

**BOARD APPROVED MINUTES
BOARD OF DIRECTORS MEETING**

Wednesday, December 20, 2017

11:00 am to 4:30 pm

**Ajax/Pickering Room, Central East LHIN – Whitby Branch
920 Champlain Crt, Whitby ON, L1N 6K9**

Directors Present: Mr. Louis O'Brien (Chair)
Ms. Amorell Saunders N'Daw (Vice Chair)
Ms. Aileen Ashman (Member)
Ms. Bonnie St. George (Member)
Mr. David Barlow (Member)
Ms. Debbie Doherty (Member)
Ms. Elaine Aimone (Member)
Mr. Glenn Rogers (Member)
Mr. Michael Nettleton (Member)
Mr. Patrick Connolly (Member)
Mr. S. Gopikrishna (Member) (Teleconference)

Staff Present: Mr. Stewart Sutley (Acting Chief Executive Officer/ Vice President, Health System Strategy, Integration, Planning and Performance)
Ms. Lisa Burden (Vice President, Home and Community Care)
Dr. Barry Guppy (Vice President, Clinical)
Mr. Marco Aguila (Vice President, Human Resources and Organizational Development)
Ms. Shelley Dagorne (Vice President, Finance and Corporate Services)
Ms. Katie Cronin-Wood (Director, Strategic Communications and Stakeholder Relations)
Ms. Jeanne Thomas (Director, Health System Strategy, Integration, Planning and Performance)
Ms. Farrah Hirji (Director, Health System Strategy, Integration, Planning and Performance)
Ms. Karen O'Brien (Manager, Community Engagement and Outreach)
Ms. Tünde Igli (Director, Finance and Risk Management)
Ms. Sheila Rogoski (Executive Coordinator)
Ms. Sueanne Balgobin (Governance Coordinator)
Ms. Jennifer Persaud (Governance Coordinator)
Ms. Alison Pickles (Corporate Governance Administrative Assistant, Minutes Recorder)

Guests: Ms. Linda Davis (President and CEO, Northumberland Hills Hospital)
Mr. Varouj Eskedjian (President and CEO, Campbellford Memorial Hospital)
Ms. Mary-Anne Pietrusiak (Epidemiologist, Region of Durham)
Ms. Anne MacLeod (Member, Patient and Family Advocacy Committee)

Mr. Louis O'Brien, Chair of the Central East Local Health Integration Network (the "Central East LHIN") Board of Directors, chaired the meeting.

1.1 MEETING CALLED TO ORDER

Mr. O'Brien called the meeting to order at 11:00 AM and welcomed the members of the public to the Central East LHIN open Board meeting.

Constitution of Meeting and Quorum

Notice of the meeting having been properly given to the public and to each Board member, and a quorum of Board members being present at the meeting, Mr. O'Brien declared the meeting duly constituted for the transaction of business.

1.2 PATIENT STORY

Ms. Katie Cronin-Wood (Director, Strategic Communications and Stakeholder Relations) introduced the Board to Ms. Anne MacLeod, a member of the Central East LHIN Patient and Family Advisory Committee, to present her patient story. Ms. MacLeod discussed her experience as a caregiver and shared feedback with members of the Board on her family's journey through the health care system in managing vascular conditions.

2.1 CONSENT AGENDA

Prior to introducing the motion, Mr. O'Brien asked if there were any items on the consent agenda requiring further discussion. Ms. Aileen Ashman requested that the minutes from November 22, 2017 be removed from the consent agenda for revisions. Mr. Michael Nettleton requested that 2017/18 Community Investments be removed from the consent agenda and added to the open session agenda for discussion as item 6.8.

MOTION: By Mr. O'Brien

Be it resolved that the consent agenda of the December 20, 2017 meeting of the Central East LHIN Board of Directors be approved, as amended.

- Included are the following items for approval:
 - Approval of the Agenda
 - Chair's Report to the Board
 - Correspondence

SECONDED: Mr. Connolly

MOTION CARRIED

2.2 DECLARATION OF CONFLICTS OF INTEREST

Mr. O'Brien requested that those in attendance declare any conflicts of interest. There were no conflicts raised by members in attendance.

2.3 APPROVAL OF THE NOVEMBER 22, 2017 BOARD MEETING MINUTES

Members of the Board provided revisions to be applied to the Board minutes from the meeting that took place on November 22, 2017.

MOTION: By Ms. Ashman
Be it resolved that the minutes of the November 22, 2017 Board meeting be approved, as amended.

SECONDED: Mr. Barlow

MOTION CARRIED

4.1 HEALTH SYSTEM EDUCATION/INFORMATION

Ms. Mary-Anne Pietrusiak, Public Health Epidemiologist, Durham Region Health Department, provided an update to the Board on behalf of the Regional Municipality of Durham Public Health Department. It was noted that the strategic planning and initiatives at Durham Public Health are grounded in a population health approach with four domains: social determinants of health, healthy behaviours, healthy communities and population health assessment. There are currently 88 health indicators including demographics for the region.

Ms. Pietrusiak provided an overview of the BETTER Health Durham project including the project goal to improve the uptake of evidence-based chronic disease prevention and screening activities. The Regional Municipality of Durham is exploring the need to have a stronger connection with the Central East LHIN profiles and Health Neighborhoods.

Members of the Board thanked Ms. Pietrusiak for her presentation and Mr. O'Brien noted that the Medical Officers of Health in the Central East LHIN have been invited to future meetings of the Board to provide an overview of their planning work.

5.1 BUSINESS ARISING FROM LAST MEETING OF NOVEMBER 22, 2017

Mr. O'Brien asked for any business arising from the last Board meeting on November 22, 2017.

There were no items of business arising raised by members of the Board.

6.1 NORTHUMBERLAND HILLS HOSPITAL & CAMPBELLFORD MEMORIAL HOSPITAL – REPORT BACK ON JOINT INTEGRATION OPPORTUNITIES

Ms. Linda Davis, President and CEO, Northumberland Hills Hospital and Mr. Varouj Eskedjian, President and CEO, Campbellford Memorial Hospital, provided a report to the Board on Joint Integration Opportunities between their organizations. An update was given to members of the Board on the hospitals' exploration of strategic partnerships and the learnings to date. These include a better understanding of the needs at Campbellford Memorial Hospital, benefits and risks to both organizations should a partnership develop and the need for clinical integration to addition to shared leadership. Next steps will include further discussions with the support of an external resource over the next three months.

6.2 NORTHUMBERLAND HILLS HOSPITAL IMPROVEMENT PLAN (HIP) UPDATE

Ms. Davis provided an update on the Northumberland Hills Hospital Hospital Improvement Plan (HIP). The update provided a history and current state of the hospital. Recent partnerships/integrations were highlighted. The current challenges were also identified and the projections for 2017/18 were discussed. Mr. Jim Wright, Interim Chief Financial Officer, Northumberland Hills Hospital and Campbellford Memorial Hospital provided details on the financial projections and anticipated pressures.

6.3 INDIGENOUS SERVICES UPDATE

Ms. Jeanne Thomas, Director, Health System Strategy, Integration, Planning and Performance, provided an update on Indigenous Services in the Central East LHIN and planning initiatives. Ms. Thomas provided an overview of planning and engagement at the provincial and local levels, the core functions of care coordination and the next steps regarding training, engagement and planning.

In the coming months, it was noted that work will continue on the implementation of the Indigenous Cultural Safety (ICS) Training at the Central East LHIN. There will be continued monitoring and review of LHIN activities to identify opportunities to strengthen engagement and support for Indigenous peoples. Ms. Thomas noted that there will be a finalization of each of the Circle's Action/Work Plan and implementation of priorities, as well as the implementation of joint Health Advisory Circle-identified priority projects.

6.4 REPORT ON QUALITY COMMITTEE

Ms. Amorell Saunders N'Daw, Chair of the Quality Committee, provided a report on the Quality Committee meeting that took place on December 13, 2017. It was noted that the Committee received an update on the Pan-LHIN Quality Committee Framework that is being developed, as well as reports from the Central East LHIN Patient and Family Advisory Committee and the Regional Clinical Quality Committee. Ms. Saunders N'Daw reported that the Committee reviewed the current work to date on the Alternative Levels of Care initiative and staff provided updates on the status of Accreditation and the Central East LHIN Quality Improvement Plan.

MOTION: By Ms. Saunders N'Daw

Be it resolved that the Central East LHIN Board receive the Chair's Report of the Quality Committee of the Board from the meeting on December 13, 2017.

SECONDED: Mr. Nettleton

MOTION CARRIED

6.5 TRANSFORMING MUSCULOSKELETAL (MSK) CARE

Ms. Farrah Hirji, Director, Health System Strategy, Integration, Planning and Performance, provided an overview on the provincial context for Musculoskeletal (MSK) Care and identified key components of central intake. The Hip and Knee Central Intake

and Assessment Model (CIAC) and the Interprofessional Spine Assessment and Education Clinic (ISAEC) Model were outlined for the Board's information. An overview on the implementation timelines for both models and key supports was provided. Next steps to include engaging clinicians to identify champions of MSK and the launch of the Musculoskeletal Care Steering Committee.

6.6 2017/18 ANNUAL BUSINESS PLAN IMPLEMENTATION UPDATE

Mr. Stewart Sutley, Acting Chief Executive Officer/ Vice President, Health System Strategy, Integration, Planning and Performance, provided an update on the 2017/18 Annual Business Plan Implementation. It was noted that staff will return to the Board of Directors in the 1st Quarter of 2018/19 with an implementation update of the 2017/18 Annual Business Plan.

Mr. Gopikrishna left the meeting at this time.

6.7 APPROACH TO SERVICE ACCOUNTABILITY AGREEMENTS

Mr. Sutley provided a brief overview of the changes to the following Service Accountability Agreements:

- 2018/19 Hospital Service Accountability Agreement (H-SAA) Extension
- 2018/19 Long-Term Care Home Service Accountability Agreement (LSAA) Amendment
- 2018/19 Long-Term Care Home Service Accountability Agreement –Multi Homes Amendment
- New 2018/19 Multi-Sector Service Accountability Agreement (MSAA)

An overview of the 2018/19 Central East LHIN-Specific Proposed Obligations for All Service Accountability Agreements was provided.

MOTION:

By Ms. Doherty

Be it resolved that the proposed H-SAA to be made as of April 1, 2018, and amending the 2008-18 H-SAA by extending its term to March 31, 2019 and by replacing the 2017/18 Schedules with 2018/19 Schedules, be approved as presented to the Board and;

Be it further resolved that:

The Central East LHIN Board of Directors authorize the Board Chair and Chief Executive Officer to negotiate and execute the 2018/19 Hospital Service Accountability Amending Agreements on behalf of the Board, effective March 31, 2018.

SECONDED:

Ms. St. George

MOTION CARRIED

MOTION By Ms. Doherty

Be it resolved that the proposed Long –Term Care Home Service Accountability Agreement template for the period April 1, 2018 to March 31, 2019, to be made as of April 1, 2018, be approved as presented to the Board to replace the current 2016-19 Long-Term Care Home Service Accountability Agreement template, and;

Be it further resolved that the Central East LHIN Board of Directors authorize the Board Chair and Chief Executive Officer to negotiate and execute the 2018/19 Long-Term Care Home Service Accountability Amending Agreements on behalf of the Board, effective March 31, 2018.

SECONDED: Ms. St. George

MOTION CARRIED

MOTION By Ms. Doherty

Be it resolved that the proposed Long –Term Care Home Service Accountability Agreement – Multi Homes template for the period April 1, 2018 to March 31, 2019, to be made as of April 1, 2018, be approved as presented to the Board to replace the current 2016-19 Long-Term Care Home Service Accountability Agreement – Multi Homes template, and;

Be it further resolved that the Central East LHIN Board of Directors authorize the Board Chair and Chief Executive Officer to negotiate and execute the 2018/19 Long-Term Care Home Service Accountability Amending Agreements – Multi Homes on behalf of the Board, effective March 31, 2018.

SECONDED Ms. St. George

MOTION CARRIED

MOTION By Ms. Doherty

Be it resolved that the proposed Multi-Sector Service Accountability Agreement template for the period from April 1, 2018 to March 31, 2019, to be made as of April 1, 2018, be approved as presented to the

Board, to replace the current 2014 -18 Multi-Sector Service Accountability Agreement template, and;

Be it further resolved that the Central East LHIN Board of Directors authorize the Board Chair and Chief Executive Officer to negotiate and execute the new 2018/19 Multi-Sector Service Accountability Agreements on behalf of the Board, effective March 31, 2018.

SECONDED Ms. St. George

MOTION CARRIED

6.8 2017/18 COMMUNITY INVESTMENTS

Mr. Sutley walked members of the Board through a proposed approach for Community Investments in 2017/18. Mr. Sutley answered questions from the Board on funding being allocated to community providers and outlined next steps.

MOTION: By Mr. Nettleton

Be it resolved that the Central East Local Health Integration Network Board of Directors approves the 2017/18 Community Investments and instructs the Central East Local Health Integration Network Chief Executive Officer to make allocations consistent with this approach.

SECONDED: Ms. Ashman

MOTION CARRIED

6.9 APPOINTMENT OF AUDITORS

Ms. Shelley Dagherne, Vice President, Finance and Corporate Services, reported to the Board of Directors on a provincial negotiation to appoint the Auditors for the Annual External Audit covering Fiscal Year 2017/18. It was noted that a recommendation to appoint Deloitte as the external auditors was a common approach being implemented by all 14 LHINs; however, contractual agreements were being finalized.

A notional approval to appoint Deloitte as the Central East LHIN's Auditor was brought forward for the Board's decision. Next steps will include confirming the contract and scope requirements of the Audit, given the Renewed LHIN's requirements, and report back to the Audit and Finance Committee with the Audit Plan at their next meeting.

MOTION: By Mr. Connolly

Be it resolved that the Central East Local Health Integration Network Board of Directors notionally appoints Deloitte to complete the 2017 annual audit.

SECONDED: Mr. Barlow

MOTION CARRIED

7.0 MOVED INTO CLOSED SESSION

MOTION: By Mr. Rogers

Be it resolved that the Board of Directors move into closed session, pursuant to Section 9, subsection 5 of the Local Health System Integration Act (LHSIA) to:

- √ consider a matter that concerns personal or public interest
- √ consider a matter that would prejudice legal proceedings;
- and
- √ consider a personnel matter.

and that the following Central East LHIN staff, Stewart Sutley, Lisa Burden, Barry Guppy, Shelley Dagorne, Katie Cronin-Wood, Karen O'Brien, Marco Aguila, Jeanne Thomas, Tünde Igli, Rosemarie Cameron-Lewin, Cindy Massey Straus, Irem Ali, Sheila Rogoski, Jennifer Persaud, Sueanne Balgobin and Alison Pickles join the Board in the closed session.

SECONDED: Ms. Ashman

MOTION CARRIED

12.1 REPORT ON CLOSED SESSION

Upon reconvening to the open session, Mr. O'Brien reported that during the in-camera session the Board discussed details pertaining to personnel, consider a matter concerning personal or public interest and matters that could prejudice legal proceedings.

MOTION: By Mr. O'Brien

Be it resolved that the Chair's report of the December 20, 2017 closed session be received and approved, and further that there will be follow up on the actions discussed.

SECONDED: Mr. Nettleton

MOTION CARRIED

12.2 MOTION OF TERMINATION

MOTION: By Mr. O'Brien
Be it resolved that the December 20, 2017 Central East LHIN Board meeting be terminated.

SECONDED: Mr. Nettleton

MOTION CARRIED

The meeting was terminated at 4:30 PM

ORIGINAL SIGNED BY

Louis O'Brien
Chair, Central East LHIN

ORIGINAL SIGNED BY

Deborah Hammons
Chief Executive Officer,
Board Secretary