

**CENTRAL LOCAL HEALTH INTEGRATION NETWORK
BOARD OF DIRECTORS MEETING
October 23, 2018 | 2:00pm-4:00pm
Central LHIN, 60 Renfrew Drive, Suite 300, Markham, ON**

MINUTES OF MEETING

Board Members Present:

Mr. Warren Jestin, Board Chair
Mr. Charles Schade, Vice Chair
Mr. Michael MacEachern, Vice Chair
Mr. Stephen Smith, Board Secretary
Mr. Graham Constantine, Board Member
Ms. Heather Martin, Board Member
Ms. Elspeth McLean, Board Member
Mr. Mark Solomon, Board Member

Staff Participants:

Ms. Kim Baker, Chief Executive Officer
Ms. Karin Dschankilic, Vice President, Performance and Corporate Services & Chief Financial Officer
Ms. Tini Le, Vice President, Home and Community Care
Ms. Barbara Bell, Vice President, Quality and Patient Safety
Ms. Katrina Santiago, Governance Associate, Recording Secretary

Regrets:

Mr. David Lai, Board Member
Ms. Tanya Goldberg, Board Member

1.0 CALL TO ORDER & APPROVAL OF AGENDA

The meeting was called to order at 2:02 p.m.

The Chair informed the Board that the flow of the agenda changed slightly for this meeting. The presentation on the Central LHIN collaborative with the hospitals, iPlan, is referenced in the IHSP and so the presentation was moved to follow the draft IHSP to assist with content.

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 10 members is six 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,

APPROVAL OF AGENDA

ON MOTION made by Mr. Michael MacEachern and seconded by Mr. Charles Schade,

IT WAS RESOLVED THAT:

“The Agenda be approved as circulated.”

**CARRIED
October-23-18-094**

2.0 DECLARATION OF CONFLICTS OF INTEREST

Mr. Jestin welcomed all members of the public attending the board meeting. No conflicts of interested were declared.

3.0 PATIENT STORY

Mr. Jestin introduced Ms. Tini Le, Vice President, Home and Community Care, who presented a story on Pediatric Care Complexity in the Community, including trends on the Child and Youth population within the LHIN, as well as intervention and support.

Discussion ensued regarding the child population in the LHIN who are in the system with mental health issues, both in and out of the school system. More information on these statistics will be provided at a later date.

4.0 APPROVAL OF CONSENT AGENDA

ON MOTION made by Mr. Stephen Smith and seconded by Ms. Elspeth McLean,

IT WAS RESOLVED THAT:

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

**CARRIED
October-23-18-095**

4.1 Meeting Minutes – September 25, 2018

IT WAS RESOLVED THAT:

“The Minutes of the September 25, 2018 Board Meeting are approved as circulated.”

CARRIED
October-23-18-096

4.2 CEO Compliance Declaration – 2nd Quarter

IT WAS RESOLVED THAT:

“The Central LHIN Board of Directors approve the CEO and Board Chair to execute and submit the Declaration of Compliance to the Ministry for the 2018/2019 second quarter.”

CARRIED
October-23-18-097

4.3 2018/2020 Hospital Service Accountability Agreement - Centre for Addiction and Mental Health

IT WAS RESOLVED THAT:

“The Central LHIN Board of Directors approves Central LHIN to enter into a Hospital Service Accountability Agreement with the Centre for Addiction and Mental Health using the 2018-2020 Hospital Service Accountability Agreement template with the following terms and conditions:

- **Schedule A Funding Allocation: not applicable**
- **Schedule B Reporting Requirement: not applicable**
- **Schedule C Performance Indicators: not applicable**
- **Schedule D Compliance Certificate: not applicable**
- **Schedule E Project Funding Agreement:**
 - **Project Funding Amount: \$170,000 One-time**
 - **Deliverables: Provide HSP 360, including technical support, maintenance and end user support to Health Service Providers in Central LHIN.”**

CARRIED
October-23-18-098

5.0 CHAIR’S REMARKS

Changes to the Ministry of Health and Long-Term Care

Mr. Jestin referenced the recent changes the Ministry of Health and Long-Term Care has undergone. There has been an organizational realignment as part of their plan to tackle the hallway healthcare crisis. Some of the divisions and branches are being merged to provide better services to patients.

MPP Elliott’s Open House

On October 9, Minister Elliott’s constituency office held an Open House and invited the LHIN to attend. Mr. Jestin thanked Mr. MacEachern for attending on behalf of the LHIN.

6.0 NEW/OTHER BUSINESS

6.1 CEO Report

Recent Ministry Announcements

The Deputy Minister announced changes to the Ministry’s organizational structure. Further to the Chair’s update, these changes were made to:

- Align acute and emergency services, Bring hospitals, provincial programs and emergency services together,
- Bring together community and mental health and addictions services, including integrating youth mental health services; and
- Ensure end-to-end planning and implementation for long-term care homes.

The changes do not affect how the LHIN reports to the Ministry.

Pan LHIN Indigenous Meeting

A LHINs Indigenous Meeting took place in early October that Ms. Baker attended with other LHIN CEOs, along with Pan LHIN Indigenous Leads, the Local LHIN Indigenous Circle, and guests. The meeting focused on:

- Continuing to build and maintain positive long-term relationships between CEOs, the Provincial Aboriginal LHIN Network (PALN) and local Indigenous communities;
- Collaboratively sharing information, allowing for meaningful input and identification of interests, opportunities and issues relevant to local Indigenous communities;
- Establishing joint areas of focus for improving Indigenous health outcomes aligned with the current common objectives that are actionable within one-two years; and
- Further developing skills and knowledge related to improving health service quality for Indigenous people.

Indigenous cultural training is taking place at Georgina Island in January and February of next year. Ms. Baker invited interested Board members to contact Ms. Katrina Santiago to reserve a place for training.

Ethics Executive Orientation Workshop – Conflict of Interest Commissioner

As the Ethics Executive for the staff of the Central LHIN, Ms. Baker regularly attends workshops related to conflict of interest. In October, she, along with Mr. Michael MacEachern and Mr. Stephen Smith attended a session that focused on:

- Ethics executives and senior public servants sharing best practices about being

- ethics executives and making ethical decisions,
- Understanding how the office of the Commissioner can assist you as an ethics executive, and
- Discussion of a case study dealing with conflict of interest, political activity and disclosure of wrongdoing issues.

Helpful resources from the session have been posted on the Board portal for all Board members to review. On an annual basis, staff also receive this information around the CEO's role as the Ethics Executive. The information provides direction to resources available, should they have any questions.

Central LHIN and Region of York (ROY) – Commitment to Collaboration

A collaborative partnership is being established with the Region of York through an agreement similar to the one the LHIN has developed in the past with Health Quality Ontario.

The commitment is to define a collaborative relationship that promotes alignment of efforts between the LHIN and ROY to accelerate the advancement of strategic partnerships, e.g. Municipal partnerships, Public Health Units, Services Providers, and to increase system access and strengthen integrated person-centred care.

Ms. Baker asked the Board if there were any updates they would like to see going forward. It was requested that an update from the Patient and Family Advisory Committee would be beneficial.

6.2 Draft Integrated Health Service Plan (IHSP) 2019-2022

Ms. Baker and Ms. Lynn Singh, Director, Health System Planning, provided a presentation on the Draft IHSP that included:

- An update on the requirements and approach for developing the IHSP
- Community engagement feedback and input

Following the presentation, the Board discussed next steps for the IHSP, strategy from the Ministry and trends and uniformities across all the IHSPs from the 14 LHINs. With the collaboration across the LHINs and imperatives jointly created, there are some local variations, but very similar initiatives.

ON MOTION made by Mr. Stephen Smith and seconded by Mr. Mark Solomon,

IT WAS RESOLVED THAT:

“The Central LHIN Board of Directors:

Approves the draft Central LHIN Integrated Health Service Plan 2019-2022 for staff to submit to the Ministry of Health and Long-Term Care by October 29, 2018 and, in the

absence of any material changes, proceed to translate in French and follow all expected protocols for publishing in accordance with Ministry-approved guidelines and timelines.”

CARRIED
October-23-18-099

6.3 2019/2022 Community Accountability Planning Submission (CAPS) – Review Process and Principles

Ms. Karin Dschankilic provided an update on the process and principles of the 2019/2022 CAPS. The Board briefly discussed how the LHIN communicates the submissions with the community.

ON MOTION made by Ms. Heather Martin and seconded by Mr. Charles Schade,

IT WAS RESOLVED THAT:

“The Central LHIN Board of Directors:

Approves the following principles to guide the review of the 2019-2022 Community Accountability Planning Submissions:

- a. An Annual Balanced Budget must be achieved as defined in the 2019-2022 M-SAA;**
- b. Administrative expenses must not exceed 14.25% of the LHIN funding in the first (2019- 2020) year and 13.5% in the second year (2020-2021) of the Planning Submission; and**
- c. No overall service reductions should be planned for. Health service providers may propose shifts in services to better meet community demand for services and to align with provincial priorities.”**

CARRIED
October-23-18-100

7.0 BOARD DEVELOPMENT AND EDUCATION

7.1 Central LHIN ALC Collaborative: iPlan

Mr. Mehdi Somji, Manager of Clinical Process Optimization, Humber River Hospital
Ms. Mary Burello, Director of Home and Community Care, Hospitals, Central LHIN provided a presentation on iPlan, a Central LHIN ALC Collaborative. iPlan is an electronic solution that enables communication with other hospital stakeholders, making them aware of the discharge plans of patients related to in-home care or placement into long-term care or community care.

Mr. Somji and Ms. Burello included details on:

- Development of the ALC Collaborative and its alignment with a health care focus
- ALC Patient flow within the LHIN

- Home and Community Care and the use of iPlan
- Progress thus far at Humber River Hospital
- Snapshots looking at the three tiers: day-to-day operations, corporate quality improvement, system level decision making and occupancy across hospitals
- Opportunities for implementation across Ontario

Discussion after the presentation took place related to opportunities to share the system with smaller hospitals and long-term care homes, and benefits seen thus far from implementing iPlan.

8.0 NEXT MEETING

Tuesday, November 27, 2018

2:00 p.m. – 4:00 p.m.

Central LHIN, 60 Renfrew Drive, Markham Ontario

9.0 ADJOURN INTO CLOSED SESSION

ON MOTION by Mr. Stephen Smith and seconded by Mr. Graham Constantine,

“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. Tini Le
Ms. Barbara Bell
Ms. Katrina Santiago
Ms. Robyn Saccon.”**

CARRIED
October-23-18-101

CLOSED SESSION CALLED TO ORDER

The session was called to order at 3:48 p.m.

11.0 CALL TO ORDER & APPROVAL OF AGENDA

ON MOTION by Mr. Michael MacEachern and seconded by Mr. Graham Constantine,

IT WAS RESOLVED THAT:

“The Agenda of the Closed Session of September 25, 2018, be approved as circulated.”

CARRIED
October-23-18-102

12.0 BOARD DEBRIEF

12.1 Meeting Minutes – September 25, 2018

ON MOTION by Mr. Michael MacEachern and seconded by Mr. Stephen Smith,

IT WAS RESOLVED THAT:

“The Minutes of the September 26, 2018 Closed Board Meeting are approved as circulated.”

CARRIED
October-23-18-103

13.0 MOTION MOVING OUT OF CLOSED MEETING

ON MOTION by Mr. Michael MacEachern and seconded by Ms. Elspeth McLean,

IT WAS RESOLVED THAT,

“The Closed Session is terminated at 5:11 p.m. and that closed session minutes are permitted to be shared with all Board members and permitted attendees.”

CARRIED
October-23-18-104

14.0 MOTION TO TERMINATE SESSION

ON MOTION by Ms. Heather Martin and seconded by Mr. Graham Constantine,

IT WAS RESOLVED THAT:

“The session be terminated at 5:12 p.m.”

**CARRIED
October-23-18-105**

Original signed by:

Warren Jestin, Board Chair

Original signed by:

Katrina Santiago, Recording Secretary