

**BOARD APPROVED MINUTES
BOARD OF DIRECTORS MEETING
Wednesday, June 27, 2018
10:00 am to 5:00 pm
Port Hope Community Health Centre
99 Toronto Road, Port Hope ON, L1A 3S4**

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

Directors Not Present: Ms. Aileen Ashman (Member)

Guests: Ms. Michelle Carr (Patient Story)
Ms. Marilyn Lupiccini (Employee Recognition)
Mr. Ron Riesenbach, Vice President, Innovation and Chief
Technology Officer, Baycrest Centre
Mr. Mel Barsky, President and CEO, Baycrest Centre
Ms. Elizabeth Buller, President and CEO, Scarborough and
Rouge Hospital
Ms. Linda Davis, President and CEO, Northumberland Hills
Hospital
Mr. Matt Anderson, CEO, Lakeridge Health
Mr. Paul McGary, Executive Director, Mental Health and
Addictions, PineCrest
Dr. Peter McLaughlin, CEO, Peterborough Regional Health
Centre

Staff Present: Dr. Barry Guppy (Interim Chief Executive Officer)
Mr. Stewart Sutley (Vice President, Health System Strategy,
Integration, Planning and Performance)
Ms. Lisa Burden (Vice President, Home and Community
Care)
Ms. Shelley Dagorne (Vice President, Finance and Corporate
Services)

Ms. Katie Cronin-Wood (Director, Strategic Communications and Stakeholder Engagement)
Mr. Marco Aguila (Vice President, Human Resources and Organizational Development)
Ms. Sueanne Balgobin (Governance Coordinator)
Ms. Sheila Stirling (Interim Executive Coordinator)
Ms. Tünde Igli (Director, Finance and Risk Management)
Mr. Irem Ali (Senior 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 10:00 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. Anne Marie Petrusiak, Co-Chair of the Patient and Family Advisory Council, introduced the Ms. Michelle Carr and Ms. Nicole Whitmore. Ms. Carr presented to the Board on her journey through the health care system while dealing with mental health challenges, poverty and homelessness. Ms. Whitmore also presented to the Board, her perspective of the health care system as an outreach worker and recommendations to improve the service to patients. Recommendations included improving the lived experiences of patients by addressing barriers to accessing services and bridging the gaps between agencies and systems and a one-stop shopping approach to accessing care for vulnerable individuals.

1.3 CENTRAL EAST LHIN EMPLOYEE RECOGNITION

Board Chair, Louis O'Brien recounted the story of Central East employee, Marilyn Lupiccini's heroic efforts to save residents of a Port Hope apartment building in May of 2018. The Chair, along with the Board, acknowledged Ms. Lupiccini's bravery and concern for residents of the Port Hope community and thanked her for her actions that day.

2.1 **DECLARATION OF CONFLICTS OF INTEREST**

Mr. O'Brien requested that those in attendance declare any conflicts of interest.

2.2 **CONSENT AGENDA**

Prior to introducing the motion, Mr. O'Brien asked if there were any items on the consent agenda requiring further discussion. Members of the Board requested to have the IT Availability Report moved into Open Session. This items was placed as item 6.8 for discussion.

MOTION:

By Ms. Doherty

Be it resolved that the consent agenda of the June 27, 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 - May 9 and May 23
- Chair's Report to the Board
- Updates to 2018/19 Service Accountability Agreements
- Q4 2017/18 Hospital Working Funds Reports
- Q1 2018/19 Declaration of Compliance

SECONDED: Mr. Gopikrishna

MOTION CARRIED

4.1 **REGIONAL CLINICAL INFORMATION SYSTEM UPDATE**

Mr. Matt Anderson, Chief Executive Officer of Lakeridge Health presented an update to the Board on the Regional Clinical Information System. The presentation noted the achievements of the Central East Hospital Cluster (Campbellford Memorial Hospital (CMH), Haliburton Highlands Health Services (HHHS), Lakeridge Health (LH), Northumberland Hills Hospital (NHH), Peterborough Regional Health Centre (PRHC), Ross Memorial Hospital (RMH), and Scarborough and Rouge Hospital (SRH)) to date in alignment with the Hospital Information System Renewal Advisory Panel recommendations. The procurement timelines were also highlighted and next steps include approval of the Memorandum of Understanding and notice of voluntary integration will be brought forward to the Board at a future board meeting.

4.2 PETERBOROUGH REGIONAL HEALTH CENTRE AND ROSS MEMORIAL HOSPITAL DIRECTIONAL PLAN

Mr. Peter McLaughlin, Chief Executive Officer of the Peterborough Regional Health Centre presented the Board with the Peterborough Regional Health Centre and Ross Memorial Hospital Directional Plan. The plan noted the community and stakeholder engagement plan over a four month span and the strategic goals of the plan which includes key messages to ensure consistent communication and alignment of all work streams; ensuring that there is consistent and clear understanding of the purpose and rationale for the Integration and its benefits; ongoing and proactive communications through all phases of the Integration and actively seeking feedback (i.e., are the messages being received and interpreted correctly). A supplementary summary report of community engagement and communications activities completed to date and key outcomes will be provided at the Board meeting in September.

4.3 AGING 2.0 – GENERATIVE DISCUSSION

Central East LHIN Board member, Ms. Elaine Aimone, engaged the board in a presentation on Aging and innovations that have been developed to date along with Mr. Ron Riesenbach, Vice President, Innovation and Chief Technology Officer at the Baycrest Centre and Mr. Mel Barsky, President and CEO of the Baycrest Centre. The presentation highlighted the board's role and context for innovation, examples of innovation, less successful examples of innovation. The presentation by the Baycrest Centre noted services provided as part of their continuum of care and comparators of innovative models around the world. The Board was then encouraged to participate in a real-time demonstration of aging technology facilitated by the Baycrest Centre staff.

4.4 AGING 2.0 – VIRTUAL DEMONSTRATION AND INNOVATION DISCUSSION

The Board participated on a virtual demonstration of aging and assistive technology and provided thoughts on how the Board might support innovation going forward. The Board provided questions and comments that they would like to see expanded on in a future discussion including how Board members can enable innovation, developing strategies that would create the climate for innovation and exploring ways to be best informed on current innovations.

5.1 BUSINESS ARISING FROM LAST MEETING OF MAY 23, 2018

Mr. O'Brien asked for any business arising from the last Board meeting on May 23, 2018. There were no items of business arising raised by members of the Board.

6.1 NORTHUMBERLAND HILLS HOSPITAL IMPROVEMENT PLAN: QUARTERLY UPDATE

Ms. Linda Davis, President and Chief Executive Officer of Northumberland Hills Hospital presented to the Board on the Hospital Improvement Plan for Northumberland Hills Hospital. The presentation highlighted clinical and operating savings of \$1.67 M achieved through the Hospital Improvement Plan and \$650,000 worth of savings through integration. The Board noted that they would like to receive another presentation to the Board in the next three months.

6.2 UPDATE ON SELECT HOSPITAL SERVICE ACCOUNTABILITY AGREEMENTS

Mr. Stewart Sutley reviewed the current status of Hospital Service Accountability Agreements with Northumberland Hills Hospital, Campbellford Memorial Hospital and Ross Memorial Hospital. It was noted that Central East LHIN staff continue to work with both Campbellford Memorial Hospital and Ross Memorial Hospital in 2018/19 to negotiate new Hospital Service Accountability Agreements. A motion to approve the extension of the current agreements were them put forward to the Board.

MOTION: By Mr. Nettleton

Be it resolved that the Central East LHIN Board of Directors approve the proposed 2018-20 Hospital Service Accountability Agreement (HSAA) with Northumberland Hills Hospital, effective July 1, 2018.

Be it resolved that the Central East LHIN Board of Directors approve extensions to March 31, 2019, to the current 2008-18 Hospital Service Accountability Agreements (H-SAA) with Campbellford Memorial Hospital and Ross Memorial Hospital, effective July 1, 2018.

Be it further resolved that the Central East LHIN Board of Directors authorizes the Board Chair and Interim Chief Executive Officer to execute the HSAA and H-SAAs on behalf of the Central East LHIN.

SECONDED: By Mr. Rogers

6.3 IMPLEMENTATION OF THE OPIOID STRATEGY

Ms. Jai Mills and Mr. Paul McGary presented to the Board on the implementation of the Opioid Strategy. The presentation highlighted work underway since April 2018 including establishing an Opioid Strategy Implementation Action Group, opening of Scarborough Rapid Access Addiction Medicine (RAAM) Clinic and integrated e-survey for patient experience, engagement with Emergency Care Steering Committee and commencement of a pilot of Fentanyl checking kits at Lakeridge Health. The Board

noted that they would like to have more information on the enforcement aspects of the strategy as part of a future update.

MOTION: By Mr. Nettleton

Be it resolved that if funding is received in-year by the Central East Local Health Integration Network from the Ministry of Health and Long-Term Care for the purpose of enhancing and establishing additional opioid-related services, the Board of Directors approves its use in the manner described as part of the Opioid Strategy Implementation Plan.

Be it further resolved that if the Central East Local Health Integration Network does not receive additional funding in-year from the Ministry of Health and Long-Term Care, the Board of Directors directs staff to enact the Opioid Strategy Implementation Plan in a risk-conscious manner within the limits of current financial and other resources devoted to opioid-related services, and to provide quarterly progress updates beginning at the end of the 2nd Quarter of 2018/19.

SECONDED: By Mr. Gopikrishna

6.4 **REPORT OF QUALITY COMMITTEE**

The Chair of the Quality Committee, Ms. Amorell Saunders N'Daw presented a report of the last Quality Committee that met on June 13, 2018. The agenda of the meeting included an update from the Central East LHIN Patient and Family Advisory Committee and the Regional Clinical Quality Committee. Staff reported to the Committee on the status to Accreditation. On May 22, 2018, the Central East LHIN was approved for the 6-month extension and provided with a survey timeframe between April 1 and May 31, 2019. Ms. Saunders also provided the Board with an overview of the work to date of the Pan-LHIN Quality Committee Chairs Working Group. It was noted that the Pan-LHIN Working Group provides a forum for Quality Committees to learn from one another and for Chairs to share and discuss common governance issues and priorities. The Committee also reviewed the Central East LHIN's Internal Enterprise Risk Register pertaining to Home and Community Care (HCC) and Clinical Division Risks. Ms. Saunders N'Daw left the meeting at 3:15pm.

MOTION: By Ms. Saunders N'Daw

Be it resolved that the Committee Chair's report of the June 13, 2018 Quality Committee meeting be received by the Central East LHIN Board of Directors.

SECONDED: By Ms. Doherty

6.5 REPORT OF AUDIT AND FINANCE COMMITTEE

Chair of the Finance and Audit Committee, Mr. Patrick Connolly, presented the Board with a report of the last Audit and Finance Committee meeting on June 13, 2018. In this meeting, the Committee reviewed the 2017/18 LHIN Operations Financial Report and the LHIN Benchmarking Report. Staff also provided an analysis of the waitlist reduction and strategies being implemented to keep patients off the waitlist. The Finance and Audit Committee Workplan was reviewed noting Ministry and Board deliverables aligned with Committee meeting dates. Mr. Steve Stewart, Partner at Deloitte, presented the Committee with the draft Audited Financial statements and the Auditor's report. The presentation highlighted the key areas of risk and the audit's focus. Deloitte will be issuing a formal audit opinion pending completion of the Board's approval of the Audited Financial Statements. A motion was then put forward a motion for the Board's approval of the Draft Audited Financial Statements.

MOTION: By Mr. Connolly

Be it resolved that the Central East LHIN Board of Directors receives the Draft Audited Financial Statements as at March 31, 2018, as presented by The Auditors (Deloitte).

Further, be it resolved that the Central East LHIN Board of Directors approves The Auditors Report on June 27, 2018.

And further, be it resolved that the Central East LHIN Board of Directors authorizes the submission of the Draft Audited Financial Statements by The Auditors (Deloitte) to the Ministry of Health and Long-Term Care by June 30, 2018.

SECONDED: By Mr. Barlow

MOTION: By Mr. Connolly

Be it resolved that the Committee Chair's report of the June 13, 2018 Audit and Finance Committee meeting be received by the Central East LHIN Board of Directors.

SECONDED: By Ms. Doherty

6.6 2017/18 ANNUAL REPORT

Ms. Katie Cronin-Wood presented an update on work underway for the 2017/18 Annual Report to the Board. It was noted that In alignment with the 2017-2018 Annual Report Requirements for Local Health Integration Networks (LHINs) document received from the Ministry of Health and Long-Term Care, an initial draft of the Central East LHIN 2017/18 Annual Report has been created in partnership with all divisions at the Central East LHIN. It is expected that the complete document will be finalized by early July to allow for the design phase of development.

MOTION: By Mr. Nettleton

Be it resolved that the Central East LHIN Board of Directors delegate the authority to the Board Chair, Vice Chair, and CEO to review and approve the 2017/18 Annual Report for submission to the Ministry of Health and Long-Term Care.

SECONDED: Mr. Connolly

6.7 CEO HIGHLIGHTS

The CEO Highlights were circulated to the Board prior to the Board meeting and the Board did not have any questions or comments on the highlights brought forward.

6.8 IT AVAILABILITY REPORT – MAY 2018

The Board posed questions related to the May IT availability Report with respect to the cause of recent outages and response received on resolutions to these issues from Health Shared Services Ontario (HSSO). It was noted that these concerns are being escalated through a Ministry of Health and Long Term Care review.

7.0 MOVED INTO CLOSED SESSION

MOTION: By Mr. Connolly

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, Barry Guppy, Stewart Sutley, Lisa Burden, Shelley Dagorne, Katie Cronin-Wood, Marco Aguila, Sheila Stirling, Jeanne Thomas, Tunde Igli, Irem Ali, Sueanne Balgobin and Scarborough & Rouge Hospital President & Chief Executive Officer, Elizabeth Buller join the Board in the closed session.

SECONDED: By Ms. Doherty

12.1 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. Aimone

Be it resolved that the Central East LHIN Board of Directors authorizes the Board Chair to send a letter of support, once appropriate, to the Scarborough Rouge Hospital Board Chair and Chief Executive Officer, endorsing the change in name of the hospital.

SECONDED: By Mr. Gopikrishna

MOTION: By Mr. Connolly

Be it resolved that the Central East Local Health Integration Network Board of Directors receives the Directional Plan, dated June 27th, 2018, from Peterborough Regional Health Centre and Ross Memorial Hospital, for information.

Be it further resolved that the Board of Directors encourages Peterborough Regional Health Centre and Ross Memorial Hospital to move forward with their community engagement and due diligence activities, to encourage and welcome local stakeholders to participate in those activities, and to forward to LHIN staff the required voluntary integration documentation by September 28th, 2018.

SECONDED: By Mr. Nettleton

MOTION: By Mr. Connolly

Be it resolved that the Chair's report of the June 27, 2018 closed session be received and approved, and further that there will be follow up on the actions discussed.

SECONDED: By Mr. Rogers

12.2 MOTION OF TERMINATION

MOTION: By Mr. Barlow

Be it resolved that the June 27, 2018 Central East LHIN Board meeting be terminated.

SECONDED: Mr. Rogers

MOTION CARRIED

The meeting was terminated at 5:00 pm.

ORIGINAL SIGNED BY

Louis O'Brien
Chair, Central East LHIN

ORIGINAL SIGNED BY

Dr. Barry Guppy
Interim Chief Executive Officer,
Board Secretary