

# South East Local Health Integration Network

## Board of Directors Meeting No. 37

Monday April 23<sup>rd</sup>, 2007 – 9:30 am to 1:30 pm  
SE LHIN Offices  
48 Dundas Street West, Unit #2  
Belleville, Ontario

## MINUTES

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**Present:** Georgina Thompson, Chair; Florence Campbell, Vice Chair; Gaye McGinn; John Groves; Ken McBain; Balu Patel; Tom Rankin; Margaret Werkhoven (quorum); and Paul Huras

**Recorder:** Jacqueline Prospero

**Regrets:** Ian Wilson (on LOA);

**Guests:** Polly Thompson (Senior Community Engagement & Communications Consultant); Nancy Sears (Senior Director, Planning, Integration & Community Engagement); Sherry Kennedy (Senior Director, Performance, Contracts and Allocations);

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**1. Call to Order and Chair's Remarks and welcome of guests.**

The Chair called the meeting to order at 9:33 am and welcomed members from the public in attendance.

**2. Conflict of Interest Declaration**

All members confirmed no conflicts.

**3. Consent Agenda:**

- a. Memorandum of Understanding
- b. CEO Report
- c. Wait Times Report Update

The members agreed to accept the Consent Agenda as circulated.

Moved by: K. McBain  
Seconded by: F. Campbell  
**Carried – 2007-37-01**

**4. Approval of the Agenda**

That the Agenda was approved as circulated.

Moved by: G. McGinn  
Seconded by: K. McBain  
**Carried – 2007-37-02**

**5. Approval of Minutes of March 26<sup>th</sup>, 2007, Board Meeting #35 (attached)**

That the Minutes of March 26<sup>th</sup>, 2007, Board Meeting #35 be approved as circulated.

Moved by: F. Campbell  
Seconded by: K. McBain  
**Carried – 2007-37-03**

6. Business Arising:

a. Chair's Update – G. Thompson

- G. Thompson introduced B. Patel to speak freely to the board.
- B. Patel spoke of the challenges before the current board and his belief that the work the members are doing is an important step in changing the healthcare landscape in the south east region. B. Patel thanked the board for their time and consideration of his resignation due to personal reasons.
- G. Thompson thanked B. Patel for his time with the board and his contributions during his tenure.
- Members of the board agreed to accept his resignation, with regret, effective immediately.

Moved by: F. Campbell  
Seconded by: M. Werkhoven  
**Carried – 2007-37-04**

- G. Thompson read aloud a request from I. Wilson requesting a leave of absence in order to pursue a position with a political party.
- Members of the board agreed to accept I. Wilsons request for a leave of absence effective February 13<sup>th</sup>, 2007.

Moved by: G. McGinn  
Seconded by: K. McBain  
**Carried – 2007-37-05**

b. Governance (standing item) – F. Campbell

- F. Campbell updated the board on the education day on June 5<sup>th</sup>, 2007 with Jim Nininger – specifically addressing generative and strategic approaches to the board
- F. Campbell asked to have T. Rankin provide an update to the members on fiduciary duties to the board before June 5<sup>th</sup>.
- F. Campbell provided an update from the Collaborative Governance Development Team (CGDT). The team is working towards finalizing the agenda for the September meetings with health service provider (HSP) boards.
- The Governance Committee is working on a governance manual, a workplan and on decision making framework; updates will follow as they arise.
- F. Campbell requested a presentation from staff regarding home care and the suggestion that a collaborative approach with the Community Care Access Centre would be most helpful.

c. CEO Monthly Report for discussion – P. Huras (attached) – 20 mins

- P. Huras reviewed the revised CEO report with the members paying particular attention to the difference between the consent version and the discussion version.
- P. Huras reviewed his report including the Integrated Health Services Plan (IHSP) – specifically access to primary health care, access to speciality care, alternative level of care patients, access to critical care and access to mental health and addictions. LHIN performance measures and stakeholder analysis were also touched on.
- P. Huras reviewed the primary health care event that is currently in the planning stages. Once a date / time / location have been confirmed the board will be informed and a follow up education session for the members will occur.
- Members discussed how the IHSP will be revised / reviewed over the next couple of years and that plans are in the works for how the LHIN will approach a new plan in two years.
- P. Thompson provided a handout to the members regarding some early steps that are involved in the strategic communication plan.
- Members reviewed the stakeholder list and brought some changes to the attention of P. Thompson for use in future versions, specifically regarding language, groups of stakeholders (that should be added to the list) and semantics.
- Members agreed to accept the CEO report as presented.

Moved by: K. McBain  
Seconded by: G. McGinn  
**Carried – 2007-37-06**

- d. Community Services (detailed primer) –Rick Giajnorio (attached) – 60 mins.
- P. Huras introduced R. Giajnorio to the members of the board for a presentation regarding community services and some of his background.
  - R. Giajnorio provided a presentation to the members that included a presentation outline; background on community services; legislation and policy; key accountability requirements; funding methodology; a profile of community services in the SE LHIN; program goals; objectives and services; delivery methodology; aboriginal and first nations funding; acquired brain injury services; attendant outreach; assisted living services in supportive housing; special services for person with acquired hearing loss; and special services for the blind and visually impaired.
  - P. Huras reviewed the reporting requirements under the key accountability requirements stage to ensure that the board members understand how the information will be shared with the Ministry of Health and Long-Term Care (MOHLTC) first (as a back office summary) for distribution to the LHINs.
- e. Team Organization – P. Huras – (attached) – 45 mins.
- P. Huras provided a brief overview of what the operations team at the SE LHIN provided to the HSPs at the end of March.
  - P. Huras commented that the regional office from Kingston have been extremely helpful to the LHIN over this past year. Communication and knowledge transfer from their office to ours was more than we could have expected. This type of communication has allowed the LHIN to move forward into our new role.
  - N. Sears and S. Kennedy reviewed the SE LHIN organizational chart, specifically with the team environment and how there is cross over between Planning, Integration & Community Engagement (PICE) and Performance, Contracts and Allocations (PCA); a quick review of the primary contact information sheet provided the board with some background information on who on the team will be responsible or lead contact for different areas / categories of HSPs.
  - Each of the operational team staff introduced themselves and briefly reviewed their background and experience for the members.
- f. Board Member Responses to Public Inquiries – G. Thompson - 20 mins.
- G. Thompson addressed the members regarding some queries to members directly about speaking with a network or association.
  - Members were asked to forward any requests to G. Thompson for consideration by the CEO / Chair and that if they were unable to attend or felt it was more appropriate for a board member to attend the members as a whole would be consulted.

That the board consider a matters of public interest regarding the approval of previous closed session minutes, CEO Objectives / Evaluation and a HAPS / HAA Update in a closed session pursuant to ss 9(5)(x) of the Local Health Systems Integration Act 2006s.9(5)(x).

Moved by: K. McBain  
 Seconded by: T. Rankin  
**Carried – 2007-37-07**

That P. Huras, S. Kennedy, N. Sears and J. Prospero join the board in the closed session.

Moved by: T. Rankin  
 Seconded by: K. McBain  
**Carried – 2007-37-08**

That the closed session be concluded.

Moved by: T. Rankin  
 Seconded by: K. McBain  
**Carried – 2007-37-11**

That the Chair rise and not provide a verbal report from the closed session to attendees being in the best interest of the public.

Moved by: F. Campbell  
Seconded by: K. McBain  
*Carried – 2007-37-12*

**Additions – OTHER**

**7. Date time and location of next meeting:**

Monday May 14<sup>th</sup>, 2007 – 9:30 am – SE LHIN Belleville Offices

Future meetings:

Monday May 28<sup>th</sup>, 2007 – 9:30 am - SE LHIN Belleville Offices

Monday June 11<sup>th</sup>, 2007 – 9:30 am – SE LHIN Belleville Offices

Monday June 25<sup>th</sup>, 2007 – 9:30 am – SE LHIN Belleville Offices

Monday July 23<sup>rd</sup>, 2007 – 9:30 am – Perth & Smiths Falls District Hospital – Smiths Falls

**8. Adjournment**

That the meeting be adjourned at 3:00 pm

Motioned: K. McBain

Noted departures:

9:45 am – B. Patel

2:55 pm – T. Rankin


## Summary Table of Actions:

<u>Topic</u>	<u>Action</u>	<u>Assigned To</u>	<u>Update / Due</u>	<u>Comments</u>
<b>Previous Items:</b>				
Board Workplan	Review the document and update it with the LHINS timeframe for items and report back to F. Campbell.	P. Huras / P. Heinemann	Ongoing	
Board Workplan	Board committees will review and update the document as necessary.	Various Committees	TBD	
Consent Agenda	Governance Committee review / comment on what items the board should have added to a consent agenda going forward	F. Campbell	TBD	
Funding	Mental health & Addictions Funding (detailed primer)	P. Huras / S. Kennedy	May 14 / 07	
Governance Committee	Update the Governance Manual and will report back to F. Campbell.	G. McGinn / T. Gabriel	TBD	
Health Evaluation & Economics	A Discussion was requested by the board to better understand this item.	P. Huras / S. Kennedy	TBD	
Health Quality Council	Contact the Ontario Health Quality Council (OHQC) about coming to present to our board	P. Huras	TBD	
IHSP	Meeting with First Nations	G. Thompson / P. Huras	TBD	
Issues Management	Case Study in Role Resolution	P. Huras	TBD	
Operations	A summary document about how the process for travel arrangements will be provided to the members by P. Heinemann.	P. Heinemann	June 11 / 07	
Operations	Members to complete applications for BMO Travel Card & Submit to P. Heinemann ASAP	All Members	ASAP	
Policy	Open discussion regarding Board members response to public inquires.	G. Thompson	TBD	
Policy	After open discussion with the board the Governance Committee will develop a policy around the item	F. Campbell	TBD	
<b>New Items:</b>				
Home Care	Presentation from staff regarding home care.	P. Huras	TBD	
Primary Health Care	PHC Forum Event. Once a date / time / location have been confirmed the board will be informed and a follow up education session for the members will occur.	P. Huras	TBD	

**Chair:**

  
Georgina Thompson

**Secretary:**

  
Paul Huras