

South East Local Health Integration Network

Board of Directors Meeting No. 21

Monday August 14th, 2006 – 9:30 am to 1:00 pm
At 48 Dundas Street West, Belleville

MINUTES

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

Recorder: Jacqueline Prospero

Regrets: Tom Rankin

Guests: Nancy Sears (Sr. Director Planning, Integration and Community Engagement); Sherry Kennedy (Sr. Director Performance, Contracts & Allocations)

1. Call to Order and Chair's Remarks

The Chair called the meeting to order at 9:41am.

2. Conflict of Interest Declaration

All members confirmed no conflicts.

3. Approval of the Agenda

The Agenda was approved as circulated.

Moved by: M. Werkhoven

Seconded by: K. McBain

Carried

4. Approval of Minutes of July 17th, 2006, Board Meeting #20

Approval of the minutes from Board Meeting # 20 – July 17th, 2006.

Moved by: K. McBain

Seconded by: G. McGinn

Carried

5. Business Arising:

a. Chair's Report – G. Thompson

- No update at this time.

b. Governance (standing item) – F. Campbell – 10 mins

- F. Campbell reviewed the governance session summary document that was provided in the board members package.
- The evaluation summary of the two day offsite will be provided to the members at a later date.
- The board will try to confirm the dates for the next session – tentatively holding October 5th / 6th & 10th / 11th. F. Campbell to advise the board.
- The board officially recognized those that participated in organizing the offsite event – including T. Gabriel and J. Prospero.

Motioned: J. Groves

Seconded: G. McGinn

Carried

- c. Board Activities / Committees Template – P. Huras (attached)
- No changes / updates at this time.
- d. Monthly CEO Report – P. Huras (handout)
- P. Huras reviewed the report with the members including SE LHIN Activities, Unofficial Priorities, Provincial Activities, and Internal Operations.
 - The board received the CEO Monthly report.
- Moved by: K. McBain
Seconded by: G. McGinn
Carried
- e. 1st Quarter Report (formerly Monthly Performance Update) – P. Huras (attached)
- The board reviewed the document including Community Engagement, Integrated Health Services Plan, Corporate Governance, Access and LHIN Scorecard along with Financial Statements.
 - The board approved the report as presented.
- Moved by: I. Wilson
Seconded by: J. Groves
Carried
- f. Board Remuneration – Review of Draft Policy - J. Groves / K. McBain – 30 mins
- A draft document was handed out to the members for discussion
 - The members have asked for clarification of where in the Act it refers to items regarding hospitality.
 - The board has agreed that an interim policy needs to be in place for our board until further direction is provided at the LHIN wide Board sessions in November.
 - Any questions about the appropriateness of an act / gift for remuneration will be forwarded to the Chair for consideration. If the Chair has items that require input the Governance Committee will be contacted for input.
 - The members agreed to table the following items:
 - Gifts / Hospitality
 - Spouse
 - The members agreed that the following sections would be approved:
 - Per diem to include travel time – Section 4a
 - Meals during travel time that would cover a meal time. – Section 4b
- Moved by: K. McBain
Seconded by: G. Groves
Carried
- g. Strategic Direction – (Previously sent) - G. Thompson – 30 mins
- The Chair addressed questions with the members about this presentation that was previously distributed.
- h. Board Meetings going into Fall / Winter 2006
- i. Ontario College of Family Physicians (OCFP) – October 23rd, 2006
 - T. Gabriel polled the members in advance about what dates were the most convenient for members.
 - The general consensus of the group was to remain with Monday's - most will be on the 2nd and 4th of the month.
 - J. Prospero will provide a list of dates for review and approval at the next board meeting.

- i. In camera component to discuss the CEO Performance Evaluation, compensation and 2006/2007 CEO Objectives
 - The board agreed to move to in camera at 12:40 pm
 - After discussion of the CEO Performance Evaluation the board returned from in camera at 1:44 pm

Moved by: I. Wilson
Seconded by: M. Werkhoven
Carried

Addition – OTHER

6. Date, time and location of next meeting:

Monday August 28th, 2006 – 9:30 am – SE LHIN Belleville Offices

Future meetings:

To be confirmed on August 28th.

7. Adjournment

The meeting was adjourned at 2:00 pm

Motioned: J. Groves

Noted departures:

Balu Patel departed at 1:04 pm

Board Activities & Committees Template

Board Committees:

Member	Governance Committee	CEO Performance	Finance Committee		
G. Thompson		Y			
F. Campbell	Y	Y			
J. Groves	Y		Y		
K. McBain			Y		
G. McGinn	Y				
B. Patel			Y		
T. Rankin	I	Y	Y©		
M. Werkhoven	Y				
I. Wilson		Y			

Committees that involve Board Participation:

Member	Audit Committee	IHSP Steering Committee	Health Professionals Advisory Committee	Community Nominations Committee	Community Engagement	IHSP RFP Selection Committee
G. Thompson				Y		
F. Campbell				Y		
J. Groves					Y	
K. McBain	Y©		I			
G. McGinn	Y		I		Y	
B. Patel		Y			Y	Y
T. Rankin		Y			Y	
M. Werkhoven			I	Y		
I. Wilson	Y	Y		Y		Y

Legend:

I = Interest

Y = Member

© = Chair

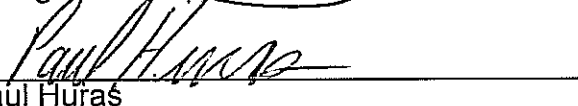
* Note: Chair can attend any of the committee meetings by Exofficio

**Note – Items to the right of the highlighted column have been completed

Summary Table of Actions:

<u>Topic</u>	<u>Action</u>	<u>Assigned To</u>	<u>Update / Due</u>	<u>Comments</u>
Previous Items:				
Annual Report	Presentation / Discussion	P. Huras	TBD	
Board Attendance at Community Events	Tracking Device Required	G. Thompson, T. Gabriel, J. Prospero & P. Huras	Pending	G. Thompson Calendar will be colour coded to reflect this item.
Board Cash Expenditures	A tracking form for items of a cash nature without receipts is required.	P. Heinemann & P. Huras	TBD	
CEO Monthly Report	Develop a process for choosing local priorities – Quick Start	P. Huras / All	In Progress	
Ethics Book	K. McBain suggested that copies of an Ethics Book that J. Groves discussed at a meeting should be supplied to all the board members.	J. Groves will provide copies.	TBD	
HAPS / HAA	An in-depth presentation will be provided to the board.	S. Kennedy	Oct. 2006	
Health Evaluation & Economics	A Discussion was requested by the board to better understand this item.	P. Huras / S. Kennedy	TBD	
Hospital Funding	A presentation to the board to increase understanding of the agreements.	P. Huras / S. Kennedy	TBD	
IHSP	Meeting with First Nations – I. Wilson to provided contact information.	G. Thompson / P. Huras	TBD	
Open House	Dates for a possible September Open House at the SE LHIN offices were circulated to the board members and they have been asked to reply directly to G. McGinn with their availability and any ideas for the event.	All / G. McGinn	DONE	G. McGinn Confirmed September 26 th , 2006 11am – 6pm
Remunerations	The board would like to have a policy in place around member remunerations for special events in the community (i.e.: gala, golf tournaments, etc).	J. Groves / K. McBain	TBD	08-14-06 – the board agreed to table items regarding Gifts / Hospitality & Spouse to a future date.
New Items:				
Board Governance Days	Confirmation of Dates – either October 5 / 6 th or 10 th / 11 th	F. Campbell	TBD	

Chair: 
Georgina Thompson

Secretary: 
Paul Huras