

**BOARD APPROVED MINUTES
BOARD OF DIRECTORS MEETING**

Wednesday, February 28, 2018

11:00 am to 4:00 pm

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

Directors Present:

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

Guests:

Ms. Julia Finlay (Patient Story)
Mr. Frank Finlay (Patient Story)
Ms. Rebecca Finlay (Patient Story) (Teleconference)

Staff Present:

Ms. Deborah Hammons (Chief Executive Officer)
Mr. Stewart Sutley (Vice President, Health System Strategy, Integration, Planning and Performance)
Ms. Shelley Dagherne (Vice President, Finance and Corporate Services)
Dr. Barry Guppy (Vice President, Clinical)
Ms. Lisa Burden (Vice President, Home and Community Care)
Mr. Marco Aguila (Vice President, Human Resources and Organizational Development)
Ms. Katie Cronin-Wood (Director, Strategic Communications and Stakeholder Engagement)
Ms. Karen O'Brien (Manager, Community Outreach and Engagement)
Ms. Sueanne Balgobin (Governance Coordinator)
Ms. Sheila Rogoski (Executive Coordinator)
Ms. Tünde Igli (Director, Finance and Risk Management)
Mr. Paul Scobie (Director, Information Management and Technology)

Irem Ali, (Manager Contract Management, Performance and Accountability)

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 11:01 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. Julia Finlay and Mr. Patrick Finlay. Ms. Finlay presented her family's experience as caregivers and provided feedback to the Board on her family's journey through the healthcare environment. The Chair also invited Mr. Finlay to speak. Mr. Finlay presented his observations about the approach to patient care in hospitals. The Board thanked Ms. Finlay and Mr. Finlay for their story and the recommendations provided.

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. The Vice-Chair requested a discussion on the Board Evaluation Update which was moved into Item 5.2 of the agenda.

MOTION: By Ms. St. George
Be it resolved that the consent agenda of the February 28, 2018 meeting of the Central East LHIN Board of Directors be approved.

- Included are the following items for approval:
 - Approval of the Agenda
 - Approval of the Minutes Jan. 24
 - Chair's Report to the Board
 - Availability Report
 - Lakeridge Health Ajax-Pickering Site Emergency Department Mental Health Services Unit Pre-Capital Submission

- Markham Stouffville Hospital, Uxbridge Cottage Hospital Site Infrastructure Repairs Project Pre-Capital Submission
- Ross Memorial Hospital Request to Purchase and Operate One Replacement Mammography Unit with Tomosynthesis Computed Tomography Functionality
- Peterborough Regional Health Centre Request to Purchase and Operate One Replacement Nuclear Medicine Machine – Single Photon Emission Computed Tomography

SECONDED: Mr. Gopikrishna

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.

4.1 BUSINESS ARISING FROM LAST MEETING OF JANUARY 24, 2018

Mr. O'Brien asked for any business arising from the last Board meeting on January 24, 2018.

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

5.1 CAMPBELLFORD MEMORIAL HOSPITAL- NORTHUMBERLAND HILLS HOSPITAL

Mr. Sutley provided an update to the Board on the integration opportunities for Northumberland Hills Hospital & Campbellford Memorial Hospital. It was noted that Northumberland Hills Hospital has met with the Ministry of Health and Long-Term Care on its structural deficit. The staff of the Central East LHIN are currently working with both hospitals on their financial position and accountability agreements for next year. An update from the hospitals will be presented to the Board at the next meeting in March.

5.2 BOARD EVALUATION UPDATE

The Board had a discussion on the Board Evaluation process and how it is being handled centrally and with each LHIN. A letter has been sent to the Ministry of Health and Long-

Term Care to discuss the format of the evaluation this fiscal year. It was noted that the evaluation would not be outsourced to a consultant this year, which will provide savings.

5.3 CEO HIGHLIGHTS

Ms. Hammons provided a report of the activities that the Central East LHIN has had over the past month. Work is currently underway on the finalization of the Mission and Values Statements. Input is currently being gathered from all staff. An implementation plan will be coming forward to the Board in March for the Code of Conduct. The Opioid Strategy will be presented at the next Board Meeting.

On February 13th, staff hosted Julie Drury, the Provincial Chair of the Patient Family Advisory Council for the day. She had the opportunity to visit Care First and Ontario Shores throughout the day and joined members of the Central East Patient Family Advisory Council meeting. She was impressed at the progress that our PFAC has made and also commended us for having ensured that the patient and family voice was being heard at our sub-region planning tables.

5.4 REPORT OF GOVERNANCE AND COMMUNITY NOMINATIONS COMMITTEE

Mr. Gopikrishna provided an update on the Governance and Community Nomination Committee that met on Wednesday February 21st, 2018. It was noted that a meeting of all Committee Chairs will be conducted in March to discuss risk categories. The Chair also advised Committee Chairs' report will be placed within the consent agenda with the exception of financial approvals.

The Committee reviewed the Board Education and Development Plan and discussed the current education sessions that have taken place at the beginning of each Board Meeting. The Committee reviewed the Terms of Reference for each of our three standing Board Committees. These will be brought back for review at the next Governance meeting. The Committee then held a discussion on Board Recruitment, specifically within First Nations Communities and reviewed strategies and outreach to date. The Committee also reviewed and agreed to a Governance Engagement Strategy scheduled to begin this fall.

MOTION: By Mr. Gopikrishna

Be it resolved that the Central East LHIN Board receive the Chair's Report of the Governance and Community Nominations Committee of the Board from the meeting on February 21, 2018.

SECONDED: Ms. Ashman

MOTION CARRIED

5.5 BOARD-GOVERNED AGENCY ATTESTATION

Ms. Dagonne provided an overview of the Board-Governed Agency Attestation process and the work to date. The overview highlighted the tools used to provide oversight on the attestation process. The Board approved the reports included within the attestation.

MOTION: By Mr. Nettleton

Be it resolved that the Central East LHIN Board authorize the Chair, by resolution dated the 28th day of February, 2018, to declare to the Minister of Health and Long-Term Care that to the best of the Board's knowledge and belief, upon due enquiry of the Chief Executive Officer and other appropriate LHIN officers and personnel, the Central East LHIN:

1. is in substantial compliance with all applicable legislation, regulations, directives, and policies;
2. has maintained an effective system of internal controls; and;
3. has established and maintained a system of internal controls that supports the integrity and reliability of the agency's financial reports for the year ended March 31, 2018.

SECONDED: Ms. Doherty

MOTION CARRIED

5.6 HOSPITAL SERVICES ACCOUNTABILITY AGREEMENT (HSAA) 2018/19 – REVISED TEMPLATE

Mr. Sutley provided an update on the Hospital Service Accountability Agreement for 2018-19. The Hospital Service Accountability Agreement inclusions in Ministry LHIN Accountability Agreement will come to the Board at the next board meeting.

MOTION: By Mr. Nettleton

Be it resolved that the Central East Local Health Integration Network (LHIN) Board of Directors:

- approves the proposed 2018-20 Hospital Service Accountability Agreement (HSAA) template for the period from April 1, 2018, to March 31, 2020, to be made as of April 1, 2018, as presented to the Board, to replace the current 2008-18 Hospital Service Accountability Agreement (H-SAA) template; and
- authorizes the LHIN Board Chair and LHIN Chief Executive Officer to execute 2018-20 HSAA's on behalf of the Central East LHIN, provided that the execution versions of the 2018-20 HSAA's are substantially similar to the template attached.

Where required, be it further resolved that the Central East Local Health Integration Network Board of Directors:

- approves the proposed Hospital Service Accountability Agreement extension template of the current H-SAA. The extension of the current H-SAA is only effective until the day after the next hospital board meeting (or a date linked to the board meeting), which is the date the hospital is expected to enter into the new HSAA and new Schedules; and
- authorizes the LHIN Board Chair and LHIN Chief Executive Officer to execute H-SAA extensions on behalf of the Central East LHIN, provided that the execution versions of the H-SAA are substantially similar to the template attached.

SECONDED: Mr. Rogers

MOTION CARRIED

5.7 ANNUAL BUSINESS PLAN 2018/19

Mr. Sutley presented the Annual Business Plan for the 2018/19 fiscal year to the Board and it was noted that this plan reflects the new mandate received from the Ministry of Health and Long-Term Care. The plan was also expanded to include Digital Health as an area of growth and the commencement of the Quality Committee. An update on the implementation of the Annual Business Plan will be presented to the Board at a future meeting date.

MOTION: By Mr. Connolly
Be it resolved that the Central East LHIN Board of Directors approve the 2018/19 Central East LHIN Annual Business Plan and authorize the Chief Executive Officer to submit required

documentation, inclusive of 2018/19 Ministry LHIN Accountability Agreement (MLAA) performance obligations, to the Ministry of Health and Long-Term Care by March 1, 2018;

And further be it resolved that the Chief Executive Officer provide a report back to the Board on any substantial changes, including but not limited to pages 58 and 59, arising from the final input received from the Ministry of Health and Long-Term Care at the next meeting.

SECONDED: Ms. Doherty

MOTION CARRIED

6.0 MOVED INTO CLOSED SESSION

MOTION: By Ms. Doherty

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, Deborah Hammons, Stewart Sutley, Lisa Mizzi, Barry Guppy, Shelley Daborne, Katie Cronin-Wood, Karen O'Brien, Marco Aguila, Tünde Igli, Irem Ali, Sheila Rogoski and Sueanne Balgobin join the Board in the closed session.

SECONDED: Mr. Nettleton

MOTION CARRIED

11.1 REPORT ON CLOSED 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 Ms. Doherty
Be it resolved that the Chair’s report of the January 24, 2018 closed session be received and approved, and further that there will be follow up on the actions discussed.

SECONDED: Mr. Nettleton

MOTION CARRIED

11.2 MOTION OF TERMINATION

MOTION: By Ms. Ashman
Be it resolved that the February 28, 2018 Central East LHIN Board meeting be terminated.

SECONDED: Mr. Connolly

MOTION CARRIED

The meeting was terminated at 4:05PM

ORIGINAL SIGNED BY

Louis O’Brien
Chair, Central East LHIN

ORIGINAL SIGNED BY

Deborah Hammons
Chief Executive Officer,
Board Secretary