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## Champlain LHIN Board Meeting

June 22, 2016

Champlain LHIN Boardroom – suite 500, 1900 City Park Drive

### Approved Minutes

Board Members in Attendance: Jean-Pierre Boisclair (Chair), Marie Biron (Vice-Chair), Guy Freedman, Randy Reid, Elaine Ashfield, David Somppi

Regrets: Pierre Tessier

Staff Members in Attendance: Chantale LeClerc, Cal Martell, Eric Partington, Glenn Alexander, Elaine Medline, Josée Charbonneau, Kevin Barclay

#### 1 Call to Order

The meeting is called to order at 12:00 noon.

#### 2 Conflict of Interest Declarations

David Somppi declares a potential conflict of interest regarding Pricewaterhouse Coopers.

#### 3 Motion to move in-camera:

12:00-  
12:45

*THAT 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 Integration Act, 2006:*

- X *Personal or public interest*
- X *Personnel matters*

**To receive confidential information regarding the following items:**

**4.1 Approval of confidential minutes May 25, 2016**

**4.2 Chair's Report**

**4.3 CEO's Report**

**AND further that the following individuals be permitted to attend for these items;**

**Chantale LeClerc**

**Sylvie Bleau**

**Cal Martell**

**Elaine Medline**

**Eric Partington.**

**Also to address the topic listed below, and that the following individual be permitted to attend for this item;**

**Chantale LeClerc**

**4.4 CEO Performance Evaluation and Compensation Committee**

**Moved: David Somppi / Seconded: Marie Biron**

**All in favour**

**Carried**

**12:50- 13:00 -- BREAK**

**5 Approval of Agenda**

**13:00** There being no objection, the agenda is approved as distributed.

**Moved: Guy Freedman / Seconded: Marie Biron**

**All in favour**

**Carried**

**4 Welcome and Introduction**

**Chair's Report & In-Camera Report**

**13:00** The Board Chair welcomes everyone. Observers are reminded about the rules of engagement for the LHIN's public board meetings and the scheduled break providing members of the public a chance to engage with Board Directors and senior managers as well as with each other. Participants are asked to introduce themselves.

The Chair reports on business conducted during the in-camera session held earlier:

- The only decisions taken were the approval of the confidential minutes and the Board's agreement for the Chair to write a letter to thank and congratulate Minister and Attorney General Madeleine Meilleur regarding her recent announcement to retire as an MPP.
- The Board will reconvene the in-camera session at the end of the meeting to receive the report from the CEO Performance Evaluation and Compensation Committee.

Jean-Pierre Boisclair distributes a summary of activities he has engaged in since the last Board meeting. There is no further comment or question regarding these activities.

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## **CEO Report**

Chantale LeClerc provides a high level summary of her monthly report and answers questions. The following points are noted:

- Annual Business Plan: The LHIN has received feedback on its plan from the Ministry. Most of the input provided asked for clarifications and editorial changes, and will not change the substantive nature of the work that was planned. For this reason, the plan will not need to come back to the Board for further approval. LHIN staff are working at incorporating all feedback in the final version that will be made public and will be shared with the Board members once finalized.
- Health Quality Indicator Symposium: On June 20<sup>th</sup> a successful symposium was hosted by the Champlain LHIN in partnership with Health Quality Ontario at the Ottawa Conference Centre. 120 participants representing all health sectors in Champlain attended. The discussions focused on where quality improvement is going at the provincial level; the work taking place in our region; and how providers can advance the health quality agenda and culture in their own organization.
- During the question period further information regarding the McMaster Health Forum is provided. The LHIN was asked to provide feedback on a brief prepared by the organization. The CEO agrees to share the document with the Board when it becomes available.

The Board received the CEO's Report for period of May 14 to June 10, 2016 as presented.

## **Board Chair Report**

College Honorary Degree: Jean-Pierre Boisclair mentions he attended the Algonquin College Convocation held yesterday where Chantale LeClerc was awarded an honorary degree and delivered the convocation address to graduating students. All joined the Chair in congratulating Chantale LeClerc.

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## **Consent Agenda**

13:20

There being no question or objection previously expressed by members of the Board, the items listed under the consent agenda are approved:

### **7.1 Approval of minutes of May 25, 2016**

### **7.2 Approval of Finance and Audit Reports:**

- **Cash Advance (2015-16 Q4)**
- **Capital Planning (2015-16 Q4)**
- **Health Service Provider Allocation (2015-16 Q4)**

**Moved: Marie Biron/ Seconded: Elaine Ashfield**  
**All in favour**  
**Carried**

## **NEW BUSINESS**

8

### **Distribution of Orthopedic Services in Champlain LHIN**

13 :20

The Board Chair provides some background and the CEO of Champlain LHIN presents developments that guided the proposal for the Board to consider a required integration decision related to the distribution of orthopedic services in our region. This redistribution of orthopedic services will ensure that services are available where there is sufficient critical mass to support the safe and effective delivery of orthopedic services. Analysis has shown that a full-service orthopedic program would be required in Pembroke to support the needs of the nearly 100,000 residents of Renfrew County ([see slide deck on the board meeting package](#)).

Some of the points noted during the presentation are as follows:

- The proposal is aligned with the Champlain LHIN Integrated Health Service Plan;
- The main objective is to change the current distribution of orthopedic surgical services in order to ensure services are optimally aligned with population distribution and need and to support the safe and effective delivery of these services within an organized regional orthopedic program.
- The proposal will:
  - Initiate a full service hub at the Pembroke Regional Hospital
  - Redistribute volumes and associated funding for orthopedic Quality Based Procedures across full service hubs
  - It will permit Kemptville District Hospital to continue as an outpatient centre and to operate as a satellite of an existing full service hub for inpatient orthopedic services
  - It will also align roles of all hospitals to three levels of service (full service hub; outpatient services and satellites)

The motion is tabled and the question period ensues. The following points are noted:

- Clarification is provided that hip and knee surgery allocation will continue to be adjusted annually, based on the population's needs in Champlain and based on the allocation provided to the LHIN by the Ministry of Health and Long-Term Care.
- Clarification is provided that this change will not negatively impact the overall wait time in Champlain and that we will continue to meet the wait time for hip and knee surgeries.
- The proposed integration decision will be made available for public input tomorrow along with background information for a period of at least 30 days. If during this period the LHIN receives request for further details, additional documents will be provided. The LHIN may extend the consultation period to account for the fact that some people may be away on summer holidays.

- The final integration decision will be tabled for adoption at the July or August Board meeting.

**MOTION:**

***Be it resolved that the Champlain LHIN Board of Directors seeks public input on the distribution of orthopedic services in the Champlain region based on a proposed integration decision it is seeking to issue pursuant to section 25 (2) (b) and section 26 of the Local Health System Integration Act (2006).***

**Moved: Marie Biron / Seconded: Elaine Ashfield**

**All in favour**

**Carried**

The Chair extends sincere thanks to Kemptville and District Hospital and to all that have worked together to improve this service across our region for the best interest of the Champlain residents. He also thanks Chantale LeClerc for her commitment to bring all players together and for her determination to improve the system.

**9 Joint Action Plan 2016-2019 (Champlain and South-East LHINs and Le Réseau des services de santé en français de l'est de l'Ontario)**

14 :20

Josée Charbonneau, French Language Coordinator at the Champlain LHIN, presents for the Board's approval, the French Language Health Services Strategy 2016-2019 and Joint Action Plan for 2016-17, developed jointly by the Champlain and South East LHINs and Le Réseau des services de santé en français de l'Est de l'Ontario, the LHINs' French Health Planning Entity ([see slide deck on the board meeting package](#)).

The goal of the Strategy is to improve access to French health services. The Strategy recognizes the differences between the LHINs in terms of the size and diversity of their francophone populations. The strategy has been approved by the Liaison Committee (a committee comprised of members of Board and Senior Management of both LHINs and Le Réseau and a requirement of the Funding and Accountability Agreement). The Strategy was also reviewed and approved by the French Language Services Committee of the Champlain LHIN Board.

Some of the objectives of the Joint Annual Action Plan for 2016-17 are: to optimize reporting in order to collect data on our health service providers' capacity; to offer services in French; and to develop a framework for the planning of French health services.

During the question period clarifications are provided regarding data availability to quantify residents who want to receive health services in French. The Board Chair indicates that the French Language Services Committee of the Board has requested that a presentation regarding this matter be made to the LHIN Board in the fall.

**MOTION:**

**That the Board of Directors of the Champlain LHIN approves the French Language Health Services Strategy 2016-2019 thereby satisfying the obligation**

**to develop a Joint Annual Action Plan contained in the Funding and Accountability Agreement held with le Réseau des services de santé en français de l'Est de l'Ontario**

**Moved: Marie Biron / Seconded: Guy Freedman  
All in favour  
Carried**

Jean-Pierre Boisclair acknowledges members involved in the development of the Strategy from the South East and Champlain LHINs and Le Réseau for their efforts and collaboration.

**14:20- 15:00 -- BREAK**

**10           Redevelopment of the Emergency Department at St. Francis Memorial Hospital: Pre-Capital Proposal**

15:00

Chahinez Bendou, Senior Accountability Specialist at the Champlain LHIN, presents a summary of the pre-capital request. St. Francis Memorial Hospital is seeking the Board's endorsement to support a small capital project to redevelop the existing emergency department space to meet infection control, privacy, occupational health, quality and patient care standards. Redevelopment will also permit to increase capacity and improve the effectiveness and quality of care provided in the emergency department ([see slide deck on the board meeting package](#)).

It is noted that demand for service in St. Francis Memorial Hospital's emergency department can increase significantly during summer months because of seasonal residents. Champlain LHIN staff has reviewed the proposal and confirms that is aligned with our Integrated Health Service Plan and therefore is recommending the approval of this proposal.

During the question period clarification is provided that LHIN staff use the Integrated Health Service Plan as a guide to ensure the proposal responds to our priorities. It is mentioned that such a proposal can take between two to ten years before it is approved at the Ministry and start construction.

**MOTION:**

- ***Whereas* the LHIN staff has reviewed the St. Francis Memorial Hospital Emergency Department Redevelopment Pre-Capital submission;**
- ***Whereas* the program and service elements of the Pre-Capital proposal are aligned with the Champlain LHIN's key priorities to reduce wait times, improve access to care, and enhance the sustainability of the healthcare system by improving patients' experience in a rural and isolated area;**
- ***Whereas* LHIN endorsement at the Pre-Capital stage indicates that there is sufficient rationale to warrant further planning;**
- ***Be it resolved* that the Champlain LHIN Board of Directors endorses the program and service elements outlined in the St. Francis Memorial Hospital Emergency Department Redevelopment Project Pre-Capital submission.**

**Moved: Elaine Ashfield / Seconded: Randy Reid**  
**All in favour**  
**Carried**

**11 Champlain LHIN Community Engagement Report 2015-16**

15 :10

Jessica Searson, Community Engagement Coordinator at the Champlain LHIN, presents the community engagement report of 2015-16 and plan for 2016-17 for Board approval ([see slide deck on the board meeting package](#)).

Last year was a very busy year as the LHIN held several engagement sessions related to the Integrated Health Service Plan 2016-19 and the Ministry's Patients First proposal. The LHIN held over 200 one-time engagements and engaged with 10,000 people of which approximately 43% were health consumers and members of the public.

Some of the key conclusions from these engagements are noted as follows: That Champlain residents are engaged in their health care; that it is important for the LHIN to sustain engagement, and keep communities and stakeholders involved in health system transformation; and also that the LHIN has a vital role to play in patient/client, caregiver and family engagement.

The community engagement plan for 2016-19 will be to build upon previous year's community engagement goals and ensure that engagement initiatives are aligned with the Annual Business Plan to support the Integrated Health Service Plan 2016-19 priorities.

During the question period discussion ensues regarding how community engagement activities are measured and reported to the Ministry; how these activities may change if the Patient First Act is approved and; the importance of LHIN CEO, staff and Board Directors to attend and participate in community events to continue to foster strong relationships.

**ACTION: The Governance Committee has been tasked to further discuss/brainstorm fundamental questions around communications and community engagements later in the fall.**

**MOTION:**

- ***Whereas* community engagement is integral to the development of plans and priorities,**
- ***Whereas* the LHIN has designed its Community Plan to support the advancement of the Integrated Health Service Plan priorities and achievement of initiatives of the Annual Business Plan 2016-17**
- ***Be it resolved* that the Board of Directors approves the Champlain LHIN Community Engagement Report 2015-16 and Community Engagement Plan 2016-19**

**Moved: Guy Freedman / Seconded: Randy Reid**  
**All in favour**  
**Carried**

**12 Champlain LHIN Community Engagement Plan 2016-19**

See details under item #11.

### 13 **Mental Health and Addictions Services in Champlain LHIN: Update**

15 :30

Kevin Barclay, Senior Integration Specialist at the Champlain LHIN, presents an update on the above-mentioned topic that includes an overview of the state of mental health and addictions services across Champlain, as well as opportunities for improvement and recent progress achieved. It is also mentioned that the LHIN's strategy is targeted to priority opportunities for improvement and is aligned with the provincial strategy ([see slide deck on the board meeting package](#)).

It is noted that Champlain LHIN has the fifth largest population of mental health and addiction affected individuals in the province and the Champlain LHIN is spending more per mental health and addiction affected individual than the provincial average.

Progress in mental health and addictions is measurable in Champlain in various ways: We have seen a two-week reduction in wait times for addictions services in Ottawa. We have also diverted more than 1,700 emergency department visits to more appropriate service providers to care for people with mental health and/or addictions conditions. As well, we now have more patients housed in supportive housing than before.

As for the next steps, our Integrated Health Service Plan 2016-19 is aligned with the provincial strategy and we have performance indicators for all objectives. Work continues on the proposed indicators related to gathering information on Francophone, Indigenous and other diverse communities.

During the question period the following points are noted: It is agreed that the term used in related documents "racialized community" will be changed to "diverse community". More discussion and information is provided regarding funding for peer support; regarding certain performance indicators (i.e. follow up visit seven days after discharge from hospital); and how we need to bring services to community health and resource centres to offer mental health services to new immigrants/refugees. The Board is also eager to learn about the total capacity of mental and addiction services in Champlain, from providers not funded by the LHIN, and if there is any way to make significant progress using this capacity.

- Attendance Update: Guy Freedman departs at 4:00 p.m.

### 14 **Annual Report 2015-16: Approval**

16:15

Elaine Medline presents a summary of how this year's annual report was prepared, as it incorporated suggestions from the Board to use patients' stories to profile services and demonstrate progress in the health system in Champlain. The Board is very appreciative and pleased with the annual report. The Board is reminded that the annual report will be submitted to the Ministry by the end of June and that cannot be shared with the public until it is tabled in the legislature. Information comprised in the report however will be shared with the community in various ways over the coming weeks and months. Suggestion is made that the Champlain LHIN should share these patients' stories as part of a communication strategy to reach out to the community.



Jean-Pierre Boisclair congratulates and commends Elaine Medline and LHIN staff involved in producing a meaningful annual report.

**MOTION:**

***Be it resolved that the Board approve the 2015-16 Champlain LHIN annual report.***

**Moved: Marie Biron / Seconded: Elaine Ashfield**

**All in favour**

**Carried**

**15 Patients First: Update**

16 :27

A brief update is provided. The Patients First Act has been tabled for its first reading in early June. More information on the process and the proposed legislation are available on the Ontario Government's website ([Bill 210](#)). If the legislation is approved, there will be significant changes for the LHINs. The Board and LHIN staff are starting to prepare and plan for some of the proposed changes. The Board held a retreat to learn more about the proposed legislation and discuss the anticipated additional responsibilities.

**16 Board Committee Stewardship Reports and Matters Arising Therefrom**

16:29

Community Nominations

No further update to report on the recruitment. The Board Chair is awaiting approval of our recommended candidates.

French Language Services

Jean-Pierre Boisclair mentions that the committee approved the French Language Services Strategy 2016-19 and Joint Action Plan at its meeting of June 8<sup>th</sup>. Both items were tabled on the agenda earlier and approved by the Board.

### Governance

Randy Reid raises the Privacy Commissioner's recent report which was distributed to the Board. It is noted that the LHIN communications policy already reflects that Board members are not to use their personal email account to perform LHIN business. A few Board Members are still experiencing technical challenges that will be resolved shortly. The LHIN's communications policy will be reviewed against the Commissioner's report to ensure we are compliant as it relates to our use of social media.

### CEO Performance Evaluation & Compensation

David Somppi will present his report during the in-camera session on the results of the annual CEO performance evaluation.

### Finance & Audit

Marie Biron presents a summary of the May 24<sup>th</sup> meeting (motions were previously tabled under the consent agenda). The Board is informed that the LHIN Shared Services' Audit Sub-Committee has confirmed the reappointment of the financial auditors for this fiscal year. The revised cash advance policy was also tabled and approved. Finally, a table top exercise and testing of the business continuity plan will be conducted by senior management over the summer. Results will be presented to the Committee and the Board in the fall.

17

### Other Business

16:33

Jean-Pierre Boisclair mentions that today is the last Board meeting for David Somppi. His term officially ends on July 7. The Chair thanks David for his work on committees, for all the community engagement activities he participated in and for his astute questions and comments at Board meetings throughout his tenure. The Chair announces that David Somppi accepted a position of Director on the Board of The Royal, effective later this summer. Members of the Board join the Chair in extending congratulations and best wishes to David on his next venture.

16:45

### Motion to move in-camera:

***THAT 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 Integration Act, 2006:"***

***X Personnel matters***

***To address the topic listed below, and that the following individual be permitted to attend for this item;***

***Chantale LeClerc***

***4.4 CEO Performance Evaluation and Compensation Committee***

*Moved: David Somppi / Seconded: Randy Reid*  
*All in favour*  
*Carried*

The Board Chair has no business to report in the public domain.

The Board also agrees that it is in the best interest of the Champlain LHIN that the remainder of the business conducted and actions taken during the in-camera session are not to be reflected in the public minutes.

18      **Round Table**

There is no item for the round table.

19      **Adjournment of Meeting**

There being no other business, the meeting adjourns at 5:15.

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Jean-Pierre Boisclair  
Chair, Board of Directors  
Champlain Local Health Integration Network

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Chantale LeClerc  
CEO  
Champlain Local Health Integration Network