

**NORTH EAST LOCAL HEALTH INTEGRATION NETWORK
BOARD OF DIRECTORS MEETING**

WEDNESDAY, JANUARY 10, 2018

MINUTES OF PROCEEDINGS

BY OTN AND TELECONFERENCE

BOARD OF DIRECTORS:

- Ron Farrell, Chair
- Anne Stewart
- Betty Stone
- Denis Bérubé
- John Febbraro (by teleconference)
- Kim Morris
- Mark Palumbo
- Petra Wall
- Toni Nanne-Little

RECORDING SECRETARY:

- Carole Berthiaume

NE LHIN STAFF MEMBERS:

- Kate Fyfe
- Cathy Bailey
- Terry Tilleczek
- Paul Preston
- Lara Bradley
- Christine Leclair
- Robyn Joannis

REGRETS:

- Richard Joly
- Tamara Shewciw

GUESTS:

- Diane Quintas, RMEFO
- Colling Bourgeois, RMEFO
- Ron Gagnon, SAH
- Elizabeth Fergusson, SAH

AGENDA ITEM	DISCUSSION	ACTION	RESPONSIBLE
<p align="center">1.0 Call to Order</p>	<p>The North East LHIN Board of Directors meeting was called to order at 9:01 am.</p>		
<p align="center">2.0 Declaration of Conflict of Interest</p>	<p>There were three conflicts of interest declared.</p> <p>John Febbraro, as the spouse of the Chief of Staff at Sault Area Hospital, excused himself from participating in discussions and abstained from voting for item 13.0 Sault Area Hospital Withdrawal Management Proposal and 19.2 West Nipissing General Hospital Pre-Capital Submission.</p> <p>Denis Bérubé, as Chair of the Timmins Primary Care Planning Collaborative, excused himself from participating in the discussion and abstain from voting for Item 19.3 Francophone Community Health Centre in Timmins.</p> <p>Kim Morris, as Dean of College Boreal’s Health Sciences department excused himself from participating in the discussion and abstain from voting for Item 19.3 Francophone Community Health Centre in Timmins.</p>		

<p>3.0 Approval of Agenda</p>	<p>The agenda was approved as presented.</p> <p><i>{Motion 2018-BD0001}</i></p> <p><i>BE IT RESOLVED THAT: The agenda for the Board of Directors meeting of January 10, 2018 be approved as presented.</i></p> <p><i>MOVED BY: <u>Denis Bérubé</u></i> <i>SECONDED BY: <u>Betty Stone</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p>4.0 Approval of Consent Agenda</p>	<p>The consent agenda was approved as presented.</p> <p><i>{Motion 2018-BD0002}</i></p> <p><i>BE IT RESOLVED THAT: The consent agenda for the Board of Directors meeting of Wednesday, January 10th, 2018 be approved as presented including:</i></p> <p><i>5.0 Board Attendance</i> <i>6.0 Board Community Engagement (– remove DB from CJC meeting)</i> <i>7.0 Attestation of Compliance</i> <i>8.0 Approval of minutes of board meeting held on</i> <i>• November 8, 2017</i> <i>• November 27, 2017</i> <i>9.0 New Outdoor Smoking Band Effective 01-01-2018</i> <i>10.0 Board Work Plan</i></p> <p><i>MOVED BY: <u>John Febraro</u></i> <i>SECONDED BY: <u>Betty Stone</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p>11.0 Patient Story</p>	<p>The Board heard a patient story about Alan Elliott, the co-chair of the North East LHIN’s Patient and Family Advisory Committee. The Laird Township resident has made it his mission to take the time to talk to people and gather research into health and wellness.</p> <p>As part of Change Day Ontario, Alan pledged to continue with his commitment he made to celebrate Canada’s 150th anniversary. Through his volunteer work, Alan donated 150 items – such as clothing, cooking utensils, and small household goods – to people in need. He quickly met his target but kept going, by his estimation he has now donated more than twice his initial goal.</p>		

	<p>Alan continues to be an advocate for vulnerable people and assists in whatever way he can. He plans to use his role on the NE LHIN PFAC as part of this advocacy to raise the awareness of what vulnerable people need and to help develop solutions for their health and wellness.</p>		
<p>12.0 Reseau du Mieux- Etre Francophone du Nord de l'Ontario</p>	<p>Diane Quintas, Executive Director of the RMFNO, opened her presentation highlighting the importance of providing French Language Services with the story of a Francophone patient named Sylvain. After an infection to a cut in his leg, Sylvain went to the hospital for treatment, where he mistakenly signed a form resulting in his leg being amputated because he couldn't understand the English speaking surgeon at the hospital.</p> <p>Diane presented on the RMFNO's mandate as well as their joint Work Plan with the North East LHIN and North West LHIN to implement a new French Language Services (FLS) Reporting Tool and undertake a needs study of Long Term Care Homes in Northeastern Ontario. Updates from the work plan are broken into three priority areas.</p>		
<p>13.0 Sault Area Hospital Withdrawal Management Proposal</p>	<p>Ron Gagnon, CEO and President of Sault Area Hospital (SAH), presented on the creation of a Level III Withdrawal Management, which would be the first of its kind in Northeastern Ontario to replace its current Level I facility.</p> <p>Withdrawal Management Services is currently housed in a 100 year old building and is lacking the space to accommodate the sub-region's growing number of people with addictions. The proposed facility would expand the number of beds from 16 to 33, with four set aside for youth and collocate existing and new services including day/evening treatment programs and harm reduction. The proposed build would require approximately \$11 million in capital and \$6 million a year to operate.</p> <p>NE LHIN Interim CEO Kate Fyfe and Board Chair Ron Farrell thanked Ron for his presentation and added that more system level consultations would need to take place including discussions with Mental Health and Addiction tables and staff, before bringing back a recommendation to the Board.</p>		
<p>14.0 Report from the Chair</p>	<p>The Board Chair reported on more than a dozen meetings and engagements, outside of his regular Board and committee meetings.</p> <p>Weekly debriefs with the Interim CEO continue each Friday and he has met several times with the new CEO Jeremy Stevenson to begin orientation.</p>		

	<p>policy for the CEO. Legacy CCAC policy was reviewed by the committee Chair, however, further work is required before the policy is brought to the board for review and approval.</p> <p>An update was provided on leases and rental agreements across the North East LHIN. Legacy CCAC leases and rental agreements that have expired or will soon be expiring are being or have been renewed. Upon renewal, the LHIN has required from the landlords that all indemnity clauses be removed from leases so that they will comply with the FAA, s. 28(1) requirement.</p> <p>An update was provided regarding the 2017-18 Q2 LHIN report. The report was submitted to the MOHLTC on November 29, 2017. Q3 report for the period ended December 31, 2017 is due on the first week of February 2018.</p> <p>It was brought to the attention of the Board Chair and Audit Committee Chair that the remuneration policy limits the payment of one prep time per month. Additional prep times were approved due to increased meetings necessary for board and CEO recruitment.</p> <p>The Board Chair and Audit Committee Chair will provide a memo to add on file thanking finance for bringing the issue to their attention, as well as noting that moving forward the board will ensure they comply with the directive.</p> <p>The Financial and Statistical Report for the seven months ending October 31, 2017 was reviewed by to the Audit Committee.</p> <p>A new reporting framework was created by the LHIN Reporting Task Force to recognize the nuances of the newly combined organization. This created a requirement to review predecessor LHIN and CCAC reporting and Ministry information requirements and determine what needed to be modified for the new framework.</p> <p>The committee received an update on the status of the 2018 – 2019 operating budget. A balanced budget will be submitted to the Ministry for 2018 – 2019. The operational budget will be presented to the Audit Committee and Board in February 2018.</p> <p><i>{Motion 2018-BD0006}</i></p>	<p>Provide memo to finance signed by Board and Committee Chair / Complete</p>	<p>Carole Berthiaume</p>
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	<p><i>BE IT RESOLVED THAT: The Board of Directors of the North East LHIN approves the report of the Audit Committee meeting held on January 9th, 2018.</i></p> <p><i>MOVED BY: <u>Denis Bérubé</u></i> <i>SECONDED BY: <u>Betty Stone</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p>17.0 Report from the Interim CEO</p>	<p>Work is progressing on the One Initiative, involving all 24 hospitals working towards a single electronic medical record, including the development of a Regional team of resources to support Wave implementation involving Sault Area Hospital, North Bay Regional Health Centre, West Parry Sound Health Centre.</p> <p>The work of the NE LHIN’s Patient and Family Advisory Committee (PFAC) is surging ahead. Mary Murphy-Foran, of Elliot Lake, and Alan Elliott, from Laird, have been named Co-Chairs and six members are now involved in NE LHIN work.</p> <p>A Northern Equity Strategy, involving a partnership involving the NE LHIN, the NW LHIN, Health Quality Ontario, and the region’s public health units will be released in February.</p> <p>Richard Joly, VP of Home and Community Care, has been elected as the Ontario representative on the Board of Directors of the Canadian Home Care Association.</p> <p>The online Indigenous Cultural Safety training through the Southwest Ontario Aboriginal Health Access Centre is rapidly growing. The NE LHIN has purchased 87 seats.</p> <p>A Communications and Engagement Strategy has been developed to help Northerners stay informed on our transformational work to implement Patient’s First and to leverage governance and operational engagements. A series of engagements centred on our Communities of Care will run from February to April. These engagements will also be used to build towards our next Integrated Health Service Plan (IHSP) and validate our priorities for the next three years.</p> <p><i>{Motion 2018-BD0007}</i></p> <p><i>BE IT RESOLVED THAT: The NE LHIN Board approves</i></p>		

the Engagement Strategy presented at the January 10, 2018 meeting as amended.

MOVED BY: John Febraro

SECONDED BY: Betty Stone

{UNANIMOUSLY CARRIED}

The Board passed a resolution to dissolve its Health Professionals Advisory Committee (HPAC) planning table. The Board thanked its members for their service. NE LHIN staff will engage members to participate on local and sub-region planning tables. HPAC was one of the first cross-sector committees established when LHINs were started and was mandated through the legislation at the time, the Local Health System Integration Act (LHSIA), 2006. However, it was not included as mandatory in the Patients First Act, 2016. The NE LHIN's HPAC was created at a time when the NE LHIN had few, if any standing committees, however it is estimated that the NE LHIN currently either leads or participates in more than 120 committees that represent the full range of the health care system.

{Motion 2018-BD0008}

WHEREAS: The Health Professional Advisory Committee (HPAC) is no longer required to be an advisory committee to the LHIN Board of Directors, and

WHEREAS: With the newly expanded role of LHINs, under the Patients First Act, the NE LHIN will continue to focus on the closer alignment of primary care, home/community care and mental health and addictions at the sub-region and regional level, and

WHEREAS: The NE LHIN is working to realign its extensive committee structure to best support its expanded role, therefore

BE IT RESOLVED THAT: The North East LHIN Health Professional Advisory Committee be dissolved with continued ongoing efforts to engage former HPAC members in the NE LHIN work as appropriate.

MOVED BY: Betty Stone

SECONDED BY: John Febraro

{UNANIMOUSLY CARRIED}

<p>18.1 2018 Long-Term Care Home Service Accountability Agreement (LSAA) Template Approval</p>	<p>The Board reviewed and approved the 2018 Long-Term Care Home Services Accountability Agreement Template.</p> <p><i>{Motion 2018-BD0009}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board approves the proposed Long-Term Care Home Service Accountability Agreement template for the period from April 1, 2018 to March 31, 2019, to be made as of April 1, 2018 (the “LSAA”), as presented to the Board, to replace the current 2016 -19 Long-Term Care Home Service Accountability Agreement template; and</i></p> <p><i>BE IT FURTHER RESOLVED THAT: The Board authorize the NE LHIN Board Chair and NE LHIN CEO to execute LSAA’s on behalf of the NE LHIN, provided that the execution versions of the LSAA are substantially similar to the template attached to the minutes of this meeting.</i></p> <p><i>MOVED BY: Toni Nanne-Little</i> <i>SECONDED BY:</i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p>18.2 2018 Multi-Sector Service Accountability Agreement (MSAA) Template Approval</p>	<p>The Board of Directors reviewed and approved the 2018 Multi-Sector Service Accountability Agreement Template.</p> <p><i>{Motion 2018-BD0010}</i></p> <p><i>BE IT RESOLVED THAT: The NE LHIN Board approve the proposed Multi-Sector Service Accountability Agreement template for the period from April 1, 2018 to March 31, 2019 to be made as of April 1, 2018 (the “MSAA”), as presented to the Board, to replace the current 2014 -18 Multi-Sector Service Accountability Agreement template; and</i></p> <p><i>BE IT FURTHER RESOLVED THAT: The Board authorize the NE LHIN Board Chair and NE LHIN CEO to execute MSAA’s on behalf of the LHIN, provided that the execution versions of the MSAA are substantially similar to the template attached to the minutes of this meeting.</i></p> <p><i>MOVED BY: John Febraro</i> <i>SECONDED BY: <u>Kim Morris</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p>18.3 Stocktake Report</p>	<p>The Board reviewed the Stocktake report on the NE LHIN’s MLAA performance indicators, deferring a</p>		

	<p>deeper dive to be undertaken at its Patient Services and Quality Committee meeting on February 6th. Kate pointed to the work of the NE LHIN and its Patient Flow Lead Elaine Burr with the Health Sciences North as being a real testament to the collaborative governance approach. By working together the teams have been able to improve patient flow at HSN hospital and reduce the number of alternate level of care patients by about 20 patients compared to last year at this time.</p> <p>A couple highlights for the NE LHIN MLAA Indicators:</p> <ul style="list-style-type: none"> • Access to home and community care shows few patients not receiving care within targets and overall wait time, though not at target, has improved markedly. • ED length of stay performance is good against targets and performance improvement linked to improved patient flow amid very high hospital occupancy. • Joint replacement surgery is generally timely with improvement to target within capacity and attention to data quality. 		
<p>19.1 Funding Investment Adjustments</p>	<p>A briefing note was included with the meeting package providing an overview of the NE LHIN investment adjustments by sector for the period ending December 20, 2017.</p> <p>The NE LHIN began the fiscal with an opening annualized allocation for investments of \$1,472,248,172. To date, the NE LHIN has received an additional amount of \$49,325,439.</p>		
<p>19.2 West Nipissing General Hospital Pre-Capital Submission</p>	<p>The Board of Directors reviewed and passed a motion to support the West Nipissing General Hospital's Pre-Capital Submission to the MOHLTC to renovate a space to accommodate a new scanner, noting the scanner will improve patient care and is tied in the NE LHIN's stroke strategy. The hospital is not looking for financial support, but for the renovation to go ahead it needs Ministry permission. The renovation will include adding lead lined walls, lead line coverings for the one window, changing the door to a lead lined door, special paint on walls and special flooring associated with radiation specifications. Last September, the NE LHIN Board of Directors reviewed and supported the CT scanner proposal from WNGH be submitted to the MOHLTC for approval.</p> <p><i>{Motion 2018-BD0011}</i></p>		

	<p><i>BE IT RESOLVED THAT: The NE LHIN Board of Directors endorses West Nipissing General Hospital's Pre-Capital Submission for a CT Scanner (Renovation required for installation) dated December 2017.</i></p> <p><i>MOVED BY: <u>Mark Palumbo</u></i> <i>SECONDED BY: <u>Toni Nanne-Little</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p>19.3 Francophone Community Health Centre in Timmins</p>	<p>The Board passed a resolution to support and submit to the Ministry of Health and Long Term Care (MOHLTC) a business case outlining the operational and capital budget requirements, as well as a governance structure, for a proposed Francophone Community Health Centre in Timmins.</p> <p>The NE LHIN will now forward the planning documents to the MOHLTC for its review and funding consideration. The NE LHIN Board of Directors thanks the Timmins Primary Care Planning Collaborative for its hard work over the past year in developing this business case as well as their work reviewing and advancing the recommendations of the report, Examen des services de soins primarie destinés aux francophones de Timmins, focussed on improving the provision of primary care services for Francophones in the area.</p> <p>Thanks to a grant of \$100,000 from the MOHLTC, an Ottawa based company, PGF Consultants, was retained to help assist the Collaborative in preparing a business case capital, clinical, and operational requirements associated with the development of an innovative community health centre (CHC) model, as well as a strategy to support the recruitment and establishment of a founding governance structure.</p> <p>Denis Berube, as Chair of the Timmins Primary Care Planning Collaborative, and Kim Morris, as Dean of College Boreal's Health Sciences department, excused themselves from participating in the discussion due to conflict of interest.</p> <p><i>{Motion 2018-BD0012}</i></p> <p><i>BE IT RESOLVED THAT: The NE LHIN Board of Directors has received and supports the submission of the following two reports to the MOHLTC for their funding consideration:</i></p>		

	<p>1. <i>Planning and Implementation of an Innovative Francophone Community Health Center Model for the Community of Timmins: Final Report.</i></p> <p>2. <i>Planning and Implementation of an Innovative Francophone Community Health Centre Model for the Timmins Community: Financial Model.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>John Fabbro</u></i></p> <p><i>Denis Bérubé and Kim Morris abstained from vote due to conflict of interest declared in item 2.0 above.</i></p> <p><i>{CARRIED}</i></p> <p>The Board took a 15 minute break.</p>		
<p>20.0 Proceed to Closed Session</p>	<p>Members of the Board proceeded to a closed session meeting.</p> <p><i>{Motion 2018-BD0013}</i></p> <p><i>BE IT 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 Integration Act, 2006.”</i></p> <p><i><input checked="" type="checkbox"/> Labour relations</i> <i><input checked="" type="checkbox"/> Matters subject to solicitor client privilege</i></p> <p><i>BE IT FURTHER RESOLVED THAT; the following persons be permitted to attend:</i></p> <ul style="list-style-type: none"> • <i>Carole Berthiaume</i> • <i>Kate Fyfe</i> • <i>Terry Tilleczek</i> • <i>Cathy Bailey</i> • <i>Paul Preston</i> <p><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Mark Palumbo</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p>21.0 Report from Closed Session</p>	<p>Members of the Board received the report of the closed session and returned to the open meeting.</p> <p><i>{Motion 2018-BD0014}</i></p>		

	<p><i>BE IT RESOLVED THAT: The Board of Directors of the North East LHIN received the report of its Closed Session meeting of January 10, 2018.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Denis Bérubé</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p>22.0 Adjournment of Board Meeting</p>	<p>With no further business to discuss, the Board meeting was adjourned at 1:31 pm.</p> <p><i>{Motion 2018-BD0015}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Special Board of Directors meeting of Wednesday, January 10th, 2018 be adjourned at 1:31 pm.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Mark Palumbo</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		

Approved on 2018-03-07



R.M. (Ron) Farrell
Board Chair