

**MINUTES OF PROCEEDINGS**

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

**NOVEMBER 21, 2018**

**8:30 AM**

**PARTICIPANTS:**

**BOARD OF DIRECTORS:**

- Ron Farrell, Board Chair
- Kim Morris, Vice-Chair
- Denis Berube, Board Member
- Betty Stone, Board Member
- Anne Stewart, Board Member
- Petra Wall, Board Member
- Mark Palumbo, Board Member
- John Febbraro, Board Member
- Lorraine Dupuis, Board Member
- Cheryl St-Amour, Board Member

**STAFF MEMBERS:**

- Carole Berthiaume, Board Secretary (recorder)
- Cathy Bailey, VP of HR, Finance and Corp. Services
- Cynthia Stables, Director of Communications and Patient Experience
- Dr. Paul Preston, VP of Clinical
- Jeremy Stevenson, CEO
- Kate Fyfe, VP of Performance and Accountability
- Terry Tilleczek, VP of Strategy and System Planning

**REGRETS:**

- Richard Joly, VP of Home and Community Care

AGENDA ITEM	DISCUSSION	ACTION	RESPONSIBLE
<p><b>ITEM 1.0 CALL TO ORDER</b></p>	<p>Board Chair, Ron Farrell, called the meeting to order at 8:37 am.</p>		
<p><b>ITEM 2.0 DECLARATION OF CONFLICT OF INTEREST</b></p>	<p>Petra Wall declared a possible conflict due to a rental agreement her spouse has signed with the Health Science North.</p> <p>Cheryl St-Amour declared a possible conflict due to her spouse's role as Chair of the Seizure and Brain Injury Centre in Timmins.</p>		
<p><b>ITEM 3.0 APPROVAL OF AGENDA</b></p>	<p>The agenda was approved as presented.</p> <p><i>{Motion 2018-BD0089}</i></p> <p><i>BE IT RESOLVED THAT: The agenda for the Board of Directors meeting of November 21<sup>st</sup>, 2018 be approved as presented.</i></p> <p style="text-align: center;"><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Anne Stewart</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		

<p><b>ITEM 4.0 CONSENT AGENDA</b></p>	<p>The consent agenda was approved as presented.</p> <p><i>{Motion 2018-BD0090}</i></p> <p><i>BE IT RESOLVED THAT: The consent agenda for the Board of Directors meeting of November 21, 2018 be approved as presented including:</i></p> <ul style="list-style-type: none"> <li>• <i>Board Attendance</i></li> <li>• <i>Board Workplan 2018-19</i></li> <li>• <i>Approval of Minutes of October 10<sup>th</sup>, 2018 Board Meeting</i></li> <li>• <i>Media Tracker</i></li> <li>• <i>Patient &amp; Family Advisory Committee Minutes, Workplan and Priorities</i></li> <li>• <i>Funding Investment Adjustments</i></li> <li>• <i>Computerized Tomography (CT) Proposals Update</i></li> </ul> <p><i>MOVED BY: <u>Anne Stewart</u></i> <i>SECONDED BY: <u>Denis Bérubé</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>ITEM 5.0 REPORT FROM THE BOARD CHAIR</b></p>	<p>A Chair’s Report was included with the meeting package. In addition to ongoing work as well as regular pan LHIN, ministry and Board meetings, the Chair also had several engagements with system partners over the past month.</p> <p>Some of the highlights include:</p> <ul style="list-style-type: none"> <li>• Met with Minto Counselling and Mental Health and Addictions Chairs on ways the organizations might work more closely together and share resources.</li> <li>• Participated in a collaborative governance initiative with Health Sciences North.</li> <li>• Submitted a communiqué to Dr. Reubin Devlin, Chair and Special Advisor on Premier’s Council on Improving Healthcare and Ending Hallway. The objective was to raise the awareness of NE LHIN system transformation work to date and areas of focus going forward to change the way Northerners access and receive care.</li> <li>• Met with counsel for the Conflict of Interest Commissioner on ways to ensure good governance and best practices.</li> <li>• Met with Nipissing Counselling Service Board accompanied by staff to talk about the</li> </ul>		

	<p>possibility of several organizations in North Bay working more closely together and sharing resources.</p> <ul style="list-style-type: none"> <li>• On behalf of the Chairs’ Counsel, accompanied two other members of the Executive Compensation Task Group at a meeting with the Treasury Board.</li> <li>• Attended a LHIN Chairs’ Leadership meeting.</li> </ul>		
<p><b>ITEM 6.0 REPORT FROM THE CHAIR OF GOVERNANCE COMMITTEE</b></p>	<p>Kim Morris provided her report from the September 18<sup>th</sup>, 2018 Governance Committee meeting.</p> <p>At its meeting the committee reviewed the job description for EA, Governance and Board Liaison and requested a few revisions. The committee recommended to the Board the approval of the job description subject to a legal opinion before being brought to Board.</p> <p>The final version of the job description received from LHIN Legal was included with the board meeting package and unanimously approved by the Board.</p> <p><i>{Motion 2018-BD0091}</i></p> <p><i>BE IT RESOLVED THAT: The Board of Directors approve the EA, Governance and Board Liaison job description as presented at the November 21<sup>st</sup>, 2018 meeting.</i></p> <p><i>MOVED BY: <u>Kim Morris</u></i> <i>SECONDED BY: <u>Mark Palumbo</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>ITEM 7.0 REPORT FROM THE CHAIR OF AUDIT COMMITTEE</b></p>	<p>Denis Bérubé provided his report on items from the November 20<sup>th</sup> Audit Committee meeting.</p> <p>At its meeting, the committee received the 2018-19 Financial and Statistical Report, LHIN Snapshot Report for Q1, Risk Report, and information on the NE LHIN Business Cycle. Their next meeting is scheduled for January 15<sup>th</sup>, 2019.</p>		
<p><b>ITEM 8.0 REPORT FROM THE CHAIR OF THE QUALITY COMMITTEE</b></p>	<p>Betty Stone provided her report following the September 20<sup>th</sup>, 2018 Quality Committee meeting.</p> <p>A Post Meeting Evaluation template was included with the board meeting package. The Quality Committee approved the template in September recommending it to the Board for approval. The</p>		

	<p>Board approved the template and will begin using it at future meetings.</p> <p><i>{Motion 2018-BD0092}</i></p> <p><i>BE IT RESOLVED THAT: The Board of Directors approve the Post Meeting Evaluation Template as presented at the November 21st, 2018 meeting.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i>  <i>SECONDED BY: <u>John Febraro</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p> <p>Betty reminded participants of a Quality Webinar taken place on November 29<sup>th</sup>. She encouraged all to register if they haven't done so already.</p>		
<b>ITEM 9.0 REPORT FROM THE CEO</b>			
<p><b>ITEM 9.1 NORTHERN TOUR SCHEDULE</b></p>	<p>Members of the NE LHIN's senior leadership team, along with the CEO visited 12 communities during the second week of November - Englehart, Kirkland Lake, Timmins, MICS (Matheson, Iroquois Falls, Cochrane hospitals), Smooth Rock Falls, Kapuskasing, Hearst, Constance Lake, Horneypayne, Wawa, Chapleau, and Sault Ste. Marie.</p> <p>The purpose of the tour was to follow up on discussions that were started as part of our Integrated Health Service Plan (IHSP) engagements, outcomes of which greatly informed our draft priorities for the next three years. The CEO and staff consulted with partners on where they see their community in 3-5 years, and what they want to focus on to improve the health and wellness of people living there.</p> <p>Outcomes of the discussion will help to inform the NE LHIN's 2020-21 Annual Business Plan, as will all discussions and engagements held with providers, patients, families and caregivers to date.</p>		
<p><b>ITEM 9.2 PATIENT CARE STORY PSW CRISIS</b></p>	<p>A patient care story relating to the PSW Crisis was included with the meeting package.</p> <p>The patient is 55 and a North East LHIN Home and Community Care client who lives by herself in an apartment in a small Northeastern Ontario community. A number of years ago, she broke her leg and soon after was diagnosed with Multiple Sclerosis</p>		

	<p>(MS) in addition to diabetes. She now uses a wheelchair for mobility. The patient explained that she can look after her diabetes but it's her MS that she needs help with. She values her independence and wants to live in her apartment as long as possible. However, the erratic home care she receives and missed Personal Support Worker (PSW) visits, is causing her undue stress.</p> <p>For the most part, the patient feels she receives excellent care by her PSWs, who are employed by a North East LHIN contracted service provider. However, due to PSW capacity shortages in the area, she has been experiencing missed visits, as well as shortened visits in the morning by her PSWs.</p> <p>The Board heard about areas of focus that will help to mitigate the patient's home and community care experience, including: the NE LHIN working with existing providers in the building to discuss further partnering to help maximize hours and resources for existing clients, implementing the PSW Task Force Action Plan, One Client One Plan project (OCOP), Neighborhood Care model.</p>		
<p><b>ITEM 9.3 NE LHIN PSW TASK FORCE ACTION PLAN UPDATE</b></p>	<p>This past spring, a region-wide NE LHIN Personal Support Worker (PSW) Task Force was established with the purpose of addressing recruitment and retention of PSWs, as well as increasing overall system capacity shortages in the North East. The Task Force was charged with the development of an action plan, due late fall. Membership of the task force included: NE LHIN; members of the NE LHIN Patient and Family Advisory Committee; and representatives from LTC homes, home and community care providers, service provider organizations, training and education institutions, and local employment Boards.</p> <p>As the Task Force concludes its mandate, it is recommending that sustained support be applied to coordinate the implementation of the Action Plan's measures. The Action Plan has been broken down into three priority areas: program oversight and coordination, collaboration and innovation, and working conditions and compensation.</p>		

<p><b>ITEM 9.4 SYSTEM INTEGRATION – HEALTH SERVICE PROVIDER INTEGRATION STRATEGY</b></p>	<p>Terry Tilleczek, VP of Strategy and System Planning, provided an overview of the NE LHIN Health Service Provide Integration Strategy.</p> <p>At the basis of a NE LHIN Integration Strategy currently in development is the expectation that health service providers will work together towards a more integrated system of care that reflects their unique community and local circumstances. For greater integration to be realized in the North East, all levels of the system from policy, planning, funding, governance, and management through to front-line service providers must be united and aligned in their efforts. This united approach will help to improve the health care experience of Northerners and ensure greater service efficiencies.</p> <p>The NE LHIN strategy will capitalize on horizontal and vertical integration opportunities that result in increased access to direct services, an enhanced patient experience, efficiencies in non-clinical support services and organizational structures. The strategy is expected to be completed early in the new year.</p>		
<p><b>ITEM 9.5 MENTAL HEALTH AND ADDICTIONS – ARTICLE “MENTAL HEALTH ADDICTION SERVICES A PHONE CALL OR CLICK AWAY”</b></p>	<p>An article entitled “Mental health, addiction services a phone call or click away” was included with the meeting package. The article prepared by Dr. Paul Preston was published in the Nugget on October 26, 2018.</p> <p>Click <a href="#">here</a> for link to the article:</p>		
<p><b>ITEM 9.6 STRATEGIV PLANNING SESSION WORKPLAN UPDATE, VISION AND MISSION &amp; LHIN BOOKLET</b></p>	<p>The Board approved a refreshed organizational mission and vision to ensure we are in alignment with our draft Integrated Health Service Plan and strategic priorities for 2019-2022.</p> <p><i>{Motion 2018-BD0093}</i></p> <p><i>WHEREAS the North East LHIN has engaged extensively with system partners and fellow Northerners to establish its 2019-2022 Integrated Health Service Plan with three priorities to guide the work of the NE LHIN over the next three years.</i></p> <p><i>BE IT RESOLVED THAT: The NE LHIN Board of Directors approves a refreshed vision statement, “Healthy, well</i></p>		

	<p><i>cared-for Northerners” and a refreshed mission statement, “Integrating locally-tailored high quality timely care for Northerners”.</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><b>ITEM 10.0 PROCEED TO CLOSED SESSION</b></p>	<p>Members proceeded to a closed session meeting at 10:00 am.</p> <p><i>{Motion 2018-BD0094}</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><input checked="" type="checkbox"/> <i>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"> <li>• <i>Carole Berthiaume</i></li> <li>• <i>Cathy Bailey</i></li> <li>• <i>Cynthia Stables</i></li> <li>• <i>Jérémy Stevenson</i></li> <li>• <i>Kate Fyfe</i></li> <li>• <i>Paul Preston</i></li> <li>• <i>Terry Tilleczek</i></li> </ul> <p><i>MOVED BY: <u>Betty Stone</u></i>  <i>SECONDED BY: <u>Anne Stewart</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>ITEM 11.0 REPORT FROM THE CLOSED SESSION</b></p>	<p>Members of the Board received the report of its closed session meeting.</p> <p><i>{Motion 2018-BD0095}</i></p> <p><i>BE IT RESOLVED THAT: The Board of Directors of the North East LHIN receive the report of its Closed Session meeting of November 21<sup>st</sup>, 2018.</i></p> <p><i>MOVED BY: <u>Denis Bérubé</u></i>  <i>SECONDED BY: <u>Anne Stewart</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		

<p><b>ITEM 12.0 UPCOMING MEETINGS</b></p>	<p><b>Upcoming Meetings:</b></p> <ul style="list-style-type: none"> <li>• January 16<sup>th</sup> – OTN/TC</li> <li>• February 20<sup>th</sup> – OTN/TC <i>*tentative</i></li> <li>• March 20<sup>th</sup> – OTN/TC</li> <li>• April 17<sup>th</sup> – OTN/TC <i>*tentative</i></li> <li>• May 15<sup>th</sup> – F2F in Mattawa</li> </ul>		
<p><b>ITEM 13.0 ADJOURNMENT OF BOARD MEETING</b></p>	<p>With no further business to discuss, the Board meeting was adjourned at 4:01 pm.</p> <p><i>{Motion 2018-BD0096}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board of Directors meeting of November 21<sup>st</sup>, 2018 be adjourned at 4:01 pm.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Anne Stewart</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		

Approved on 2019-01-16



R.M. (Ron) Farrell  
Board Chair