriorate the current working capital position and the hospital does not commence construction until 100% of the funds are secured.”**

**CARRIED  
May 26-15-055**

**5.2 REPORTS OF COMMITTEE**

**5.2.1 Audit Committee**

**5.2.1.1 2015-16 Central LHIN Operating Budget**

**BE IT RESOLVED THAT:**

“The Central LHIN Board of Directors approves:

- a) A revision of the Annual Business Plan financials to incorporate the reduced diabetes strategy funding and;
- b) The 2015-16 Central LHIN break-even operating budget of \$5,983,174 as follows;

Revenue	
Operating	5,927,832
Amortization of Deferred Capital Contributions	55,342
<b>Total Revenue</b>	<b>5,983,174</b>
Expenses	
Staffing	4,460,319
Shared Services	434,468
Occupancy	324,076
Other general and administrative	708,969
Amortization	55,342
<b>Total Expenses</b>	<b>5,983,174</b>
Surplus (Deficit)	-

- c) In the event that the LHIN is tracking towards a surplus in 2015/16, authorizes the use of the surplus funds for the following:
  - Software - for financial or business applications: up to \$50,000
  - Consulting: assistance with rolling out key project deliverables: up to \$100,000

**CARRIED**  
**May 26-15-056**

**5.2.1.2 Approval of the 2014-2015 Annual Report on the Use of Consultants**

**BE IT RESOLVED THAT:**

“The Central LHIN Board of Directors approves the 2014-15 Annual Report on the Use of Consultants.”

**CARRIED**  
**May 26-15-057**

5.2.1.3 CFIN5- Procurement Policy

**BE IT RESOLVED THAT:**

**“The Board of Directors approves the new policy CFIN-5 Procurement Policy.”**

**CARRIED  
May 26-15-058**

**6.0 CHAIR’S REPORT**

Mr. Jestin provided an update on the following items:

**6.1 Community Nominations Terms of Reference, Proposed Timeline and Skills Matrix-For information**

Mr. Jestin provided an overview of the nominations process that will be undertaken in the next few months.

Mr. Jestin noted two Board vacancies for March 2016 and June 2016.

The Board had a fulsome discussion on the public appointment process and timelines around recruitment process. A request was made for Board Directors to forward suggested community names for the Community Nominations Committee.

Discussions around the skills matrix took place. Mr. Jestin noted that given the changing role of the LHIN, the matrix has been updated to include two new categories- representation from Aboriginal and Francophone communities.

No further additions to the matrix were noted.

**6.2 Draft Public Delegations at the Central LHIN Board of Directors-For information**

Mr. Jestin noted that staff have pulled together a draft public delegation policy for feedback and consideration by the Board.

Discussion regarding the policy took place.

Mr. Jestin noted that once changes have been incorporated this proposed policy will be brought back to the Board for approval and implementation.

Mr. Jestin requested that following implementation there be an opportunity to revisit the policy and see if it is meeting needs after being in place for a period of time.

**7.0 CEO REPORT – ITEMS FOR APPROVAL**

**7.1 2015 -2016 Assess and Restore Funding**

An overview was provided by Ms. Veldhorst on Assess and Restore funding and its intentions.

**“ON MOTION by Mr. John Rogers and seconded by Ms. Brenda Urbanski, IT WAS RESOLVED THAT,”**

**“The Central LHIN Board of Directors approves:**

- a) The following 2015/16 one-time funding to implement the 2015/16 Assess and Restore initiatives:**

Project Title	Lead Organization	One-Time Funding 2015/16	Deliverables
Enhancing Assess & Restore Capacity within the Central LHIN	Central Community Care Access Centre (CCAC)	\$655,900	<ul style="list-style-type: none"> <li>Assessment and Screening of 250 community-dwelling frail seniors over the age of 75 presenting with clinical profiles amenable to Access &amp; Restore and not currently receiving home care services.</li> <li>To collaborate with NYGH to provide care coordination to 350 patients who are assessed and screened in the Emergency Department, for assess and restore services. These are distinct from the 250 community-dwelling seniors above.</li> </ul>
	North York General Hospital (NYGH)	\$690,000	<ul style="list-style-type: none"> <li>Assessment and Screening of 350 patients in the emergency department using the Assessment of Urgency (AUA) tool.</li> <li>To provide assess and restore services to 80-100 high risk seniors designated as Alternative Level of Care (ALC) for inpatient rehabilitation.</li> <li>Training and education of 100 rehab and nursing staff at NYGH to implement Assess and Restore initiatives into daily routines.</li> </ul>
	<b>Total</b>	<b>\$1,345,900</b>	

**Central LHIN staff to effect the cash transactions related to the above funding allocations.**

**CARRIED  
May 26-15-059**

**7.2 Pre-Cap Submission Phillips House- North York General**

A summary of the Pre-Cap submission for Philips House North York General Hospital was provided by Ms. Veldhorst.

Ms. Veldhorst noted the Philips House project will work to integrate North York General Hospital ambulatory transitional mental health services for children, adolescent, young children and their families into an easy to access facility. This service is in demand within Central LHIN.

**“ON MOTION by Mr. Albert Liang and seconded by Ms. Brenda Urbanski, IT WAS RESOLVED THAT,”**

**“The Central LHIN Board of Directors endorses the North York General Hospital (NYGH) Pre-Capital Submission – Part A, in respect of the renovation of its property located at 10 Buchan Court, North York, also known as the ‘Phillips House’, with its own funds to integrate the Hospital’s ambulatory and transitional mental health services for children, adolescents, young women and their families into one, easy to access mental health facility.”**

**CARRIED  
May 26-15-60**

A question was posed around the timelines of the project. Staff will provide a timeline as part of the next Board package.

**7.3 2015-16 Allocation Process and Priorities for Investment**

An overview of the Allocation Process and Priorities for Investment was provided by Ms. Baker.

Ms. Dschankilic & Ms. Veldhorst took the Board through the details with the proposed priorities.

It was noted that available funds are not yet confirmed and that the Ministry of Health and Long term care may impose certain conditions on the funding which are unknown at this time.

As funding becomes available the LHIN will first fund the initiatives which are a continuation of 14-15 initiatives or are required to sustain certain performance levels.

These include:

- Community Transportation
- Wait Time Services of hospitals
- ALC pressure reduction initiatives
- Hospice Palliative Care

**“ON MOTION by Mr. Stephen Quinlan and seconded by Ms. Aldous Young, IT WAS RESOLVED THAT,”**

**“The Central LHIN Board of Directors approves:**

**a. The process and priorities for allocation of community sector and discretionary funds for fiscal year 2015-16 for Central LHIN as follows:**

<b>System Direction/Priority</b>	<b>System Direction/Priority Funding up to: (millions)</b>
Appropriateness	\$1.9
Access	\$1.1
Integration	\$5.4
Person-Centredness	\$0.2
CCAC	\$6.7
MLPA	\$2.1
Previously Committed	\$0.15
<b>TOTAL</b>	<b>\$17.6</b>

**b. Delegates signing authority for health service provider allocations to the CEO and Chair should a funding allocation exceed the CEO’s financial authority as set out in CFIN-4.”**

**CARRIED  
May 26-15-061**

**8.0 CEO REPORT-ITEMS FOR INFORMATION**

Ms. Baker provided updates on the following items:

**Annual Provincial Aboriginal LHIN Network (PALN) meeting**

Ms. Baker advised that the LHIN CEOs and Aboriginal LHIN Leads attended the Annual Provincial Aboriginal LHIN Network (PALN) meeting on May 19<sup>th</sup> & 20<sup>th</sup> on Manitoulin Island.

Ms. Baker noted that this annual event provides a forum for information sharing and opportunities to build great partnerships.



Ms. Baker advised that the meeting focused on key objectives such as cultural competency, pan LHIN priorities and the aboriginal health file. It was noted that during the meeting, the attendees had an opportunity to hear from 3 Aboriginal presenters on current challenges, progress and initiatives.

Ms. Baker advised that a plan is being develop to assist with developing cultural competency amongst HSPs and LHIN staff.

### **Stocktake Meeting with the MOHLTC**

Ms. Baker summarized a recent meeting with the Ministry of Health and Long Term Care to go over our recent Stocktake report

Ms. Baker noted that the meeting, focused on the following:

- MRI Scans - % of Priority IV Cases completed within 28 day Access Target
- Emergency Department – LOS for Admitted Patients
- Mental Health Conditions – Repeat ED visits within 30 days
- Substance Abuse Conditions – Repeat ED visits within 30 days

Ms. Baker noted these results are the ones the Board sees quarterly through the CEO Report.

Ms. Baker noted that in the meeting staff took the opportunity to discuss Long Term Care Home bed licenses with the MOHLTC.

### **City of Vaughan and Mackenzie Health**

Ms. Baker advised that recent media articles on the land lease signed by Mackenzie Health and City of Vaughan-99 year Lease for Hospital Land towards building the new hospital”. Mackenzie Health has signed a 99-year lease with the City of Vaughan for the approximately 40 acre site upon which the new hospital will be built. At this time the ground lease signed between Mackenzie Health and the City of Vaughan is conditional and it is not legally in effect until the City removes conditions related to agreements with a third party.

Ms. Baker noted that at this time there is nothing further required from the LHIN.

Mr. Baker provided further updates on the items listed below:

- 8.3 Annual Business Plan 2014-15Year-End Dashboard**
- 8.4 eHealth 2014/15 Year End Dashboard and Overview of 2015/16 Plan**
- 8.5 Community Engagement Toolkit Refresh Update**
- 8.7 Integrated Funding Models – Expression of Interest Update.**
- 8.9 Canadian Institute for Health Information – Your Health System Results Spring Release**
- 8.10 PanAm Games Health System Preparedness**
- 8.11 Community Sector Transportation Update**

## 9.0 OTHER BUSINESS

None at this time

## 10.0 FUTURE MEETINGS

Tuesday June 23, 2015

2:00pm-4:00pm

60 Renfrew Drive, Markham ON

## 11.0 BOARD DEVELOPMENT AND EDUCATION

Dr. Rakesh Kumar, Central LHINs Emergency Department Lead provided the Board with an update on Emergency Department Performance in Central LHIN. The following items were covered in his presentation:

- Provincial Total Emergency Department (ED) Volumes
- Central LHIN Total ED Volume & Length of Stay (LOS)
- Central LHIN ED Volumes for Complex and Minor, Uncomplicated Patients
- Indicator 1– 90P ED LOS for Admitted Patients
- Indicator 2 – 90P ED LOS for Non-Admitted Complex Patients
- Indicator 3 – 90P ED LOS for Non-Admitted Minor Patients
- Indicator 3– 90P ED LOS for Non-Admitted Minor Patients
- Indicator 4 – 90P Time to Physician Initial Assessment
- Indicator 5 – 90P Time to Inpatient Bed

Ms. Maggie Doherty and Ms. Diane Gregoris presented to the Board on Canadian Hearing Society (CHS) 75<sup>th</sup> Anniversary. Some of the key topics covered in their presentation were:

- Accessibility Services
- Hearing Health Care
- Counselling Services
- Education Programs
- Employment Services
- CHS partnership with Carefirst Family Health Team
- CHS Partnerships
- Difficulties one might experience living with hearing loss

## 12.0 MOTION MOVING INTO A CLOSED SESSION

**“ON MOTION by Ms. Judy Cameron and seconded Ms. Brenda Urbanski, 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. Georgina Veldhorst

Ms. Robyn Saccon

Ms. Robin Gauzas

Ms. Rosemary MacGilchrist

**CARRIED**  
May 26-15-062

**13.0 CLOSED SESSION CALLED TO ORDER**  
The session was called to order at 4:48 pm.

**14.0 APPROVAL OF AGENDA**

**“ON MOTION by Ms. Aldous Young and seconded by Mr. Stephen Quinlan, IT WAS RESOLVED THAT,”**

**“The Agenda of the Closed Session of May 26, 2015 be approved as circulated.”**

**CARRIED**  
May 26-15-063

**15.0 APPROVAL OF MINUTES**

**“ON MOTION by Mr. Albert Liang and seconded by Ms. Judy Cameron, IT WAS RESOLVED THAT,”**

**“The minutes of the Closed Session of March 31, 2015 & May 7, 2015 be approved as distributed.”**

**CARRIED**  
May 26-15-064

**16.0 2014-15 Central LHIN Audited Financial Statements**  
Motion carried

**17.0 2015-2016 Chief Executive Officer Objectives**  
Performance motion carried

**18.0 MOTION MOVING OUT OF CLOSED MEETING**

**“ON MOTION by Mr. John Rogers and seconded by Ms. Aldous Young, IT WAS RESOLVED THAT,”**

**“The Closed Session is terminated (5: 44p.m.) and that closed session minutes are permitted to be shared with all Board members and permitted attendees.”**

**CARRIED  
May 26-15-065**

**19.0 MOTION TO TERMINATE SESSION**

**“ON MOTION by Ms. Judy Cameron and seconded by Ms. Brenda Urbanski, IT WAS RESOLVED THAT,”**

**“The session be terminated (5:44 p.m.).”**

**CARRIED  
May 26-15-066**



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Warren Jestin, Chair



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Robin Gauzas, Recording Secretary