

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

November 24, 2015

2:00pm- 4:00pm

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
Mr. Stephen Quinlan, Board Member
Dr. Uzo Anucha, Board Member

Regrets:

Ms. Judy Cameron, 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

Guests:

Dr. David Kaplan, Central LHIN Primary Care Lead
Ms. Lynn Singh, Director Strategic Initiatives, Central LHIN

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 nine members is 5 directors. A quorum was present at the meeting.

In accordance with the By-law, participants and guest speakers were introduced. No public deputations were noted for the meeting.

3.0 APPROVAL OF AGENDA

“ON MOTION made by Mr. Stephen Quinlan and seconded by Mr. Albert Liang , IT WAS RESOLVED THAT,”

“The Agenda be approved as circulated.”

**CARRIED
November 24-15-111**

3.1 PATIENT STORY

Mr. Jestin introduced Ms. MacGilchrist who shared information on the Aboriginal community in Central LHIN. Ms. MacGilchrist noted that approximately 7,000 Aboriginal people live in the Central LHIN, most off-reserve with about 200 Chippewas living on Georgina Island. The Chippewas are the Central LHIN’s only on-reserve community.

Ms. MacGilchrist advised that today’s story is based on the experiences and insights of Ken Syrette, an Indigenous Outreach Counsellor at Addictions Services for York Region.

4.0 DECLARATION OF CONFLICT OF INTEREST

None

5.0 APPROVAL OF CONSENT AGENDA

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

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

**CARRIED
November 24-15-112**

5.1 APPROVAL OF MINUTES

“The minutes of October 27, 2015 are approved as circulated.”

**CARRIED
November 24-15-113**

5.2 OTHER ITEMS

5.2.1 Delegation of Authority to Chair for December

BE IT RESOLVED THAT:

“The Central LHIN Board of Directors approves delegation of authority to the Chair in the absence of a December 2015 Board Meeting.”

**CARRIED
November 24-15-114**

5.2.2 2016 Central LHIN Board of Directors Meeting Schedule

BE IT RESOLVED THAT:

“The Central LHIN Board of Directors approves the proposed 2016 Schedule of Board Meetings for posting on the Central LHIN website and proposed meeting format changes as amended.”

**CARRIED
November 24-15-115**

5.2.3 2015/16 Compliance Declaration Q3

BE IT RESOLVED THAT:

“The Central LHIN Board of Directors delegates the recommendation to approve the third quarter 2015-16 Compliance Declaration to the Audit Committee Chair.”

**CARRIED
November 24-15-116**

5.3 REPORTS OF COMMITTEE

5.3.1 Audit Committee

5.3.1.1 Enterprise Risk Management Framework

BE IT RESOLVED THAT:

“The Central LHIN Board of Directors approves the Central LHIN Enterprise Risk Management Framework- October 2015.”

**CARRIED
November 24-15-117**

6.0 CHAIR’S REPORT

Mr. Jestin provided the Board with an update on the following items.

Central LHIN Governance Council-November 23, 2015

Mr. Jestin provided an overview of the Council meeting session that focused on understanding how Health Service Providers’ governors understand gaps in the populations they serve. The LHIN shared its strategy moving forward that includes a sub LHIN region approach. The LHIN has proposed future governance council meetings perhaps occur in the sub LHIN regions in order to take more of a population focus.

Mr. Jestin noted there was good dialogue, the meeting went over the original time allotted and was

attended by 22 health service provider Chairs. Mr. Jestin thanked Mr. Liang for attending.

LHIN Chairs (Retreat) Meeting- November 20th

Mr. Jestin noted that both the Deputy and Minister Hoskins were in attendance for a portion of the LHIN Chairs retreat on November 20, 2015. The discussion focused on future changes and strategic priorities for the LHINs.

Markham Family Health Team

Mr. Jestin congratulated the Markham Family Health Team, who was the proud recipient of two Bright Lights Awards at the annual AFHTO (Association of Family Health Teams of Ontario) conference in October.

6.1 Board Committee Terms of Reference

The Board Committee Terms of Reference have been deferred to the January Board meeting for approval to provide an opportunity to incorporate recent feedback from the Board.

7.0 CEO REPORT – ITEMS FOR APPROVAL

7.1 2016/17 Hospital Accountability -Planning Submission Process and Principles

An overview of the 2016/17 Hospital Accountability Planning Submission Process and Principles was provided by Ms. Dschankilic.

“ON MOTION by Ms. Brenda Urbanski and seconded by Ms. Aldous Young , IT WAS RESOLVED THAT,”

“The Central LHIN Board of Directors:

- a) **Approves the process by which the Central LHIN will execute the 2016/17 Hospital Service Accountability Agreement with Mackenzie Health, Markham Stouffville Hospital, North York General Hospital, Stevenson Memorial Hospital, and Southlake Regional Health Centre hospitals as follows:**
 - i. **The hospitals will submit a draft Hospital Accountability Planning Submission to Central LHIN by November 23, 2015, and a final hospital-board approved Hospital Accountability Planning Submission to Central LHIN by January 29, 2016; and**
 - ii. **Central LHIN and hospital staff will work together to finalize planning submissions and negotiate Hospital Service Accountability Agreements targets during February 2016; and**
 - iii. **Central LHIN staff will bring the 2016/17 Hospital Service Accountability Agreements to the Central LHIN Board of Directors for approval in March 2016; and**
- b) **Approves the process by which the Central LHIN will execute the 2016/17 Hospital Service Accountability Agreement with Humber River Hospital as follows:**
 - i. **The 2015/16 agreement will be extended to June 30, 2016; and**

- ii. The hospital will submit a final board-approved Hospital Accountability Planning Submission to Central LHIN by April 1, 2016; and
- iii. The 2016/17 Hospital Service Accountability Agreement will be brought to the Central LHIN Board of Directors for approval no later than June 2016; and
- c) Approves the process by which the Central LHIN will execute the 2016/17 Hospital Service Accountability Agreement with its private hospitals whereby funding and volumes will remain consistent with 2015/16; and
- d) Approves the following principles for setting key performance targets in the 2016/17 Hospital Service Accountability Amending Agreements:

Item	Principles for target setting
1. <i>Global: Volumes and Funding</i>	<ul style="list-style-type: none"> • No change from 2015/16
2. <i>HBAM: Volumes and Funding</i>	<ul style="list-style-type: none"> • Determined individually by hospitals based on local circumstances. Assumptions will be evaluated by Central LHIN for reasonableness on a case-by-case basis.
3. <i>Wait Time Strategy: Volumes, Funding and Wait Times (CT and MRI)</i>	<ul style="list-style-type: none"> • 2015/16 funding and volumes as interim targets until 2016/17 information is available; • Performance targets set in a manner that enables achievement of the LHIN MLAA CT wait time targets,; • MRI: Performance targets set in a manner that supports improved performance in 2016/17 and achievement of the LHIN MLAA wait time targets by 2017/18
4. <i>Quality Based Procedures: Volumes, Funding and Wait Times</i>	<ul style="list-style-type: none"> • 2015/16 funding and volumes as interim targets until 2016/17 information is available; • Performance targets set in a manner that enables achievement of the LHIN MLAA wait time targets
5. <i>90th Percentile Emergency Department Length of Stay</i>	<ul style="list-style-type: none"> • Set hospital-specific targets in a manner that enables achievement of the LHIN MLAA targets
6. <i>Quality Indicators (C. Difficile Rate)</i>	<ul style="list-style-type: none"> • Hospital-specific negotiated targets based on hospital 2016/17 Quality Improvement Plans and provincial guidelines
7. <i>Alternate Level of Care (ALC)</i>	<ul style="list-style-type: none"> • Performance targets set in a manner that supports improved performance in 2016/17 and achievement of the LHIN MLAA targets in 2017/18
8. <i>Current Ratio</i>	<ul style="list-style-type: none"> • Set at 0.8, with performance standard (corridor) of 0.8-2.0, with the exception of Southlake which will be set to achieve their working capital plan
9. <i>Total Margin</i>	<ul style="list-style-type: none"> • Set at 0.00% (balanced budget), with performance standard (corridor) up to 2.00%

- e) **Delegates authority to the Central LHIN CEO to approve local LHIN obligations to be included in the 2016/17 Hospital Service Accountability Amending Agreements.”**

CARRIED
November 24-15-118

7.2 Integrated Health Service Plan (IHSP) 2016 -2019

Ms. Baker provided a high level overview of the draft IHSP 2016-2019.

Ms. Veldhorst took the Board through a detailed presentation on the development of the Integrated Health Service Plan (IHSP) 2016-2019.

The Board noted the importance of the patient voice/experience and the impact of these initiatives.

A revised motion was tabled.

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

“The Central LHIN Board of Directors:

Approves the Integrated Health Service Plan 2016-2019 and directs staff to submit the plan to the Ministry of Health and Long-Term Care by November 30, 2015 and subsequently translate and post the plan publically prior to February 1, 2016.”

CARRIED
November 24-15-119

8.0 CEO REPORT-ITEMS FOR INFORMATION

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

Hospital Report Manager (HRM)

Ms. Baker advised that all Central LHIN public Hospitals are now live with Hospital Report Manager.

Ms. Baker noted that HRM is an eHealth solution that enables clinicians using Electronic Medical Records to securely receive patient reports electronically from participating sending facilities.

Syrian Refugees status update:

Ms. Baker provided a high level overview of the Ministry Action Plan for incoming Syrian Refugees. This plan is to:

- Monitor Syrian refugee situation and assess health needs
- Determine and inform resettlement arrangements and details
- Coordinate health system preparedness, services delivery and capacity
- Develop information for refugees, agencies and partners

Ms. Baker noted that at this time the LHIN role is as follows:

- Support assessment of potential sites for refugee accommodation and health services. It was noted that Humber River Regional Hospital was mentioned in the media of potentially becoming one of the sites.
- Coordinate development of local plans to meet health service needs
- Coordinate local service delivery on-site and in the community
- Support communication and awareness for local health service providers
- Support issue identification and resolution with Ministry Emergency Operations Centre (MEOC)

Ms. Baker provided the Board with updates on the following items:

- 8.2 2015/16 2nd Quarter Annual Business Plan Dashboard
- 8.4 Update on Allocation Process and Priorities
- 8.5 2016-2017 Annual Business Plan (ABP)
- 8.7 Implementation of the Definitions Frameworks for Rehabilitative Care
- 8.8 Long-Term Care (LTC) Redevelopment Update
- 8.9 Local Regional Quality Session
- 8.10 Community Engagement Toolkit Refresh

9.0 OTHER BUSINESS

None at this time

10.0 FUTURE MEETINGS

Tuesday January 26, 2016

2:00pm-4:00pm

60 Renfrew Drive, Markham ON

11.0 BOARD DEVELOPMENT AND EDUCATION

Dr. David Kaplan, Primary Care Lead for Central LHIN and Ms. Lynn Singh Director Strategic Initiatives provided the Board with a Central LHIN plan for Holiday Flu Planning.

Discussion included the communication roll out for initiatives and the inclusion of primary care in the planning.

12.0 MOTION MOVING INTO A CLOSED SESSION

“ON MOTION by Ms. Audrey Wubbenhorst and seconded Mr. John Rogers , 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
November 24-15-120**

13.0 CLOSED SESSION CALLED TO ORDER

The session was called to order at 4:24 pm.

14.0 APPROVAL OF AGENDA

“ON MOTION by Mr. Stephen Quinlan and seconded by Mr. Albert Liang, IT WAS RESOLVED THAT,”

“The Agenda of the Closed Session of November 24, 2015 be approved as circulated.”

**CARRIED
November 24-15-121**

15.0 APPROVAL OF MINUTES

“ON MOTION by Ms. Aldous Young and seconded by Ms. Brenda Urbanski, IT WAS RESOLVED THAT,”

“The minutes of the Closed Session of October 27, 2015 be approved as distributed.”

**CARRIED
November 24-15-122**

16.0 Community Nominations Committee- Proposed Slate of Candidates
A motion was passed.

**CARRIED
November 24-15-123**

17.0 MOTION MOVING OUT OF CLOSED MEETING

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

“The Closed Session is terminated (5: 25 p.m.) and that closed session minutes are permitted to be shared with all Board members and permitted attendees.”

**CARRIED
November 24-15-124**

18.0 MOTION TO TERMINATE SESSION

“ON MOTION by Mr. Albert Liang and seconded by Mr. Stephen Quinlan, IT WAS RESOLVED THAT,”

“The session be terminated (5:25 p.m.).”

**CARRIED
November 24-15-125**



Warren Jestin, Board Chair



Robin Gauzas, Recording Secretary

