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

MINUTES OF PROCEEDINGS

In person, North Bay

Friday, December 18, 2009

CALL TO ORDER

Interim Chair Peter Vaudry called the meeting to order at 9:00 a.m.

ROLL CALL

Members in Attendance: Peter Vaudry, Interim Chair (Algoma Planning Area)
Randy Kapashesit (James Bay/Hudson Bay Planning Area)
Leah Welk (Parry Sound Planning Area)

Staff: Terry Tilleczek, Interim Chief Executive Officer
Martha Auchinleck, Senior Director, Performance, Contract and Allocation
Lise Boucher, Corporate Executive Assistant to the NE LHIN Board
Phil Kilbertus, Acting Senior Director, Planning, Integration and Community
Engagement
Tamara Shewciw, Chief Information Officer
Cynthia Stables, Senior Corporate Advisor

Regrets: Marc Dumont (Timiskaming Planning Area)

WELCOME AND INTRODUCTION

Interim Chair Peter Vaudry welcomed members of the public participating in person and by video and teleconference to the open Board Meeting for the North East LHIN.

DECLARATION OF CONFLICT OF INTEREST

No conflicts of interest were declared or identified.

AGENDA

{Motion 2009-212}

Moved by Leah Welk, seconded by Randy Kapashesit, that the Agenda be approved as presented.

(Carried)

MINUTES OF PREVIOUS MEETING***{Motion 2009-213}***

Moved by Randy Kapashesit, seconded by Leah Welk

That the Minutes of the Proceedings for the Regular Board of Directors Meeting of Friday, November 27, 2009 be approved as presented;

(Carried)

PRESENTATION

No presentations

BUSINESS ARISING FROM PREVIOUS MEETING

No discussions

Board's Chair Activities**Peter Vaudry, Interim Chair (Algoma Planning Area)**

In addition to routine Administrative duties and weekly meeting with CEO, the following activities and visits were carried out on behalf of the Board:

Dec. 1	Travelled to Sudbury from SSM Teleconference CEO Search Sudbury Governance meeting with Manitoulin/Sudbury HAPS partnership members. This was the 4 th HAPS Governance meeting to date
Dec. 3	Teleconference North Bay General Hospital and North East Mental Health Centre regarding amalgamation
Dec. 4	Travelled to North Bay North Bay Administrative duties Meeting with NEMHC regarding the RAP process
Dec. 7	Travelled to Ottawa
Dec. 8	Ottawa Meeting with the Mushkegowuk Council of Chiefs regarding WAHA
Dec. 9	Travelled back to North Bay North Bay Administrative duties
Dec. 10	North Bay Administrative duties Teleconference with Network 13
Dec. 11	North Bay Teleconference with CEO Search update Teleconference re: Regional Coordinating Centre for Diabetes Program Teleconference re Hôpital Regional Sudbury Regional Hospital and the ALC situation Teleconference on RCC for Diabetes
Dec. 15	Travelled back to SSM
Dec. 16	Travelled to North Bay
Dec. 17	North Bay WAHA meeting North Bay CEO Search interviews, Audit Committee and Governance meetings
Dec. 18	North Bay Regular NE LHIN Board Meeting

Board Members' Activities**Leah Welk (Parry Sound Planning Area)**

- Dec. 1 Parry Sound – attend Open House (10 to 2) at the Parry Sound Mental Health Centre
- Dec. 3 Sudbury – attended the NECCAC Board Dinner
- Dec. 10 Parry Sound - Briefing up-date with WPSHC Jim Hanna Re: Wraparound Program
CCAC Geriatric case manager-service to patients.
Timing of Flow of funding for patient services.
- Dec. 12 West Parry Sound Health Centre (WPSHC) Christmas function
- Dec. 16 WPSHC funding announcement with and Terry Tilleczek Anti-Venon Depot for hospital
- Dec. 17 North Bay - CEO Search
North Bay - Audit Committee
North Bay - Governance committee
- Dec. 18 North Bay – Board Meeting

Marc Dumont (Timiskaming Planning Area)

- Dec. 2 North Bay - Meeting with Terry Tilleczek and Réseau du Moyen-nord
- Dec. 4 Kapuskasing – Attended the official opening of the Centre de santé communautaire de Kapuskasing
- Dec. 17 North Bay - CEO Search
North Bay - Audit Committee
North Bay - Governance committee

Randy Kapashesit (James Bay/Hudson Bay Planning Area)

- Dec. 8 Ottawa – attended meeting with Mushkegowuk Council
- Dec. 9 Ottawa – meeting with Medical Services branch to discuss process issues
- Dec. 17 North Bay - CEO Search
North Bay - Audit Committee
North Bay - Governance committee
- Dec. 18 North Bay – Board Meeting

REPORT FROM THE CHIEF EXECUTIVE OFFICER AND SENIOR MANAGEMENT

Terry Tilleczek, Interim Chief Executive Officer

Martha Auchinleck, Senior Director, Performance, Contract and Allocation

Phil Kilbertus, Interim Senior Director, Planning, Integration and Community Engagement

Tamara Shewciw, Chief Information Officer

1. Sudbury Regional Hospital – Memorial Site

- On December 14, 2009, an announcement was made whereby the MOHLTC confirmed its support of the NE LHIN's bed strategy that includes using the Memorial Site of HRSRH to address the current long-term care bed shortage in Sudbury. This solution will see the Memorial site being used temporarily to care for ALC patients for a period of up to 12 months pending the hospitals transition to one site in early 2010. Funding of \$2.8M will be provided by the MOHLTC for 2009/10 to support this strategy.

REPORT FROM THE CHIEF EXECUTIVE OFFICER AND SENIOR MANAGEMENT - continued**2. Rattlesnake Anti-venom Management and Distribution**

- On December 16, 2009, the NE LHIN announced base funding of \$350,000 to support the operation of the provincial rattlesnake anti-venom depot in Parry Sound.
- MOHLTC, West Parry Sound Health Centre and the North East LHIN have been working collaboratively towards a sustainable solution for the funding, management and distribution of Eastern Massasauga Rattlesnake anti-venom stock.

3. Integrated Health Services Plan

- The final NE LHIN IHSP was released on November 30, 2009. As of December 14, 2009 there have been 328 unique page views of the Plan, making it one of the top ten most-visited pages of the NE LHIN website.
- The companion document called Engage 2009 is in draft form and will be released by the end of December or early January.

4. North East LHIN Organizational Structure

- The position for the Senior Aboriginal, First Nation and Métis Advisor has been filled. Karen Pine Cheechoo starts on January 4, 2010.
- The Senior French Language Health Services Advisor position description has been drafted and will be reviewed at Senior Management.
- The positions for Senior Manager, Project Manager and Administrative Assistant have been filled. Laura Boston is the successful candidate for the Senior Manager Position. Don McGrath for Project Manager and Robyn Bangs for Administrative Assistant.

5. Aging at Home – Year 2 Approvals and Year 3 Submission

- Wrap Around program details have been submitted to the MOHLTC for their review. The funding mechanics are being changed for 09/10 to flow the Wrap Around funds primarily to the CCAC, with the participating hospitals receiving a more limited component. Final details are being worked out.
- The NE LHIN released guidelines for year 3 submissions on November 13, 2009 that focus on supportive housing. LHINs have received an extension of the submission date for year 3 detailed service plans to the MOHLTC until the end of February. Proposals will now be due at the NE LHIN by the end of January.

6. ER/ALC Stocktake Report

- The NE LHIN met with Ken Deane, Assistant Deputy Minister on December 9, 2009. A main point of discussion was aligning government programs across ministries to achieve multiple goals (i.e. Aging at Home Strategy and the Affordable Housing Program).

7. WAHA

- Meeting was held with the Mushkegowuk Council on December 8, 2009. The council has decided to develop terms of reference and a workplan that would oversee the progress of the implementation of WAHIFA.
- The operations group will continue their work to complete the outstanding items such as finalizing a transfer agreement and budget for WAHA.
- The meeting schedule for December 12, 2009 with the JBGH and WAHA board has been deferred until January 2010 to allow the council to develop their terms of reference. The NE LHIN will provide information to the Council to assist them in this work.

REPORT FROM THE CHIEF EXECUTIVE OFFICER AND SENIOR MANAGEMENT - continued**8. Communications**

- Between November 23, 2009 and December 13, 2009, 2,699 visits were made to the NE LHIN website (not including staff). Highlights of the visits for this period include: IHSP, 2010-2013 document (328 unique page views) and the Aging at Home Page and Year 3 Guidelines which received 171 unique page views.
- Three e-bulletins to health service providers were sent via e-mail.
- Communications activity centered mainly on the launch of the finalization of the NE LHIN Winter newsletter, the launch of the IHSP, the public funding announcement of Sudbury Regional Hospital's Memorial Site on December 14, 2009 and the public announcement of the West Parry Sound Health Centre Anti-Venom Depot on December 16, 2009
- In the late summer of 2009, the NE LHIN Board of Directors reviewed a framework for moving forward to strengthen board-to-board relationships. The framework included a strategy to have governance meetings "set the stage" before operational meetings with the same health service providers were held to ensure consistent messaging. This framework has been moving forward. In the New Year, the framework will include: Webinar, Audio Recording, Video Recording, Print and Face-to Face meetings when and where possible.

9. Wikwemikong Nursing Home

- On November 20, 2009 the MOHLTC directed the NE CCAC to continue to cease admissions to the Nursing Home for an additional period of 30 days.
- MOHLTC and NE LHIN will be working with the Home to address issues of non-compliance. Support will be provided to the Home so that a work plan to address the non-compliance issues will be developed. The Terms of Reference to engage a consultant to support the Home have been agreed to by the NE LHIN and MOHLTC. A number of key meetings are being organized to move to the next steps.

10. Burk's Falls and District Health Centre

- The Final Operational Audit Report on Muskoka Algonquin Health Care (MAHC) has been received and accepted by the MAHC Board of Directors.
- Next steps include:
 - MAHC will review and access recommendations and whether and how they can be implemented and determine if they should be included in the Deficit Recovery Plan.
 - The process will include going back to the community in January.
 - Plan to be submitted to the NSM LHIN by January 29, 2010.

11. Sault Area Hospital – (no update)

- Following a close analysis of the SAH's Hospital Improvement Plan (HIP) between May and September 2009, the NE LHIN concluded that it was not able to accept the HIP as per the 2006 legislation, and that it would forego the appointment of a third party review in order to work with the MOHLTC to review the options and next steps with regards to the SAH budgetary situation.
- SAH continues to provide monitoring reports to the LHIN regarding its HIP

12. H1N1

- As of mid-December 2009 the number of H1N1 cases presenting at hospital EDs and in critical care have significantly decreased. The moderate critical care surge in the North East was declared over on December 7, 2009 by Dr. David Boyle, NE LHIN Critical Care Lead.
- Board Chair wanted to congratulate staff on the communications that was initiated for the H1N1 situation.

REPORT FROM THE CHIEF EXECUTIVE OFFICER AND SENIOR MANAGEMENT - continued**13. eHealth Update**

- The NE LHIN eHealth program/staff have met with the new NE LHIN eHealth Advisory Council on December 16, 2009 and are now working through setting the strategic direction for eHealth in the NE LHIN, project initiation as set out by eHealth Ontario funding streams, and approaches to governance for eHealth in the NE LHIN.
- The NE LHIN eHealth Advisory Council has decided to work at integrated shared services for the NE LHIN eHealth as their first project.
- Regarding the proposals that were put forward, although we have not yet received official confirmation from the ministry yet, we are expecting positive news.
- Tamara Shewciw will be presenting a briefing note and a PowerPoint presentation with complete updates on eHealth projects, at a future meeting.

Of note, the next governance focus will be on the Mental Health and Addictions Sector. Meetings will be by grouped and planned by NE LHIN Planning Area, starting with Timmins and then Sudbury being next as the NE LHIN has received requests from these areas.

The CEO of the Long Term Care Association has contacted the NE LHIN Chair to propose a regional governance model for the NE LHIN; this will be further investigated.

THIRD QUARTER REPORT

Board reviewed third quarter documents. The received documents in the Board package were updated and distributed at the meeting; Martha advised the Board the changes were typos and grammatical changes only.

{Motion 2009-214}

Moved by Leah Welk, seconded by Randy Kapashesit

That the Third Quarter report be accepted as presented

{Carried}

CEO CERTIFICATE OF COMPLIANCE

This certificate of compliance has been provincially supported and submission to the Ministry will start with the fourth quarter. Terry Tilleczek signed the Certificate of Compliance.

DECLARATON OF COMPLIANCE

This compliance has been provincially supported and submission to the Ministry will start with the fourth quarter.

{Motion 2009-216}

Moved by Randy Kapashesit and seconded by Leah Welk

That the North East LHIN Board of Directors approve sign off of the Board Compliance Form for the third quarter, December 2009.

Carried

COMMITTEE REPORTING**Audit Committee**

Randy Kapashesit, Interim Chair, Audit Committee (James and Hudson's Bay Planning Area)

{Motion 2009-217}

Moved by Leah Welk, seconded by Peter Vaudry that the Statement of financial activities be accepted as presented.

{Carried}

A revised policy of Internal Complaints was reviewed and will be brought to the Regular Board meeting in January for Board approval.

Governance / Nomination Committee

Marc Dumont, Interim Chair, Governance Committee (Timiskaming Planning Area)

Peter Vaudry reported on behalf of Marc Dumont as Marc sent his regrets.

The NE LHIN will be posting, in early January 2010, three Board Positions to fill some of the vacancies of the NE LHIN Board. Specifically three positions covering three planning areas will be posted; the Cochrane, the Sudbury and the Manitoulin North Shore planning areas.

French Language Services Committee

Marc Dumont, Board Representative (Timiskaming Planning Area)

Terry Tilleczek reported on behalf of Marc Dumont as Marc sent his regrets.

Marc Dumont and Terry Tilleczek met with the Réseau du Moyen Nord to discuss the planning of French Language Services and the establishment of the committee. A follow up meeting is scheduled for January 2010. Community engagement of the policy will be discussed at that next meeting.

Aboriginal, First Nation and Métis

Randy Kapashesit, Board Representative

There was a teleconference on December 10th with the primary focus being Aging@Home. Discussions lead to the decision that even further discussions are needed; another meeting was scheduled with the focus on sharing of ideas and recommendations in order to move forward with this group. Of note there have been many changes to the membership of this committee in the last couple of years and this may be the reason why the group may be moving slower than one would like. The group is however moving as quickly as can be expected at this time.

Health Professional Advisory Committee

Vacant, Board Representative

No items to report.

NEW BUSINESS

No new business

QUESTIONS

Question period from the public was opened.

NEXT BOARD MEETING

Friday, January 29, 2010

Refer to our website for updates: www.nelhin.on.ca

MOVE INTO IN CAMERA SESSION

{Motion 2009-218}

Moved by Leah Welk, seconded by Randy Kapashesit

Resolve that that the Board of Directors attending this meeting move into an In Camera 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

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 In Camera session

Be it further resolved that the following persons be permitted to attend the In Camera Session:

Martha Auchinleck, Senior Director, Performance, Contract and Allocation

Lise Boucher, Corporate Executive Assistant

Phil Kilbertus, Interim Director, Planning, Integration and Community Engagement

Tamara Shewciw, Chief Information Officer

Cynthia Stables, Senior Corporate Advisor via teleconference

Terry Tilleczek, Interim Chief Executive Officer

{Carried}

REPORT FROM IN-CAMERA SESSION

Board discussed:

31 Mental Health Beds Update

Criteria for one time in year reallocations

Health System Round Tables

Rural & Northern Health Care Panel

Ontario Finnish Rest Home Association

Francophone Community Engagement Regulation

ADJOURNMENT

{Motion 2009-219}

Moved by Randy Kapashesit, seconded by Leah Welk;

That the regular Board of Directors meeting of Friday December 18, 2009 be adjourned at 11:40 a.m.

{Carried}

Peter Vaudry
Interim Chair