

South East Local Health Integration Network

Board of Directors Meeting No. 43

Monday August 27th, 2007 – 9:30 am to 2:00 pm

Community & Primary Health Care
333 California Avenue; Unit 12
Brockville, Ontario

MINUTES

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

Recorder: Jacqueline Prospero

Regrets:

Guests: Paula Heinemann (Manager, Corporate Services); Nancy Sears (Senior Director – Planning, Integration and Community Engagement); Sherry Kennedy (Senior Director – Performance, Contracts and Allocations); Kyle Johansen (Health System Transformation Specialist); Larry Hofmeister (Team Lead, Finance)

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

The Chair welcomed members of the public and called the meeting to order at 9:40 am.

2. Conflict of Interest Declaration

All members confirmed no conflicts.

3. Consent Agenda:

a. Monthly CEO Report – P. Huras (attached)

b. Wait Times Report – P. Huras (attached)

That the item(s) contained within the Consent Agenda be accepted as circulated

Moved by: T. Rankin

Seconded by: M. Werkhoven

Carried – 2007-43-01

4. Approval of the Agenda

That the Agenda was approved as circulated.

Moved by: F. Campbell

Seconded by: J. Groves

Carried – 2007-43-02

5. Approval of Minutes of July 23rd, 2007 Board Meeting #42 (attached)

That the Minutes of July 23rd, 2007, Board Meeting #42 be approved as circulated.

Moved by: K. McBain

Seconded by: G. McGinn

Carried – 2007-43-03

6. Business Arising:

- a. **10:00 am** – LHIN e-Health Funding 2007 / 08 – Paul McAuley (attached) – 30 mins
- P. Huras provided a brief introduction of P. McAuley for the public and members in attendance.
 - P. McAuley provided the members with a presentation that included a background – including some of the e-health initiatives that the initial \$275,000 per LHIN would support the following - Project Management Office (PMO); Strategy; Projects (including the common interface solution; integrated data centre and community system care needs); Other funded projects (where funds are not part of the \$275,000 recently provided). Proposed budget was presented.
 - Members asked P. McAuley questions regarding how the PMO will provide better bandwidth access for SE LHIN residents in the more rural areas of the LHIN such as Perth, Sharbot Lake, etc.; the location of the office (PMO) – temporary location in the SE LHIN office; the difference between the regional PMO lead and the regional CIO (P. McAuley's role); PMO Lead – contract or employee of the LHIN; how soon would someone be recruited into this role; long term cost analysis of the benefits of this initiative; will the electronic records system of the electronic childhood health network (ECHN) be able to allow doctors from multiple cities to track appointments, notes, lab results, etc for children across the province as the system expands / grows; with the basic budget presented are there specific expenditures that are anticipated (privacy review, etc); why are there only three LHINs moving forward with the integrated data centre initiative rather than 14; how will the different systems (technical) work together and what will the PMO / LHIN be responsible for regarding maintenance, etc; how will the smaller transfer payment agencies in the LHIN be able to move forward with these types of initiatives;

The members agreed to accept the budget and proposal as presented.

**Moved by: K. McBain
Seconded by: J. Ferguson
Carried - 2007-43-04**

- b. Chair's Update – G. Thompson) – 15 mins
- i. Proposed new agenda format - (attached)
- Per request of G. Thompson to defer the proposed new agenda format discussion until the new bylaws are presented to the board for consideration.

That the members agreed to table the proposed new agenda format discussion until such a time as the new bylaws are presented.

**Moved by: F. Campbell
Seconded by: J. Ferguson
Carried - 2007-43-05**

- G. Thompson reviewed some items with the members including the public service employees agreements which were circulated via email for the members to review in advance. Brief review of the toolkit information that was provided to the LHINs and shared with the members – it was noted that a follow up meeting will be taking place in the coming months and will involve legal advice moving forward; and a web master group is looking for ways to develop a program for Governance and the tools available that might provide advantages or cost savings. Five initial LHINs will take the lead at utilizing an RFP to cost out how this web master would be functional for the provincial LHINs and provide added value to all the LHINs.
- c. Monthly CEO Report - Discussion – P. Huras – 30 mins
- P. Huras advised the members that there would not be a report presented today as the content of the report mirrors the Annual Service Plan that is presented next on the agenda.

- d. Annual Service Plan (ASP) – Review / Approval – P. Huras / S. Kennedy – (attached + handout) – 2 hours
- P. Huras provided a brief background to members in attendance on how the initial plan was pulled together and the challenges that were faced along the way.
 - P. Huras introduced the staff members who will be providing the presentation to the board members in attendance.
 - S. Kennedy and N. Sears provided a presentation that included a review of the agenda; overview of the ASP purpose; overview of the ASP opportunity; overview of ASP – timelines & relationship to provincial budget; SE LHIN ASP Prescribed content; SE LHIN ASP overview; Integrated Health Services Plan (IHSP) priorities for change; Environmental scan fast facts – (geography and population health; issues affecting provision of health services; opportunities for change plans to implement IHSP commitments and priorities; plans to operationalize priorities); Integrating priorities health care; regional surgical services; critical care strategy; mental health and addiction services; patient flow; French language services act (Kingston); IT and e-Health; health human resources; continuum of care patient transportation; links to IHSP priorities; Ministry LHIN Accountability Agreement (MLAA) performance indicators; financials; key opportunities and risks; and next steps.
 - Members recognized that the regional surgical services proposal was an initiative created by the Health Care Network (HCN) of South Eastern Ontario.
 - The members asked questions of P. Huras, S. Kennedy, N. Sears, P. Heinemann and K. Johansen regarding why there is no specific reference to rehabilitation in the plan; why aren't all LHINs moving forward with a system around physician credentialing; is the LHIN working with local groups already moving down the road regarding pandemic or disaster / critical care planning; what is the process once the ASP is sent to the MOHLTC for consultation; if this is an annual plan why is there nothing indicating measurements in a phase situation – i.e.: our deliverables in a timeframe; it is hard to find the explicit relations alluded to in the presentation inside the ASP document itself; where is the strategy for dealing with the hospital capacity (capacity in general); the language used in the document needs to be focused on the reader rather than the current language in the industry; there is no supportive housing for the frail elderly in our area – how will we be moving forward as this is not in our plan, but it is a priority for the LHIN; how will the LHIN move forward with the Ministry of Health and Long-Term Care (MOHLTC) in order to bring the supportive housing issue to the forefront; outcomes in the document reflect many process outcomes or strategies, but should they be a more realistic approach to “clinical” outcomes (output / outcomes) – what is the benefit; there has been little input regarding the communications plan for the LHIN; the budget plan presented in this document is an estimate – is it being changed going forward; the request to have a % change column added to the financial summary by section – section E in order to help provide a more clear understanding; expenditure increases do not appear to be accurate – LHIN ops percentage changes for year over year; the staffing compliment for the LHIN was set by the MOHLTC and is the pending request consistent across the province; members would like to have information regarding any potential staffing increases come to the board members in advance with complete details prior to being included in a document that is moving forward to the MOHLTC for acceptance; and projections or estimates in the document are something that the members are concerned about.

The members agreed to accept in principle the draft annual service plan a copy of which is attached to these minutes with corrections as suggested.

**Moved by: F. Campbell
Seconded by: T. Rankin
Carried - 2007-43-06**

- e. Health Professional Advisory Committee (HPAC) – P. Huras– (attached) - 30 mins
- P. Huras introduced the document which outlines the process for the LHINs HPAC committee.
 - This committee is one that is part of the Local Health System Integration Act (LHSIA) and all LHINs across the province will have one.
 - P. Huras addressed questions from the members regarding the handout in relation to the creation of the terms of reference – specifically if the chair of the committee would be a member from outside of the committee; were the members of the advisory committee that created these documents brought forward to the SE LHIN board for approval; frequency of the meetings for the HPAC committee; and reporting of the LHIN CEO to the SE LHIN board on behalf of the HPAC committee.
 - The provincial process around the creation of HPACs is well underway and will be moving forward quickly in the fall.

That the board consider a matters of public interest regarding Approval of Closed Session Minutes; Annual Service Plan – Risk Summary, Update on Hospitals under Enhanced Monitoring and a Briefing on Consumer Support Initiative pursuant to ss 9(5)(x) of the Local Health Systems Integration Act 2006s.9(5)(x).

**Moved by: G. McGinn
Seconded by: J. Ferguson
Carried – 2007-43-07**

That P. Huras, S. Kennedy, N. Sears, P. Heinemann, L. Hofmeister, K. Johansen and J. Prospero join the board in the closed session.

**Moved by: K. McBain
Seconded by: M. Werkhoven
Carried – 2007-43-08**

That the members agreed to amend the above motion and that they adopt Option 1 A as presented as the current operating budget to be reviewed at the end of the 2nd quarter.

**Moved by: K. McBain
Seconded by: J. Ferguson
Carried – 2007-43-14**

That the closed session be concluded.

**Moved by: F. Campbell
Seconded by: J. Ferguson
Carried – 2007-43-15**

That the Chair rise and provide a verbal report from the closed session to attendees regarding the Approval of Closed Session Minutes; Annual Service Plan – Risk Summary, Update on Hospitals under Enhanced Monitoring and a Briefing on Consumer Support Initiative

**Moved by:
Seconded by:
Carried – 2007-43-16**

Additions – OTHER

7. Date time and location of next meeting:

Monday September 24th, 2007 – 9:30 am – North Hastings Family Health Team – Bancroft

Future meetings:

Monday October 22nd, 2007 – 9:30 am – North Kingston Community Health Centre – Kingston

Monday November 26th, 2007 – 9:30 am – SE LHIN Offices - Belleville

Monday December 17th, 2007 – 9:30 am – SE LHIN Offices – Belleville

TBD

8. Adjournment

That the meeting be adjourned at 4:35 pm

Motioned: F. Campbell

Noted departures:

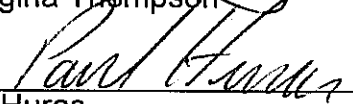
Summary Table of Actions:

Topic	Action	Assigned To	Update / Due
Previous Items:			
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
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
Home Care	Presentation from staff regarding home care.	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	Sept. 24 / 07
Operations	Members asked to have a two pager developed for each health care sector that can be added to the website for use by our HSPs and board members.	P. Huras	October 2007
Policy	After open discussion with the board the Governance Committee will develop a policy around the item of public inquires / engagements.	F. Campbell	TBD
Policy – Preparation per Diems	Once a board budget is established the members would like to discuss the definition, cost and application of Preparation per diems.	G. Thompson	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
New Items:			

Chair:


 Georgina Thompson

Secretary:


 Paul Huras