

**REGULAR MINUTES OF THE BOARD OF DIRECTORS' MEETING  
OF THE CENTRAL WEST LOCAL HEALTH INTEGRATION NETWORK**

**HELD WEDNESDAY, JANUARY 22, 2014**

**6:00 p.m. – 9:00 p.m.**

**Central West LHIN Office, 8 Nelson Street West, Suite 300, Brampton, Ontario**

**Board Members Present:**

Maria Britto (Chair), John McDermid, Gerry Merkley, Winston Isaac, Lorraine Gandolfo, Suzan Hall, Ken Topping, Pardeep Singh Nagra (via Teleconference)

**Staff Members Present:**

Scott McLeod (CEO), David Colgan, Brock Hovey, Michele Williams, Tom Miller, Lynn Baughan

**Guest:** Dr. Colin Preyra, Canadian Health Services Research Group

**1.0 Call to Order**

Maria Britto called the regular meeting to order at 6:10 p.m. There were no Observers in attendance.

**1.1 Approval of Agenda**

Board Members reviewed the Regular Agenda and no changes were requested.

**MOVED by John McDermid and SECONDED by Suzan Hall, that the Regular Agenda, as circulated, be approved.**

**CARRIED**

**1.2 Conflict of Interest**

Maria Britto reminded Board Members of the need to declare any Conflict of Interest with respect to items appearing on the Regular Agenda. No conflicts were declared.

**2.0 Consent Agenda**

**MOVED by Ken Topping and SECONDED by Winston Isaac, that the Consent Agenda, as circulated, be approved.**

**CARRIED**

### **3.0 Report of the Board Chair and Chief Executive Officer**

#### **3.1 Report of the Board Chair**

Maria Britto provided a verbal update on her activities over the past month and a brief discussion followed.

#### **3.2 Report of the Chief Executive Officer**

Scott McLeod provided an overview of his written report and a brief discussion followed. Highlights included:

- TelehomeCare - was delighted with the results to December 31, 2013 – exceeded our target and 2014 is the last year of one-time funding with a target of 1,000 patients by December 31, 2014. We will be coming back with a plan for sustainability.
- Driving Quality – very successful Accreditation Workshop for community-based providers. Over 60 HSPs participated to help them with the requirement to provide us their plan for becoming accredited by 2017.
- French Language Services Planning Day with the Entities, LHINs, and MOHLTC – was a productive session.
- Changes in the Ministry – With Saad Raffi’s departure, Helen Angus is now the Acting Deputy Minister of Health and is a great choice. Helen will continue with Health Links.
- With Catherine Brown’s departure to the OACCAC, Kathryn McCulloch has been appointed as Acting Assistant Deputy Minister of Health.
- Rotman Leadership Program – this program was very successful in the first two days with 45 participants and an amazing 18 physicians. Initial feedback has been incredibly positive.

### **4.0 Generative Dialogue**

#### **4.1 Community Capacity Study**

Dr. Colin Preyra from the Canadian Health Services Research Group was introduced and Dr. Preyra provided a high level overview of the current state of the community capacity planning currently underway for the Central West and Mississauga Halton LHINs and their health partners.

Board Members were advised of the various elements of the project including project goals, approach and planned stakeholder consultations. After Dr. Preyra’s presentation, Board

Members discussed the project and deliverables and expectations that this would help inform investment decisions.

After some discussion, Scott advised the Board that the intent of this session was to provide an update on the work to date, and reminded Board Members that the project is still in the early days with much work still to be done. He noted that he would bring back a further update at the April or May Board Meeting.

## **5.0 Strategy Dialogue**

### **5.1 2014-2015 Annual Business Plan Update**

David Colgan provided an overview of the process for this year's Annual Business Plan (ABP). He noted that the 2014-2015 ABP is meant to focus on the second year of the LHIN's Integrated Health Services Plan (IHSP) for 2013-2014 to 2016-2017 and is meant to operationalize the IHSP by providing overall goals and objectives of the LHIN for 2014-2015. The first draft of the ABP is to be submitted to the Ministry by February 28, 2014 and the Ministry will provide feedback to the Central West LHIN within six weeks of our submission of the report. In June, 2013 the Board will be asked to approve the final version of the ABP for submission to the Ministry.

## **6.0 Fiduciary Dialogue**

### **6.1 Verbal Update on Quality Committee Meeting held Mon., January 13, 2014**

John McDermid provided an update on discussions held at the recent Quality Committee meeting and noted there were no items to approve.

### **6.2 Verbal Update on Governance Committee Meeting held Tues., January 24, 2014**

Lorraine Gandolfo provided an update on discussions and recommendation made at the Governance Committee meeting held Tuesday, January 24, 2014. Of particular note is the fact that the Ministry is not endorsing the two recommended candidates for the Board position and therefore, the Nominations Committee will need to re-convene as soon as possible. She advised that the Committee had discussed the current situation wherein the two recommended candidates for the Central West LHIN Board position had not been endorsed by the Minister's office due to potential conflicts. Committee Members recommended that the Central West LHIN Board Chair write a letter to the Minister advising of our disappointment with the process, and noting that the LHIN has spent almost two years searching and

interviewing potential candidates. Board Members agreed to this approach, and requested that a draft copy be shared with them prior to the letter being sent.

**Action: Scott McLeod/Michele Williams**

Lorraine further advised that work on the February 28<sup>th</sup> Governance to Governance and Senior Forum is progressing well and an update will be provided at the February Board Meeting which will also outline specific roles for Board Members that evening.

### **6.3 Verbal Update on Finance & Audit committee Meeting held Mon., January 20, 2014**

Gerry provided a verbal update on discussions and recommendations made at the Finance & Audit Committee meeting held Monday, January 20, 2014, noting that the Committee had recommended approval of the 2013-2014 Third Quarter (Q3) Report, a copy of which was included in Board Members' packages.

Gerry noted that the Committee was extremely pleased with the changes that the staff have been able to incorporate to some of the templates, which have a significant improvement for Committee Members in reading and understanding the materials. Board Members agreed and asked Brock Hovey to pass along sincere thanks and congratulations to the staff involved with making the changes.

**MOVED by Gerry Merkley and SECONDED by Lorraine Gandolfo, that the Central West LHIN Board of Directors approve the 2013/2014 Third Quarter (Q3) Report, as circulated.**

**CARRIED**

### **6.4 2013-2014 Third Quarter (Q3) Risk Management Report**

Brock noted that the revised Terms of Reference for the Finance & Audit Committee now has the Risk Management Report going straight to the Board for approval as opposed to moving through the Finance Committee first. He noted that a supplemental document for each risk item has been completed to provide additional background to Board Members but that upon submission to the Ministry, the risk Report will still be required to be submitted in the old format.

### **6.5 Multi-Sector Service Accountability Agreement (M-SAA)**

Scott noted that he was seeking Board approval of the LHIN's use of the draft template Multi-Sector Service Accountability Agreement (M-SAA) for 2014-2017 and authorization from the

Board for the Board Chair and CEO to execute the M-SAAs on behalf of the Central West LHIN, provided that the execution version of the M-SAA is substantially the same as the draft template circulated to Board Members. He noted that a summary of the main changes to the 2014-2017 M-SAA were included, as well as a re-line version of the template agreement and a summary of the main changes to the agreement. Consultation with the HSPS regarding the M-SAAs will take place in February and March, and all M-SAAs are due to the LHIN by March 31, 2014.

**MOVED by Ken Topping and SECONDED by Gerry Merkley, that the Central West LHIN Board of Directors approve the Multi-Sector Service Accountability Agreement (M-SAA) Template for 2014-2017, and further, that the Board Chair and CEO be authorized to execute the M-SAAs on behalf of the Central West LHIN, provided that the execution version of the M-SAA is substantially the same as the draft template attached to the minutes of this meeting.**

**CARRIED**

#### **6.6 CEO Attestation for Third Quarter (Q3) of 2013-2014**

Scott provided an overview of his 2013-2014 Q3 CEO Attestation, noting the exception under Item 3 – ‘Completion and Accuracy of Reports required pursuant to Section 5 of the BPSAA’ with respect to the insurance breach of the 14 LHINs’ obligations under LHSIA and noted that this issue affecting the 14 LHINs has not yet been resolved

**MOVED by John McDermid and SECONDED by Suzan Hall, that the Central West LHIN Board of Directors approve the 2013-2014 Third Quarter (Q3) CEO Attestation and that the Board Chair be authorized to sign the document on behalf of the Board for submission to the Ministry.**

**CARRIED**

#### **7.0 In-Camera Session**

**MOVED by Suzan Hall and SECONDED by Winston Isaac, that, at 8:00 p.m., the Central West LHIN Board of Directors consider Matters of Public Interest in a Closed Session, as set out by the Local Health Integration Act, 2006, s.9(5)(a), and further, that Scott McLeod, Brock Hovey, David Colgan, and Michele Williams be invited to stay for this portion of the meeting.**

**CARRIED**

**MOVED by Ken Topping and SECONDED by John McDermid, that, at 9:30 p.m., the Central West LHIN Board of Directors’ meeting be moved Out-of-Camera and back into the Regular Session.**

**CARRIED**

**8.0 Adjournment of Board Meeting**

**MOVED by Suzan Hall and SECONDED by Winston Isaac, that there being no further business for discussion, that the Central West LHIN Board of Directors' meeting of Wednesday, January 22, 2014 be adjourned at 9:30p.m.**

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Maria Britto, Chair, Board of Directors

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Scott McLeod, Board Secretary