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

**MINUTES OF PROCEEDINGS**

**Lady Minto Hospital - Cochrane**

**Friday, September 25, 2009**

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**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)  
Marc Dumont (Timiskaming Planning Area)  
Brenda Roseborough (Sudbury/Manitoulin Planning Area)  
Leah Welk (Parry Sound Planning Area)  
Randy Kapashesit (James Bay/Hudson Bay 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  
Cynthia Stables, Senior Corporate Advisor  
Tamara Shewciw, Chief Information Officer

**WELCOME AND INTRODUCTION**

Interim Chair Peter Vaudry welcomed members of the public participating in person and by 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 2009-186}***

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

*(Carried)*

*Two items added:*

*The Sault Area Hospital*

*The Nipissing Partnership request for funding*

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**MINUTES OF PREVIOUS MEETING*****{Motion 2009-187}***

*Moved by Marc Dumont, seconded by Randy Kapashesit*

*That the Minutes of the Proceedings for the Regular Board of Directors Meeting of Friday, August 28, 2009 be approved as presented.*

*(Carried)*

**PRESENTATION**

No presentations.

**BUSINESS ARISING FROM PREVIOUS MEETING**

No business.

**BOARD MEMBER'S ACTIVITIES****Board's Interim 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:

Aug. 31/Sept. 01	In Toronto to meet with Minister's Staff on a number of issues; including Sudbury ALC, SAH, WAHA and St. Joseph CCC
Sept. 02	Met with Graham Clark - CEO Group Health Centre Association
Sept. 03	Interviews with prospective firms to engage in CEO search
Sept. 04	Teleconference with Board
Sept. 08	Met with Jane Sippel & Lyn Ryan MacKenzie to discuss mental health HR issues in SSM Meeting with SSM Community Health care group regarding LHIN sponsored initiatives
Sept. 11	Tour of the SAH construction site – 85 % complete
Sept. 14	Met with Janice Pettalia – President CAW Local 1120
Sept. 15	LHIN Interview & NEMHC teleconference
Sept. 16/17	Joint LHIN Chair / CEO Meeting in Toronto
Sept. 18	Attended AIMS conference in Toronto
Sept. 19	Meetings in SSM with MCYS & NEMHC Board
Sept. 22	Met with Dr. Peter Zalan, Co-Chair LTC Committee in Sudbury
Sept. 23	North Bay office for administration in morning and drive to Cochrane
Sept. 24/25	Cochrane for Board Development, Audit & Governance Committee and Board meeting
Sept. 26	Initial Chairs meeting in Sudbury with Chairs of SRHRS/ SAH / Timmins / North Bay hospitals as well as Chairs of CCAC and NEMHC.
Sept. 27	North Bay office and LHIN wide conf. with Minister Caplan
Sept. 28	CCAC Ontario managers meeting in North Bay with NE LHIN CEO

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**Board Members' Activities****Marc Dumont (Timiskaming Planning Area)**

- Sept 3 Videoconference - Consultant interviews for CEO Search  
Sept 14 North Bay – meeting with Terry Tilleczeck in regards to French Language Services  
Meeting with Michel O'Connor in regards to Round Table  
Sept 15 Meeting of the Round Table for the Témiskaming Planning Area  
Sept 16 Phone interview with CBON regarding the North Bay Family Medical Group closing their walk-in clinic to the general population.  
Annual General Meeting of the Centre de santé communautaire du Témiskaming  
Sept 17 Phone interview regarding ALC and Sudbury Memorial Site.  
Sept 21 Media Training  
Sept 22 Consultation en français sur les services de santé  
Sept 24 Board related meetings including Board Development, Audit Meeting, Governance Meeting - Cochrane  
Sept 25 Regular Board Meeting - Cochrane  
Sept 30 General Annual Assembly of the Kapuskasing Counseling Services Centre

**Brenda Roseborough (Sudbury/Manitoulin Planning Area)**

- Sept 3 Videoconference - Consultant interviews for CEO Search  
Sept 4 Teleconference - CEO Search  
Sept. 11 HPAC Meeting  
Sept 24 Board related meetings including Board Development, Audit Meeting, Governance Meeting - Cochrane  
Sept 25 Regular Board Meeting – Cochrane  
Sept 29 Video conference - Minister Caplan

**Randy Kapashesit (James Bay/Hudson Bay Planning Area)**

- Sept 17 Met with Pat Chilton and Peter Vaudry  
Sept 22 Aboriginal Health Committee Teleconference  
Sept 24 Board related meetings including Board Development, Audit Meeting, Governance Meeting - Cochrane  
Sept 25 Regular Board Meeting - Cochrane

**Leah Welk (Parry Sound Planning Area)**

- Sept 3 Videoconference - Consultant interviews for CEO Search  
Sept 10 Attended opening - new CCAC office in Parry Sound including CCAC Board member & staff dinner  
Sept 14 Health & Wellness Expo  
Health & Social Services Support Network meeting  
Sept 16 Round Table meeting  
Teleconference meeting with Terry Tilleczeck, Erika Espinoza and Barry Lajeunesse  
Parry Sound System Roundtable meeting  
Sept 17 Addiction Outreach-Addiction Recovery Breakfast  
Sept 19 The Friends Strategic Planning Meeting  
Sept 21 One Kids Place Official Opening - North Bay  
Sept 24 Board related meetings including Board Development, Audit Meeting, Governance Meeting - Cochrane  
Sept 25 Regular Board Meeting - Cochrane

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**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 September 18<sup>th</sup>, 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. Final details related to the Memorial site are being worked on by local partners and MOHLTC.

#### 2. Rattlesnake Antivenom Management and Distribution

- MOHLTC, West Parry Sound Health Centre and North East LHIN have been working collaboratively towards a sustainable solution for the funding, management and distribution of Eastern Massasauga Rattlesnake anti-venom stock
- WPSHC has submitted an annual budget of approx \$346,000 which would allow them to fully operate a provincial rattlesnake anti-venom depot
- Discussions have been completed and the Ministry of Health and Long-Term Care is considering the feasibility of funding the depot operations on an ongoing basis

#### 3. Great Northern Nursing Centre

- An extension to the Cease to Admit order has been granted until September 25, 2009. The contract between the parties has been drafted and legal council for each is currently finalizing the wording.

#### 4. St. Joseph's Continuing Care Centre of Sudbury

- St. Joseph's Health Centre continues to work with HRSRH to finalize the administrative transfer agreement between the two organizations. The Centre has admitted the next 16 patients during the week of August 24<sup>th</sup>, 2009. This still leaves 16 beds to be filled. Work continues on identifying the final 16 patients. NE LHIN staff is in discussion with St. Joseph's regarding the remaining 16 beds and when these beds will be open.

#### 5. Community Lab Services – Pilot Review

- The MOHLTC recently completed a review of 12 laboratory pilot projects across the province. The NE LHIN has two pilot projects; West Parry Sound Health Centre and Temiskaming Hospital. MOHLTC has requested that the LHINs partner with the hospital to engage in the transitional planning process as follow-up to the recommendations resulting from the MOHLTC review. The MOHLTC has requested that the Temiskaming Hospital process begin first, and then WPSHC will follow.
- MOHLTC has provided one-time funding to the hospital to support this work. NE LHIN staff has developed a request for services (RFS) and this has been sent to the CEO of Temiskaming hospital to review and take the next steps to get a consultant in place to support the project.

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

## 6. Integrated Health Services Plan

- Francophone consultation took place on September 22<sup>nd</sup>.
- Consultations continue with various stakeholder groups such as Round Tables, planning tables, networks and other internal groups.
- Meeting took place on September 22 with Local Aboriginal Health Committee to discuss options for their engagement with various communities. Two engagement sessions will be planned for October 20 and 22 in Sudbury and Timmins respectively.
- Final planning details are being completed for the October 5<sup>th</sup> governance/stakeholder session to review the priorities for the IHSP

## 7. North East LHIN Organizational Structure

- The advertisement for the Senior Aboriginal, First Nation and Métis Advisor position was posted recently and has been circulated to specific groups across Ontario.
- The Senior French Language Health Services Advisor position description will be developed and the position posted based on further information received from the MOHLTC regarding existing FLHS resources at the MOHLTC.
- Recruitment for the Aboriginal, First Nation, Métis Consultant is complete.
- The advertisement for the three NE LHIN eHealth Project Management Office will be posted Sept 26th

## 8. Aging at Home Approvals

- No update since last Board meeting
- *38 approval letters have been issued for the Year 2 projects acknowledged by the MOHLTC. These used an assumed start date of June 1, 2009 but HSPs could request a full year funding if they had early start-up.*
- *25 sign backs have been received to date.*
- *Some approval letters will be amended to reflect changes to the fiscal funding amount and other minor revisions to the fiscal performance requirements.*
- *We are working to finalize our amended project proposals for the Wraparound programs (8 projects). We hope to have this submitted to MOHLTC by September 4.*

## 9. Surgical Optimization Study – Implementation Plan

- Sub-committee met on August 25<sup>th</sup> to scope out a critical path for the implementation of the recommendations. Follow-up meeting is scheduled for October 7 with the sub-committee to identify implementation priorities.

## 10. ER/ALC Stocktake Report

- September 3, 2009 meeting with the Assistant Deputy Minister completed and staff continue to work on addressing the ALC issue through
  - Aging at Home
  - Urgent Funding
  - ALC Community work

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

## 11. eHealth Update:

- The NE LHIN has applied for the four streams of activity planned for this fiscal year in support of the provincial eHealth Strategy, and they are:
  - *Integration Services with a goal to focus on integrating systems across Ontario's healthcare sector in a standardized, systematic and efficient manner.*
  - *ALC Resource Matching and Referral which is focused on creating a set of provincial guidelines and standards that will enable LHINS to implement local or regional RM&R solutions to better facilitate patient referrals from acute to defined post-acute facilities.*
  - *Physician eHealth plans to build awareness, demonstrate value, and promote physician participation and collaboration among health care providers.*
  - *Implementation and Adoption will enable the LHINS to achieve readiness in the areas of governance, PMO, communication and stakeholder engagement, change management, and support structures for implementing and adopting provincial eHealth solutions.*

## 12. Communications

- Between August 1 and September 20, 5,981 people visited the NE LHIN website, compared to 4,083 one year prior. The Fall newsletter is currently underway and will focus primarily on integration successes. Five ebulletins to health service providers were sent via email. Activity surrounding news of the use of Sudbury Regional Hospital's Memorial Site to care for ALC patients was the main focus of media attention during this time period.

## 13. Wikwemikong Nursing Home

- Effective August 24, 2009 the CCAC began accepting admissions to the Nursing Home again. This will follow a graduated process as the home continues to work on the compliance issues identified.
- Communications have been made to the Chief regarding a meeting with the Chief and Council.

## 14. Burk's Falls and District Health Centre

- No update since last Board meeting
- *Muskoka Algonquin Healthcare conducted a series of community engagement activities in June and North Simcoe LHIN is awaiting a summary report on these engagements. These are to be posted on their website upon receipt. Burk's Falls District Health Centre has closed its urgent care service however the physicians continue to have regular office hours for the delivery of primary care. Patients who require emergency services are transported directly to Huntsville via ambulance. The seven beds remain open and are filled with ALC patients. An external review of the operations of the MAH will be undertaken and the NSM LHIN is hoping to have a final decision on the improvement plan by the end of the calendar year. Total projected deficit at MAH is \$4.1M for this fiscal year.*
- *NE LHIN continues to be in regular contact with NSM LHIN.*

## 15. Sault Area Hospital

- No update since last Board Meeting
- *The NE LHIN staff has been reviewing the Hospital Improvement Plan over the summer. The Improvement Plan was received by the NE LHIN with an identified deficit (i.e. plan did not arrive at a balanced budget position) and as a result NE LHIN is currently in discussion with MOHLTC regarding the ongoing deficit position of SAH.*

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

The Chair thanked the staff and Brenda Roseborough on all the work done in regards to the ALC situation of the Sudbury Regional Hospital. All the communities recognize the hard work that has been put into this issue.

**ALC STOCKTAKE REPORT**

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

Presentation of the document presented to the Board; discussions took place.

**OPERATIONG PLAN SUMMARY**

*Terry Tilleczek, Interim Chief Executive Officer*

Senior management presented the project management program priorities. Noted is the inability to remove any of the initiatives from the list. Some initiatives may be slowed down but none could be removed and therefore no further initiatives can be added without added resources.

Board Director Brenda Roseborough is concerned by the extensive level of reporting required by the Minister. The question was posed if the Chair could bring this matter to the next Chair's meeting; a reduction of this process may help with the work load being experienced by the staff. The Chair agreed with the principle of a lessened reporting system and advised that previous discussions on this topic have been presented to the minister which has spurred a review of the processes in order to reduce duplication. To be noted, the level of reporting was also found onerous by the Auditor's and recommendations for a more streamlined system were forwarded to the Minister on behalf of all LHINs.

The Chair complimented the NE LHIN staff on the continued exceptional amount of work accomplished.

**Q2 – QUARTERLY REPORT**

*Martha Auchinleck, Senior Director, Performance, Contract and Allocation*

The second quarter report was discussed including section A, B, C, D, E, F, G and H.

***{Motion 2009-188}***

*Moved by Brenda Roseborough, seconded by Marc Dumont*

*That the Q2 Report be accepted as presented.*

*{Carried}*

**COMMITTEE REPORTING****Audit Committee**

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

***{Motion 2009-189}***

*Moved by Leah Welk, seconded by Brenda Roseborough that the Statement of financial activities be accepted as presented.*

*{Carried}*

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**COMMITTEE REPORTING - continued**

**Audit Committee**

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

***Sault Area Hospital – Hospital Improvement Plan***

***Introduced motion***

***{Motion 2009-192}***

*Moved by Brenda Roseborough, seconded by Marc Dumont*

**WHEREAS**

*The North East LHIN has received the SAH Hospital Improvement Plan and*

**WHEREAS**

*Their final HAPS indicate the hospital will not be balanced by 2012 unless the MOHLTC or the NE LHIN provides additional funding.*

**BE IT RESOLVED THAT:**

*The NE LHIN advise the Chair of the SAH that they have begun discussions with the Ministry of Health and Long Term Care to explore options to assist in reaching a balanced budget at the SAH by 2012.*

*{Carried}*

**Governance / Nomination Committee**

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

***Introduced motion***

***{Motion 2009-193}***

*Moved by Leah Welk and seconded by Randy Kapashesit*

*That Brenda Roseborough be appointed member of the Audit Committee.*

*{Carried}*

Brenda Roseborough accepted the nomination.

**French Language Services Committee**

Marc Dumont, Board Representative (Timiskaming Planning Area)

The committee reviewed a proposed draft policy which it will use in consultations processes.

***{Motion 2009-194}***

*Moved by Leah Welk and seconded by Brenda Roseborough*

*That the draft FLS policy be utilized by Marc Dumont to engage the francophone communities for further consultation.*

*{Carried}*



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**COMMITTEE REPORTING - continued****AFNAM**

Randy Kapashesit, Board Representative

The group had a meeting on September 22, 2009. Thank you Phil Kilbertus for organizing this meeting in the absence of a AFNAM consultant . The committee is looking forward to the two new positions at the NE LHIN

The next Consultations of the AFNAM group will take place on Oct 20<sup>th</sup> and Oct 22. These will be opportunities to engage the communities.

**HPAC**

Brenda Roseborough, Board Representative

HPAC met on September 11<sup>th</sup>, 2009 in Sudbury. Irene Lees accepted to continue in her capacity as Chair for another year. Discussions in regards the IHSP took place. Recruitment to fill the membership roster is in process; this will most probably be completed by next the end of November. 12 of the membership requirements are Ministry led and three are directed by the local HPAC.

Good news stories were presented. A couple of items stood out; ALC patients who received rehabilitation services were moving out into the community. Enrolments of students in the Support Workers Program were increased greatly this year.

**NEW BUSINESS****Nipissing Partnership**

The NE LHIN received a letter from the Nipissing Partnership, a group who is looking at the ALC situation in their area, for funding the further their integration initiatives. The NE LHIN believes that solutions to the challenges often lie within the communities' where the best patient care is at the forefront of the various represented groups. The NE LHIN would like to respond in the affirmative for the funding required and give the Nipissing Partnership the same amount given to the Sault Ste Marie group.

***Introduced motion******{Motion 2009-195}***

*Moved by Leah Welk, seconded by Randy Kapashesit*

***WHEREAS***

*The partnership consisting of the North Bay General Hospital (NBGH), Cassellholme / Castle Arms, Mattawa General Hospital, West Nipissing General Hospital and Northeast Mental Health Centre Boards have requested funding from the NE LHIN to further their Integration initiatives to begin addressing current and pending challenges.*

***AND WHEREAS***

*The North East LHIN does have an Integration Strategy and some dollars to assist in integration initiatives*

***BE IT RESOLVED THAT:***

*The Board of Directors of the North East LHIN respond in writing to both encourage the continued partnership and support the request for funding from available funding from the Integration initiative envelope.*

*(Carried)*

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**QUESTIONS**

Question period from the public was opened.

**NEXT BOARD MEETING**

Friday, October 30, 2009 Video and teleconferencing

Refer to our website for updates: [www.nelhin.on.ca](http://www.nelhin.on.ca)

**MOVE INTO IN CAMERA SESSION**

***{Motion 2009-190}***

*Moved by Randy Kapashesit, seconded by Marc Dumont*

*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 an 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}*

**ADJOURNMENT**

***{Motion 2009-191}***

*Moved by Randy Kapashesit, seconded by Marc Dumont;*

*That the regular Board of Directors meeting of Friday September 25, 2009 be adjourned at 11:26 p.m.*

*{Carried}*

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Peter Vaudry  
Interim Chair