

**CENTRAL LOCAL HEALTH INTEGRATION NETWORK
BOARD OF DIRECTORS MEETING**
May 30, 2017 | 2:00pm-4:00pm
Central LHIN, 60 Renfrew Drive, Suite 360, Markham, ON L3R 0E1

MINUTES OF MEETING

Board Members Present:

Mr. Warren Jestin, Chair
Ms. Aldous Young, Board Member
Ms. Audrey Wubbenhorst, Board Member
Mr. Charles Schade, Board Member
Mr. David Lai, Board Member
Mr. Graham Constantine, Board Member
Mr. Michael MacEachern, Board Member
Mr. Stephen Smith, Board Member
Mr. Stephen Quinlan, Board Member
Ms. Tanya Goldberg, Board Member

Regrets:

Dr. Uzo Anucha, Board Member
Ms. Heather Martin, Board Member

Staff Participants:

Ms. Kim Baker, Chief Executive Officer
Ms. Karin Dschankilic, Senior Director, Performance, Contracts and Allocations & Chief Financial Officer
Ms. Chantell Tunney, Senior Director, Planning, Integration & Community Engagement
Ms. Robin Gauzas, Executive Assistant, Recording Secretary
Ms. Lynn Singh, Director Health System Planning and Design

Guests:

Ms. Tini Le, Vice President, Patient Services, CCAC
Ms. Julie Sullivan, Clinical Director, Medical Services, Markham Stouffville Hospital

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

“ON MOTION made by Ms. Aldous Young and seconded by Mr. Stephen Smith, IT WAS RESOLVED THAT:

The Agenda be approved as circulated.”

**CARRIED
May-30-58**

Mr. Jestin acknowledge and welcomed four new Board Members appointed by Order In Council of the provincial government Mr. Graham Constantine, Mr. Stephen Smith, Mr. Charles Schade and Ms. Heather Martin.

3.1 PATIENT STORY

Mr. Jestin introduced Ms. Le, Central CCAC’s Vice-President of Care Coordination, who, after the CCAC transfers to the LHIN on June 7, will be the new Vice President of Home and Community Care. Ms. Le presented a patient story about a senior citizen who, after having experienced a critical health incident, needed to make decisions with her family about recovery care. Further dialogue and discussion ensued regarding the story.

4.0 BOARD DEVELOPMENT AND EDUCATION

4.1 Alternative Level of Care (ALC) Collaborative

Mr. Jestin welcomed Ms. Singh, Director Health System Planning, Central LHIN and Ms. Sullivan, Clinical Director for Medical Services at Markham Stouffville Hospital and Central LHIN ALC Collaborative.

Ms. Singh and Ms. Sullivan presentation covered the following items:

- Central LHIN ALC Patient Journey, FY16/17
- Central LHIN Highlights: ALC Patient Flow at a Glance
- ALC Collaborative – Background and Governance Structure
- ALC Collaborative Strategic Initiatives
- Outpatient Stroke/Neuro Rehab Clinic
- Behavioural Support Transition Resource
- Discharge Planning Dashboard
- Discharge Planning Pathway
- ALC Collaborative – Recommendations to the MOHLTC

The Board of Directors took the opportunity to ask questions related to the Long-Term Care placement process and the “first bed” process. Further discussion ensued around Long Term Care options and possible alternatives for placement outside of the hospital.

5.0 DECLARATION OF CONFLICT OF INTEREST

None at this time.

6.0 APPROVAL OF CONSENT AGENDA

“ON MOTION made by Mr. David Lai and seconded by Mr. Michael MacEachern, IT WAS RESOLVED THAT:

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

**CARRIED
May-30-59**

6.1.1 March 28, 2017 Board Minutes

“BE IT RESOLVED THAT:

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

**CARRIED
May-30-60**

6.2 OTHER ITEMS

6.2.1 Policies

6.2.1.1 CFIN-4 Transfer Payments Business

BE IT RESOLVED THAT:

“The Central LHIN Board of Directors approve the revised CFIN-4 Transfer Payments Policy effective June 7, 2017, in line with the new LHIN mandate.”

**CARRIED
May-30-61**

6.2.1.2 CFIN-9 Purchasing Cards

BE IT RESOLVED THAT:

“The Central LHIN Board of Directors approve the revised CFIN-9 Purchasing Card Policy effective June 7, 2017 in line with the new LHIN mandate.”

**CARRIED
May-30-62**

6.3 REPORTS OF COMMITTEES

6.3.1 Audit Committee

6.3.1.1 Audit Committee Terms of Reference

BE IT RESOLVED THAT:

“The Central LHIN Board of Directors approve the revised terms of reference giving effect to the following changes:

- a. Committee meetings changed from minimum of four times per year to two times per year;
- b. Appointed committee members continue until the end of their Board term or until replaced by another member;
- c. Committee mandate revisions:
 - i. Budget approval moved to another Board Committee;
 - ii. Enterprise information technology oversight added to mandate;
 - iii. Insurance oversight moved to another Board Committee; and
 - iv. Approve financial policies on behalf of the Board.”

CARRIED
May-30-63

6.3.1.2 2016-17 Report on the Use of Consultants

BE IT RESOLVED THAT:

“The Central L^HIN Board of Directors approve the nil consultant report for the period April 1, 2016 to March 31, 2017.”

CARRIED
May-30-64

6.3.1.3 2017-2018 Stub Period Audit

BE IT RESOLVED THAT:

“The Central L^HIN Board authorizes the Board Chair and the Audit Chair to negotiate and approve the BDO Dunwoody contract to perform the stub period audit of the CCAC defined as the period from April 1, 2017 to June 6, 2017.”

CARRIED
May-30-65

6.3.2 Governance and Community Nominations Committee

6.3.2.1 Report from Committee meeting
Information only.

6.3.2.2 Public Deputations at the Central L^HIN Board of Directors Meetings

BE IT RESOLVED THAT:

“The Central L^HIN Board of Directors approves the Public Deputations at the Central L^HIN Board of Directors Meetings as recommended by the Chair of the Governance and Community Nominations Committee”.

**CARRIED
May-30-66**

7.0 CHAIR'S REPORT

7.1 Items for Approval

None at this time.

7.2 Items for Information

Central LHIN Transition Update

Mr. Jestin took the opportunity to acknowledge the Central CCAC Board of Directors, their management team and all their staff for the guidance, input and information over this past year in support of the transition of their home and community care operations.

It was noted that the Board was appreciative of the work of the Central CCAC and the Board of Directors.

Central LHIN Governance Council

Mr. Jestin provided highlights from the May 17th Governance Council meeting held at Central LHIN office. Mr. Jestin noted the value of the sessions as it provides an opportunity for all Health Service Provider Governors to come together for governance-level updates and collaborative discussions.

Mr. Jestin noted that the following updates were provided at the May 17th session:

- an update from the Central LHIN on HSP funding
- the status of transition of home and community care to the Central LHIN
- broader system transformation planning and the LHIN mandate letter from the Minister

Feedback from the breakout sessions held during the Governance Council meeting have been shared with the Board. The report out provided the Board members in attendance, as well as the governors to provide feedback on the session and format. Mr. Jestin noted the opportunity to possibly move forward with an alternate format.

Minister's Mandate Letter

Mr. Jestin acknowledge receipt of the Mandate letter from the Minister of Health and Long-Term Care which was received on May 1, 2017. Mr. Jestin noted the ongoing discussions at both the local and provincial level on the various pillars in the letter.

Community Head Injury Resource Services (CHIRS)

Mr. Jestin congratulated the Community Head Injury Resource Services (CHIRS) for earning Exemplary Standing from Accreditation Canada. Mr. Jestin noted that their results report advised that "CHIRS has exceptional clinical expertise, and their staff were described as having solid theoretical base with strong practical application skills and were "welcoming of complex cases". Mr. Jestin extended congratulations to CHIRS Board of Directors, including their Chair Karen Sasaki, and the entire CHIRS team, led by Executive Director Hedy Chandler.

8.0 CEO REPORT – ITEMS FOR APPROVAL

8.1 North York General Hospital Pre-Capital Submission - Paediatric Unit Renovation

Ms. Tunney provided the Board with an overview of North York General Hospital Pre-Capital Submission - Paediatric Unit Renovation.

“ON MOTION made by Mr. Michael MacEachern and seconded by Ms. Tanya Goldberg, IT WAS RESOLVED THAT:

“The Central LHIN Board of Directors endorses the North York General Hospital’s Pre-Capital Submission – Part A, with its own funds, in respect to the Paediatric Unit Renovations (Inpatient and Ambulatory).

**CARRIED
May-30-67**

9.0 CEO REPORT – ITEMS FOR INFORMATION

Ms. Baker provided the Board with an update on the following items:

2017-2018 LHIN Mandate Letter

Ms. Baker noted that on May 1, 2017, the Central LHIN received a Mandate Letter from the Ministry of Health and Long-Term Care

Ms. Baker provided a high level overview some of the provisions in the Mandate Letter which include:

- Establishing a local Patient and Family Advisory Committee. Ms. Baker noted the Central LHIN currently has a patient advisory panel in place called CHAP (Citizen Health Advisory Panel) and has seen the benefits from having such a panel in place for planning initiatives.
- LHINs collaborating with the Ministry to develop new performance targets that better reflect the role of the LHIN as well as measure the success of transformation activities;
- A greater focus on promoting health equity, recognizing the impact of social determinants to health

The Board indicated their interest in further dialogue related to the priorities articulated in the mandate letter with a view to understanding how this process (letter) informs our strategy moving forward. Given the expanded mandate of the LHIN and that this is the first time the LHIN has received such a letter, current work underway includes updating the Central LHIN’s Annual Business Plan to align with the mandate letter, per Ministry direction, and planning priorities for investment. Ms. Baker indicated that a briefing to the Board is planned for the June Board meeting to propose potential priorities for investment that align with the LHIN’s IHSP/Annual Business Plan and the new LHIN mandate and that this could be an opportunity for further dialogue.

Central LHIN Adding Accountability for Home and Community Care

Ms. Baker advised that the Central CCAC's staff, assets, responsibilities and liabilities will transfer to the Central LHIN on June 7, 2017. Ms. Baker noted to prepare for this, Central CCAC and Central LHIN staff, are actively completing tasks to achieve a smooth transition for staff and seamless continuity of care for patients.

Ms. Baker noted that she and Central LHIN staff have had ongoing touch base calls with the Ministry on readiness initiatives underway.

Ms. Baker advised that on the day of transition, VP level staff will be at each of the Central LHIN sites to greet staff and hand out new lanyards as well as complete oaths of allegiance and office. Throughout the day, management at all four sites will be holding OTN videoconference meetings to provide updates and that a communication plan has been developed to support informing stakeholders internally and externally.

North York General Hospital Branson Closure Update

Ms. Baker provided an updated on the North York General Hospital Branson Closure.

Ms. Baker provided further details on the plan to develop a model for care for the Branson community that will address the particular needs of the area. The LHIN is working with North York General and key stakeholders to develop an integrated model. In the meantime, Ms. Baker informed the Board that there will be ongoing primary care at the Branson site for the next three months to continue access to services. Primary care services will be available between 10-6pm during the week. Ms. Baker acknowledged the efforts of the Hospital in planning for a smooth transition.

Provincial and Central LHIN response to "malware"

Ms. Baker addressed the fairly extensive media coverage on a globally-active malicious software or "malware" on and around May 12. The Central LHIN and Central CCAC staff reacted quickly to ensure that systems had already installed the Microsoft patch to protect against this virus and shared risk management steps with our staff.

On a go forward, Ms. Baker noted that given this risk at not only the LHIN level but the provincial level there is a need to develop standards for Health Service Providers and as such thing ought to be done at the provincial level and could be reflected in our Service Accountability Agreements as an example.

Next, Ms. Tunney provided the Board with further information on the North American Indigenous Games 2017.

A question related to the North American Indigenous Games and the role of the LHIN was put forward. It was noted that there is no formal LHIN role in the planning. This information is noted for awareness.

Ms. Tunney also provided a brief overview of community hubs and work currently underway.

10.0 OTHER BUSINESS

Mr. Jestin extended recognition and remarks to Dr. Anucha and Mr. Quinlan for their six years of service and dedication to the Central LHIN Board of Directors.

11.0 FUTURE MEETINGS

Tuesday, June 27, 2017 Board Meeting

2:00 pm-4:00 pm

Central LHIN, 60 Renfrew Drive, Markham

12.0 MOTION MOVING INTO A CLOSED SESSION

“ON MOTION by Mr. Michael MacEachern and seconded Ms. Tanya Goldberg, 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. Robin Gauzas
Ms. Robyn Saccon
Ms. Cheryl Cheung
Ms. Laurie Rose
Ms. Lori Borovoy
Mr. Andy Sewpersaud
Ms. Marnie MacPhee.”**

**CARRIED
May-30-68**

- 13.0 CLOSED SESSION CALLED TO ORDER**
The session was called to order at 4:00 p.m.

14.0 APPROVAL OF AGENDA

“ON MOTION by Mr. Michael MacEachern and seconded by Ms. Tanya Goldberg, IT WAS RESOLVED THAT:

The Agenda of the Closed Session of May 30, 2017 be approved as circulated.”

**CARRIED
May-30-69**

15.0 APPROVAL OF MINUTES

- 15.1 Review of Board of Directors Minutes of March 28, 2017**

“ON MOTION by Mr. Stephen Quinlan and seconded by Mr. Michael MacEachern, IT WAS RESOLVED THAT:

The Minutes of the Board’s Closed Session of March 28, 2017 be approved as distributed.”

**CARRIED
May-30-70**

- 16.0 2016-17 Central LHIN Audited Financial Statements**
A motion was passed.

**CARRIED
May-30-71**

- 17.0 2017-18 Central LHIN Budget**
A motion was passed.

**CARRIED
May-30-72**

18.0 MOTION MOVING OUT OF CLOSED MEETING

“ON MOTION by Mr. Stephen Quinlan and seconded by Mr. Stephen Smith, IT WAS RESOLVED THAT:

The Closed Session is terminated (6:06 pm) and that Closed Session minutes are permitted to be shared with all Board Members and permitted attendees.”

**CARRIED
May-30-73**

19.0 MOTION TO TERMINATE SESSION

“ON MOTION by Ms. Tanya Goldberg and seconded by Mr. Charles Schade, IT WAS RESOLVED THAT:

The session be terminated (6:07 pm).”

**CARRIED
May-30-74**



Warren Jestin, Chair



Robin Gauzas, Recording Secretary