

**BOARD APPROVED MINUTES
BOARD OF DIRECTORS MEETING**

Wednesday, September 26, 2018

11:00 am to 4:30 pm

**Scarborough Rouge Hospital- General Site, Lee Auditorium
3030 Lawrence Avenue East, Suite 108**

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)
Ms. Aileen Ashman (Member)

Guests:

Mr. Andrew Lee (Patient Story)
Ms. Lee Fairclough (Vice President, Quality Improvement,
Health Quality Ontario)
Ms. Linda Davis (President & CEO, Northumberland Hills
Hospital)
Mr. Randy Filinski, Co-Chair, Patient and Family Advisory
Committee

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. Karen O'Brien (Acting 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. 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 11:05 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

Mr. Randy Filinksi, Co-Chair of the Patient and Family Advisory Committee introduced Mr. Andrew Lee, the newest member of the Patient and Family Advisory Committee. Mr. Lee highlighted his health care journey providing care to his grandmother during the last years of her life, as part of an intergenerational household. Mr. Lee provided the Board with recommendations on care for elders including highlighting access and awareness to palliative care, acknowledging the role of the family as the primary caregivers and better supporting families and providing them with information on services and access to services. It was highlighted during the presentation that culturally appropriate care should be part of any care plan as language presents a barrier and a key challenge to care. Mr. Lee emphasized that the health care system should be the most responsible party in navigating care to continue to advocate for patient-centered care and be more open to digital health care initiatives. The Board thanked Mr. Lee for his story and his continued work with the Patient and Family Advisory Committee.

2.1 DECLARATION OF CONFLICTS OF INTEREST

Mr. O'Brien requested that those in attendance declare any conflicts of interest. No conflicts were declared at the meeting.

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 Reports for July 2018 and August 2018 moved into Open Session. This items was placed as item 6.2.1 for discussion.

MOTION: By Mr. Gopikrishan
Be it resolved that the consent agenda of the September 26, 2018 meeting of the Central East LHIN Board of Directors be approved. Included are the following items for approval:

- Approval of Approval of the Agenda –September 26, 2018
- Approval of the Minutes – June 27 and August 22
- Chair’s Report to the Board
- Aging 2.0 Brain Health Forum
- Q2 2018/19 Declaration of Compliance

SECONDED: By Mr. Nettleton

MOTION CARRIED

4.1 BUSINESS ARISING FROM LAST MEETING OF AUGUST 22, 2018

Mr. O’Brien asked for any business arising from the last Board meeting on August 22, 2018.

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

4.2 NORTHUMBERLAND HILLS HOSPITAL IMPROVEMENT PLAN

Mr. Jim Wright Chief Financial Officer and Sheila Walsh, Chief Information Officer of Northumberland Hills Hospital (NHH) joined Ms. Davis, the President and CEO of Northumberland Hills Hospital in presenting her update to the Board. Ms. Davis thanked the Central East LHIN for time taken by staff to work with them on the Improvement Plan. It was noted that the hospital has been able to secure \$1.6M in ongoing savings and are continuing to benchmark well. Currently the hospital is forecasting a 1% surplus. It was noted that Northumberland Hills Hospital has supported leadership functions at Campbellford Memorial Hospital (CMH) for the past year and will continue to do so while the peer review is completed. They will continue to be an active participant of the peer review and looks forward to exploring potential strategic and clinical partnerships with Campbellford Memorial Hospital.

MOTION: By Ms. Ashman

Be it Be it Resolved that the Board of Directors of the Central East Local Health Integration Network directs Northumberland Hills Hospital to address outstanding Hospital Improvement Plan initiatives, as follows:
report back semi-annually to the Central East LHIN Board on integration (#54), beginning in December 2018;

demonstrate its renewed efforts to identify and implement internal integrations (#9 and #10) as part of the report back of the Peer Review and Strategic Partnership Exploration;
continue to collaborate with LHIN staff in improving Home and Community Care's discharge planning for admitted patients (#28) while advancing this matter as a system issue at the appropriate Central East LHIN external engagement table;
continue to collaborate with LHIN staff to monitor two quality of care initiatives (#18 and #30) using regular Hospital Service Accountability Agreement (HSAA) processes while advancing these matters as system issues at the appropriate Central East LHIN external engagement table(s); and
continue to report to LHIN staff in their exercise of oversight of six initiatives (#8, #36, #37, #47, #50, and #53) using regular HSAA processes.

SECONDED: By Mr. Connolly

MOTION CARRIED

5.1 HEALTH QUALITY ONTARIO PRESENTATION

Ms. Lee Fairclough, Vice President of Quality Improvement at Health Quality Ontario presented to the Board on the work of Health Quality Ontario. Ms. Fairclough acknowledged the work of the Central East LHIN staff, Dr. Guppy and Dr. Borenstein for their excellent work across the Central East LHIN on embracing health quality. The presentation highlighted the main aim of Health Quality Ontario to support, encourage and enable others to provide patient centered care. This work is done through use of reporting and acting on data while connecting abilities through the Quality Improvement Program. Currently, Health Quality Ontario is evaluating many different ways in approaching care and the different levers for wide-scale change at a broader system level. Ms. Fairclough was thanked by the Board for the presentation and continued work on Quality improvement.

6.1 CAMPBELLFORD MEMORIAL HOSPITAL (CMH) EXTERNAL PEER REVIEW/CMH-NORTHUMBERLAND HILLS HOSPITAL (NHH) STRATEGIC PARTNERSHIP EXPLORATION UPDATE

Mr. Stewart Sutley provided the Board with an update on the work to date of the partnership exploration between Campbellford Memorial Hospital and Northumberland Hills Hospital. Meetings have taken place on the Request for Proposals and a contract

will be signed by September 28, 2018. The review is proposed to be completed by December 2018.

6.2 2018/19 ANNUAL BUSINESS PLAN IMPLEMENTATION UPDATE

Mr. Stewart Sutley presented the Board with a high-level overview of the initiatives to date for the Central East LHIN and a status report of work completed. A future update will be provided depicting that some initiatives have not been acted on due to the Ministry restrictions on hiring. It was noted that health equity/diversity initiative has not yet commenced and the Board would like to see work on this initiative commence if possible.

6.2.1 IT AVAILABILITY REPORTS – JULY 2018 AND AUGUST 2018

Board member Glenn Rogers, noted recent outages that had an effect on staff would like to action a request of Health Shared Service Ontario to investigate the cause is and what is being done to address it. The Interim CEO will be raising these issues with Health Shared Services Ontario and will report back to the Board.

6.3 CEO HIGHLIGHTS

Dr. Barry Guppy, Interim Chief Executive Officer noted that this agenda item would be placed into closed session as it pertains to confidential information.

6.4 REPORT OF QUALITY COMMITTEE

Ms. Amorell Saunders N'Daw, Chair of the Quality Committee, presented the Board with a report of the Quality Committee that took place on September 20, 2018. The agenda included an update on the Accreditation process underway at the Central East LHIN. It was noted that there will be an upcoming accreditation survey in April/May 2019 and it has been branded Time to Shine. The Committee also received updates from the Central East LHIN Patient and Family Advisory Committee (PFAC) and the Regional Clinical Quality Committee. Of interest from the PFAC group is an upcoming project that will see the PFAC, the Central East LHIN, Scarborough and Rouge Hospital and HQO develop a Central East LHIN Guide to Partnering with Patients and Caregivers for LHIN staff, along with associated training module. Ms. Saunders N'Daw also highlighted that the Pan-LHIN Quality Chairs Committee will be hosting a webinar around Quality beginning in November to Board members.

MOTION: By Ms. Saunders N'Daw

Be it resolved that the Committee Chair's report of the September 20, 2018 Quality Committee meeting be received by the Central East LHIN Board of Directors.

SECONDED: By Ms. Aileen Ashman

MOTION CARRIED

6.5 REPORT OF AUDIT AND FINANCE COMMITTEE

Mr. Patrick Connolly, Chair of the Audit and Finance Committee presented a report of the last Committee meeting held on September 19th, 2018. It was highlighted that the Committee reviewed the LHIN Comparative Benchmarking Report and staff presented the LHIN Operations Financial Update with key financial highlights for the first four months of the 2018/19 fiscal year. The Committee was also provided with the Quarterly Capital Summary which highlighted capital projects to date. The Hospital Working Funds Toolkit, which included analysis of all hospitals on twelve indicators, was also presented to the Committee by staff. The Community Dementia Program 2018/19 Investments were reviewed by the Committee for their approval and recommendation to the Board. It was noted that the Ministry of Health and Long-Term Care has provided an increase in base funding for the Dementia Adult Day Program. This allocation of funding was then brought forward as a motion for the Board's consideration.

MOTION: By Mr. Connolly

Be it resolved that the Central East Local Health Integration Network Board of Directors approve the allocation of \$1,332,200 in one-time funding for community dementia services to the organizations identified in Table 1 of the Briefing note presented to the Board.

SECONDED: By Mr. Gopikrishna

ALL IN FAVOUR/OPPOSED/ABSTENTIONS

MOTION CARRIED

MOTION: By Mr. Connolly

Be it resolved that the Committee Chair's report of the September 19, 2018 Audit and Finance Committee meeting be received by the Central East LHIN Board of Directors.

SECONDED: By Ms. Ashman

ALL IN FAVOUR/OPPOSED/ABSTENTIONS

MOTION CARRIED

7.0 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, Barry Guppy, Stewart Sutley, Lisa Burden, Shelley Daborne, Karen O'Brien, Marco Aguila, Sheila Stirling, Sueanne Balgobin join the Board in the closed session.

SECONDED: By Mr. Nettleton

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 Mr. Connolly

Be it resolved that the Chair's report of the September 26, 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 September 26, 2018 Central East LHIN Board meeting be terminated.

SECONDED: By Mr. Rogers

MOTION CARRIED

The meeting was terminated at 4:20 pm.

ORIGINAL SIGNED BY

Louis O'Brien
Chair, Central East LHIN

ORIGINAL SIGNED BY

Dr. Barry Guppy
Interim Chief Executive Officer,
Board Secretary