

**MINUTES OF PROCEEDINGS**

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

**Thursday, November 10, 2016  
Teleconference / NE LHIN Sudbury Office  
1:30 pm**

<b>PARTICIPANTS:</b> <u><b>Board of Directors :</b></u> Rick Cooper Santina Marasco Denis Bérubé John Febbraro Toni Nanne-Little  <u><b>NE LHIN Staff:</b></u> Louise Paquette Cynthia Stables Kate Fyfe Tamara Shewciw Terry Tilleczek Sherry Frizzell Carol Philbin-Jolette Jennifer Michaud Carole Berthiaume Marc Demers	<u><b>GUESTS:</b></u> Joseph Bradbury Kathryn Irwin-Seguin Richard Picard Jeremy Stevenson Luc John Carol Lowery	<u><b>REGRETS:</b></u> Dawn Madahbee
		<u><b>SCRIBE:</b></u> Micheline Beaudry
		<u><b>PUBLIC:</b></u>

AGENDA ITEM	DISCUSSION	ACTION	RESPONSIBLE
<b>1.0 Call to order</b>	Interim Chair, Rick Cooper, called the meeting to order at 1:36 pm.		
<b>2.0 Declaration of Conflict of Interest</b>	No conflicts of interest declared.		
<b>3.0 Approval of Agenda</b>	Members reviewed the agenda. <b>{MOTION 2016-BD0197}</b>  <i>That the agenda for the Board of Directors meeting of Thursday, November 10<sup>th</sup>, 2016 be approved as presented.</i>  MOVED: Santina Marasco SECONDED: Toni Nanne-Little  {CARRIED}		
<b>4.0 Approval of Consent Agenda</b>	Members reviewed the consent agenda which included the following items:	Modify Minutes of September	Micheline Beaudry

	<p>5.0 Board Attendance  6.0 Chair and Board Members' Community Engagements  7.0 Q3 Delegation of authority  8.0 Attestation of Compliance Q2  9.0 Approval of Minutes of past Board meeting of September 21, 2016  10.0 Approval of HPAC Meeting Minutes of May 4, 2016  11.0 Approval of LAHC Meeting Minutes of April 27, 2016</p> <p>Modification:  <i>9.0 Minutes of past Board meeting of September 21, 2016 – modification to item 21.0 - Strategy to be sent to DSSABs and City of Greater Sudbury requesting support of the plan.</i></p> <p><b>{MOTION 2016-BD0198}</b>  <i>That the consent agenda for the Board of Directors meeting of Thursday, November 10<sup>th</sup>, 2016 be approved as modified.</i></p> <p><i>5.0 Board Attendance  6.0 Chair and Board Members' Community Engagements  7.0 Q3 Delegation of authority  8.0 Attestation of Compliance Q2  9.0 Approval of Minutes of past Board meeting of September 21, 2016  10.0 Approval of HPAC Meeting Minutes of May 4, 2016  11.0 Approval of LAHC Meeting Minutes of April 27, 2016</i></p> <p><i>9.0 Minutes of past Board meeting of September 21, 2016 – modification to item 21.0 - Strategy to be sent to DSSABs and City of Greater Sudbury requesting support of the plan.</i></p> <p>MOVED: Denis Bérubé  SECONDED: John Febbraro</p> <p>{CARRIED}</p>	<p>21<sup>st</sup> to reflect change.</p>	
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**REGULAR AGENDA:**

**12.0  
Report from the Chair**

Rick Cooper

Rick Cooper, Interim Board Chair reported on the following:

a) **Update on appointments** – Currently the NE LHIN Board has 3 vacancies including the Board Chair position and awaiting approval from Public Appointment Secretariat (PAS) from recommendations sent in May 2016. In addition, PAS had advertised for board positions for all LHINs to create a pool of candidates with the purpose of ensuring all LHINs have a minimum of 9 members and if Bill 41 is passed, move to 12 board members. The NE LHIN Board Selection Committee will be reviewing the candidates and conduct interviews in the next month.

a) **Board Evaluation** – Yearly, the Board of Directors of each LHIN undertake a self-assessment to determine areas for improvement. The survey is conducted by Deloitte consultants and was done from June 6-30, 2016 of which 100 % of NE LHIN board members and 83% of senior directors participated. Results were reviewed with consultants on October 6, 2016. In general, most questions and answers were similar to 2015 results. Important to note that one individual’s response can change the results significantly due to the relatively small numbers of individuals completing the survey. The strengths and areas of improvement include:

1. Board culture: Both board and staff indicated generative as the top most area for improvement.
2. Top Strengths: There were significant numbers across multiple areas, including collaborative, open, and accountable.

In reference to the importance of Board education, going forward education sessions will occur prior to Board meetings. For instance, a session on Bill 41. The LHIN Governance table has indicated that Board evaluations be done on a yearly basis.

	<p>b) <b>Executive Compensation Framework Regulation</b> – A new regulation was issued under the Broader Public Sector Executive Compensation Act in 2014 which applies to our LHIN organization. The framework brings consistency and clarity to executive compensation by establishing requirements that employers must meet when setting their compensation programs by September 2017. After September 2017, there is a three-year window for all employees to fall under the salary band and full compensation set out by the regulation.</p>		
<p><b>13.0 Report from the CEO</b></p> <p>Louise Paquette</p>	<p>Louise Paquette, NE LHIN CEO reported on the following:</p> <p><b>Patients First:</b></p> <ul style="list-style-type: none"> <li>• All 14 LHINs submitted their Sub-Regions recommendations to the Ministry at the end of September 2016 and are awaiting response from the Ministry.</li> <li>• Leadership teams from both NE LHIN and CCAC continue to meet regularly. Government is now looking at May 1<sup>st</sup>, 2017, as a possible transition day should the legislation pass.</li> <li>• The NE LHIN is holding an all-day staff meeting on November 16<sup>th</sup> to provide an update on the possible transition.</li> <li>• NE LHIN CEO, Interim Board Chair, and other members of the staff had a successful meeting with the senior team of the five regional Public Health Units in late October. The NE LHIN will be meeting with their governance at the end of November.</li> <li>• Readiness and capacity – All LHINs were provided a master list to identify any gaps in which the NE LHIN has identified key elements. An RFP was put out for a third party consultant to look at readiness assessments, aimed at hiring the consultant by end of November.</li> <li>• Key risks were identified by both LHIN CEOs and Chairs in communication and change management. As a result, a 16<sup>th</sup> work stream has been developed.</li> </ul>		

<p><b>14.0 Financial/Performance Update</b></p> <p>Kate Fyfe &amp; Marc Demers</p>	<p>Kate provided an update on the following:</p> <p>a) <b>Three year plan for MLAAs</b> – presentation included.</p> <p>b) <b>HSAA Extension to March 31, 2017</b></p> <ul style="list-style-type: none"> <li>H-SAA Amending Agreement extending the term to March 31, 2017, and not replacing the Schedules.</li> </ul> <p><b>{MOTION 2016-BD0199}</b></p> <p>Be it resolved that: <i>That the NE LHIN Board of Directors approves the proposed H-SAA Amending Agreement to be made as of October 1, 2016, and amending the 2008/16 H-SAA by extending its term to March 31, 2017</i></p> <p>MOVED: Santina Marasco SECONDED: John Febbraro {CARRIED}</p>	<p>More detail report of MLAA was requested including break out of our five Sub-Region areas - to be brought forward at next meeting</p>	<p>Kate Fyfe</p>
<p><b>15.0 Report from Governance Committee</b></p> <p>Rick Cooper</p>	<p>Rick Cooper presented a report from the Governance Committee from its meeting of October 25<sup>th</sup> :</p> <ul style="list-style-type: none"> <li>Governance checklist was shared with committee. The checklist was created for HSPs to ensure that they are following good governance and will be forwarded to all HSPs. It is also available on the NE LHIN website.</li> <li>The Minister’s Mandate letter was shared with the committee. Letter includes instructions on priorities, key initiatives and mandate for upcoming year.</li> <li>An update on board recruitment I was provided to committee.</li> </ul>		
<p><b>16.0 Report from Audit Committee</b></p> <p>Denis Bérubé</p>	<p>Denis Bérubé presented a report from the Audit Committee from its meeting of October 25th:</p> <ul style="list-style-type: none"> <li>Report on the Q2 Report submission to the Ministry on September 20<sup>th</sup>, 2016. The report indicates that the NE LHIN is not anticipating any cash flow issues for the remainder of the fiscal year.</li> <li>The Operations forecast shows a balanced year end position.</li> <li>An overview of the Risk Management Framework and Tools was provided to the committee which included nine HSPs as high risk. In early October, some of these</li> </ul>		

	<p>HSPs received some additional funds in which some were tied back to base funding. Overall \$7.7 million of new funding was provided which included an additional 1% to base to all hospitals, some medium size hospitals got 1.5%.</p> <ul style="list-style-type: none"> <li>LHIN Implementation of OAGO Recommendations was provided to the committee which included processes and timelines.</li> </ul>		
<p><b>17.0 Report from Health Professional Advisory Committee (HPAC)</b></p> <p>Rick Cooper &amp; Cynthia Stables</p>	<p>Rick Copper provided a report on the HPAC meeting of October 21, 2016, including its agenda:</p> <ul style="list-style-type: none"> <li>Update on Patients First Bill and LHIN Sub-Regions</li> <li>Presentation on MLAA metrics and strategy to improve patient experience and build capacity</li> <li>Presentation on NE LHIN Aboriginal Health Care Reconciliation Action Plan</li> <li>Update on the Mental Health and Housing Strategy</li> <li>Presentation by Dr. Ariella Zbar, Associate Medical Officer of Health on the scope of work with public health units and services delivered to fellow northerners.</li> </ul>		
<p><b>18.0 Report from LAHC</b></p> <p>Cynthia Stables</p>	<p>Cynthia Stables provided an update from the LAHC meeting of October 24, 2016:</p> <ul style="list-style-type: none"> <li>Update on LHIN Sub-regions and Patients First Bill</li> <li>Presentation on Ontario Renal Network Aboriginal Specific Framework</li> <li>Dr. Penny Sutcliffe provided an overview of public health and the scope of work of the Sudbury and District Health Unit within Indigenous communities.</li> <li>Overview of the North East Specialized Geriatric Services Strategic Plan.</li> <li>Review of Terms of Reference for Home and Community Care Regional Networks.</li> <li>Membership – The LAHC plans to increase membership from 10 to 15, reviewed its mechanism to get new members, and renewed memberships.</li> <li>Next meeting is December by teleconference.</li> </ul>		

New Business	<i>Items 22.0 and 23.0 were moved up in the agenda</i>		
<p><b>22.0 Nipissing DSSAB of proposal of sub-regional boundaries</b></p> <p>Guests: Joseph Bradbury</p> <p>Carol Lowery – Temagami Municipal Council</p>	<p>Joseph Bradbury, Executive Director, Nipissing DSSAB presented on a number of issues contained in a letter to the Minister dated October 11, 2016 from Nipissing DSSAB Chair, Mark King.</p> <ul style="list-style-type: none"> <li>• NE LHIN staff noted the following: <ul style="list-style-type: none"> <li>○ NOSDA Housing strategy was sent to DSSABs for support and have received two letters of support so far. Awaiting formal motion from Nipissing DSSAB. Support from all DSSABs to help develop the plan.</li> <li>○ NE LHIN will continue to endorse the need and benefit of community paramedicine in the region.</li> <li>○ Mental Health referral tools were launched on October 31<sup>st</sup>, 2016 including a standardized fillable referral form. NE LHIN is happy to help educate all HSPs including DSSABs to help understand how it can be used.</li> <li>○ LHIN has funded the Warm Line and is being used by great number of people including the Nipissing District.</li> </ul> </li> </ul> <p>NE LHIN Board thanked the Nipissing DSSAB for bringing forward their concerns and look forward to working with the DSSAB on these and other common issues.</p>		
<p><b>23.0 Monarch Recovery Services – Relocation of all Monarch Services to one location</b></p> <p>Guests: Kathryn Irwin-Seguin, CEO</p> <p>Roxanne Zuck, Program Supervisor, Monarch Recovery Services</p> <p>Richard Picard, Chair of Monarch Recovery Services</p>	<p>Kathryn Irwin-Seguin, Chief Executive Officer and Richard Picard, Board Chair for Monarch Recovery Services (MRS) as well as the Chair of the Greater Sudbury Housing Corporation, presented the MRS pre-capital submission for relocation of services to improve access and enhancement of services to better serve clients.</p> <p>LHIN CEO thanked Kathryn and her team for the ongoing hard work particularly with the integration.</p> <p><b>{MOTION 2016-BD0200}</b></p> <p><b>WHEREAS:</b> <i>That the NE LHIN Board of Directors has reviewed the request from Monarch Recovery</i></p>	<p>Letter to be sent to Ministry regarding endorsement of pre-capital submission</p>	<p>Nancy Lacasse/ Micheline Beaudry</p>

	<p><i>Services (MRS) pre-capital submission for relocation of services.</i></p> <p><i>That the NE LHIN Board endorses the pre-capital submission for MRS's relocation project, and that the proposal be submitted to the Ministry of Health and Long Term care for capital funding;</i></p> <p><b>BE IT RESOLVED THAT:</b></p> <p><i>Furthermore, that the NE LHIN supports MRS's request to sell existing property located at 405 Ramsey Road and transfer the associated Project 3000 subsidy to the new location.</i></p> <p>MOVED: Toni Nanne-Little SECONDED: Santina Marasco</p> <p>{CARRIED}</p>		
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**BUSINESS ARISING:**

<p><b>19.0 Update on James Bay Coast</b></p> <p>Carol Philbin-Jolette</p>	<p>Carol Philbin-Jolette provided an update on the James Bay Coast.</p> <ul style="list-style-type: none"> <li>On May 25, 2016 the Ministry of Health and Long-Term Care (MOHLTC) announced an investment of nearly \$222 million over the three years through its First Nations Action Plan to ensure Indigenous people have access to more culturally appropriate care and improved outcomes, focusing on the North where there are significant gaps in health services. The MOHLTC has not officially released the funding except for its commitment to establish a Family Health Team along the James Bay coast. Letter was sent to Ministry on October 1<sup>st</sup> with list of Aboriginal funding requests.</li> <li>Ontario's First Nations Health Action Plan, which will be implemented and evaluated in close partnership with Indigenous partners, focuses on primary care, public health and health promotion, seniors' care, hospital services, and life promotion and crisis support.</li> </ul> <p>WAHA budget stabilization strategy:</p> <ul style="list-style-type: none"> <li>The Tri-Party Committee of Health Canada, NE LHIN, Weeneebayko Area Health Authority (WAHA) and MOHLTC overseeing WAHA's two-year plan has agreed to work together to identify a strategy that will</li> </ul>	<p>Follow up with the Ministry on Aboriginal funding</p>	<p>Carol Philbin Jolette</p>
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	<p>reset WAHA’s base budget to a balanced position and eliminate the accrued working funds deficit.</p> <ul style="list-style-type: none"> <li>• At the September 27th meeting, members of the Tri-Party Committee approved the report from the special advisor.</li> <li>• Health Canada and MOHLTC representatives will be working together in October to identify an agreed-upon strategy to address WAHA’s base budget shortfall of \$7M, and a working funds deficit of \$17M. The Hay review carved out the amounts for which each government would be responsible.</li> <li>• The next Tri-Party Committee meeting is December 5, 2016.</li> <li>• On November 9<sup>th</sup>, NE LHIN was advised that two requests are going forward, however, official notification has not yet been received.</li> </ul>		
<p><b>20.0 Capital Submissions Update</b></p> <p>Louise Paquette</p>	<p>Pre-capital submissions updates included:</p> <p><b>Sault Area Hospital – Percutaneous Coronary Intervention</b> – Close to resolution of strategy in regards to volume. A transition plan is in the process of being implemented by Health Sciences North and the Sault Area Hospitals. The Ministry will then have all information needed to make its decision.</p> <p><b>March of Dimes – Congregate Care Expansion</b> – No update to report at this time.</p> <p><b>Chapleau Health Services (SSCHS) – Facility reconfiguration and expansion</b> – SSCHS is working towards their part B, costing of pre-capital and will be submitted to Ministry within the next four weeks.</p>	Bring updates forward	
<p><b>21.0 Housing and Health Strategy Update</b></p> <p>Terry Tilleczek</p>	<p>Terry provided an update on Housing and Health Strategy.</p> <ul style="list-style-type: none"> <li>• Innovative Strategic Plan on Housing and Health report was completed and sent to DSSABs and City of Greater Sudbury for endorsement.</li> <li>• NE LHIN Staff is looking at setting priorities and creating an Expert Panel.</li> <li>• Update on Task Force will be provided after a year’s time.</li> </ul>		

<b>NEW BUSINESS:</b>			
<p><b>24.0 CMHA Nipissing Regional Branch – FLS Designation Request</b></p> <p>Cynthia Stables</p>	<p>Cynthia Stables presented the request from the CMHA Nipissing Regional Branch for partial designation under the French Language Services Act.</p> <p><b>{MOTION 2016-BD0201}</b></p> <p><b>WHERE AS:</b></p> <p><i>The North East LHIN Board of Directors as review the request from Canadian Mental Health Association Nipissing Regional Branch for partial designation under the French Language Services Act.</i></p> <p><b>BE IT RESOLVED THAT:</b></p> <p><i>The North East LHIN Board of Directors supports Canadian Mental Health Association Nipissing Regional Branch request for partial designation under the French Language Services Act as described in its revised Designation Plan dated August 8, 2016.</i></p> <p>MOVED: John Febraro SECONDED: Toni Nanne-Little</p> <p>{CARRIED}</p>	<p>The designation submission, including resolutions from the NE LHIN and the Entity, will then be forwarded to the MOHLTC for its review.</p>	<p>Monique Lapalme</p>
<p><b>25.0 Mattawa Hospital – Redevelopment Plan for LTC Home</b></p> <p>Cynthia Stables</p> <p>Guest: Jeremy Stevenson</p>	<p>Jeremy Stevenson, President and CEO of the Mattawa Hospital and the Algonquin Nursing Home, presented on the redevelopment plan of Algonquin Nursing Home.</p> <p>NE LHIN will work with Mattawa Hospital to review community services, explore a vision for a home and community care unit within the hospital, as well as resources required. Cynthia Stables and Megan Waque will continue to be involved.</p>	<p>NE LHIN to follow up with Ministry on progression.</p>	<p>Louise Paquette</p>
<p><b>26.0 Move to Closed Session</b></p> <p>Rick Cooper</p>	<p>The Chair has postponed the closed session due to time restraints.</p>		
<p><b>32.0 Closed Session Report</b></p> <p>Rick Cooper</p>	<p>No report at this time as closed session was postponed to next meeting.</p>		
<p><b>33.0 Next Meetings</b></p> <p>Rick Cooper</p>	<p>Schedule of upcoming meetings are as follows: January 12, 2017 (Board of Directors) – Teleconference March 1, 2017 (Board of Directors) – in person April 25, 2017 (Board of Directors) - in person</p>	<p>Possible special board meeting – between now and Dec 25<sup>th</sup></p>	<p>Micheline Beaudry</p>

	June 13, 2017 (Board of Directors) – in person		
<b>34.0</b> <b>Adjournment of Board Meeting</b>  Rick Cooper	<b>The meeting was adjourned at 4:30 pm.</b> <b>{MOTION 2016-BD0202}</b> <i>That the North East LHIN Board of Directors meeting of November 10<sup>th</sup>, 2016 be adjourned at 4:30 p.m.</i>  MOVED: Santina Marasco SECONDED: Toni Nanne-Little  {CARRIED}		
<b>AGENDA DEVELOPMENT FOR NEXT MEETING</b>			

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Rick Cooper  
Interim Chair