

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

**HELD WEDNESDAY, JANUARY 28, 2015 AT 5:00 P.M.  
Central West LHIN Office, 8 Nelson Street West, Suite 300  
Brampton, Ontario**

**Board Members Present:**

Maria Britto (Board Chair), John McDermid (Vice Chair), Lorraine Gandolfo (Member), Ken Topping (Member), Suzan Hall (Member), Pardeep Singh Nagra (Member)

**Staff Members Present:**

Scott McLeod (CEO), Brock Hovey, Michele Williams, Mark Edmonds, Tom Miller

**Guests:**

Ann Ford, Joint V.P., Facilities & Redevelopment, William Osler Health System

**Regrets:**

Gerry Merkley (Member), David Colgan (Senior Director, Health System Integration)

Prior to the meeting being called to order, Scott McLeod introduced a short video entitled 'Betty's Story', which aligns with the Home and Community Care Reform theme for this meeting and is a true story related to and produced by the Central West CCAC.

**1.0 Call to Order**

Maria Britto, Board Chair, called the regular meeting to order at 5:00 p.m.

**1.1 Approval of Regular Agenda**

There was some minor reordering of items in order to accommodate presentations by guest speakers and staff. One additional item was added to the Regular Agenda - 'Item # 6.5 – 'H-SAA Template', and will be presented as information only.

Scott McLeod advised that Joe McReynolds, who was scheduled to report on 'Item # 4 – Home and Community Care', was unable to attend the meeting as the Donner Panel had been

scheduled to present their report to the Minister earlier in the afternoon. As a result, Scott will lead the Generative discussion.

Maria Britto advised that Gerry Merkley had sent her regrets for this meeting and that Ken Topping would provide the verbal report from the Finance & Audit Committee meeting held Monday, January 26, 2015.

**MOVED by John McDermid and SECONDED by Lorraine Gandolfo, that the Regular Agenda, as amended, be approved.**

**CARRIED**

### **1.2 Conflict of Interest**

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

### **2.0 Consent Agenda**

Scott McLeod advised that all action items as noted in the Board Minutes of Wednesday, December 17, 2014 are either underway or completed. There was a request that Item # 2.5 'Historical Funding for Health Service Providers' be pulled from the Consent Agenda for further discussion.

**MOVED by Lorraine Gandolfo and SECONDED by Suzan Hall, that the Consent Agenda, as amended, be approved.**

**CARRIED**

Board Members had an opportunity to ask questions regarding Item # 2.5 'Historical Funding for Health Service Providers' and Scott advised that the 5-year comparative of Base and One-Time Funding increases to Health Service provided exceeded \$118 million.

After some discussion, there was a request for staff to investigate the transfer of funding related to Reconnect Mental Health Services to ensure that Central West residents continue to receive the level of service that was expected in the original agreement.

**Action: Scott McLeod/David Colgan**

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

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

Maria Britto provided an overview of her attendance at LHIN meetings and events over the past few weeks and highlighted the following:

### **LHIN-wide Collaborative Governance Education Event**

A copy of this document, which is a summary of the discussions held at the LHIN-wide Collaborative Education event on November 27, which the Central West LHIN Board was unable to attend due to the conflict with the Joint Board Retreat, was handed out to Board Members for information.

### **LHIN Leadership Council Meeting**

Maria provided a brief update on discussions held at the recent LHIN Leadership Council meeting as well as updates on the various work of the LHIN Leadership Work Groups.

### **New Board Member Appointments**

The LHIN has been advised that it should receive some word from the Public Appointments Secretariat by the end of February or early March, 2015 regarding the appointment of two new Board Members.

### **Board Committee Structure and Membership**

A survey has been distributed to all Board Members to solicit feedback with respect to their interest in continuing to serve on a particular committee or requesting reassignment to another committee, as well as their interest in serving as a Committee Chair. These surveys are to be returned by February 12<sup>th</sup> and individual meetings with all Board Members and the Board Chair will be scheduled over the next couple of months.

### **Meetings with Health Service Providers**

Maria and Scott will continue meeting with the Chairs and CEOs of Central West LHIN health service provider organizations over the next few months.

### **Governance Training for new Board Appointees**

Information has been received and a Fact Sheet circulated, informing that all new Board-appointed members (appointed after July 2014) will be required to attend a LHIN-wide governance training session.

### **Empire Club – Luncheon with Minister Hoskins**

Minister Hoskins is scheduled to speak at the Empire Club Luncheon on February 2, 2015 to announce the updated Action Plan. We are working to secure tickets for this event.

### **Auditor General Review of LHINs**

The Auditor General will be auditing LHIN governance from a 'systems perspective' and two or three LHINs will be identified for this audit.

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

Scott provided a brief overview of his monthly report and noted that Yvonne Sinniah, Director of Health System Integration, is the profiled staff member this month. He then provided further brief updates on other items as follows:

#### **Accreditation**

Some of the smaller based agencies have been asking for assistance to complete the local requirement that agencies be accredited by 2017. LHIN staff has been working with these organizations to fund and make available a local team to assist these organizations over 2015/2016.

#### **Deputy Minister Visit**

The Deputy Minister is set to visit the Central West LHIN February 5<sup>th</sup> and 6<sup>th</sup> and planning is currently underway for this visit. Further information will be circulated once details are finalized.

#### **Influenza Season and Increased Activity**

The response from health service providers during the Influenza season was incredible and advanced planning led to providers being able to cope, despite significant increases in volumes and a more virulent flu strain. It was noted that many staff at the two hospital organizations and the Central West CCAC went above and beyond the call of duty to ensure system flow. It was agreed that something should be done to recognize the efforts of the local providers.

#### **Health Service Provider Profile**

The CCAC is the featured health service provider this month.

#### **Health Links**

There continues to be concern that the Health Links initiative is not moving fast enough to enroll patients to the level expected. Scott was asked to prepare a comprehensive briefing note for the February Board Meeting (ahead of the scheduled discussion that will take place at the March Board Meeting) to prep Board Members and address some of the barriers.

**Action: Scott McLeod**

### **4.0 Board Education/Generative Dialogue**

#### **Home & Community Care Reform**

Joe McReynolds was originally invited to attend the session. Unfortunately he was unable to attend the meeting as the Donner Panel was presenting their report to the Minister. Scott provided an overview of the Home and Community Care Reform and the Generative discussion focused on what might or might not be in the Donner report.

## 5.0 Strategy Dialogue

### 5.1 William Osler Health System Redevelopment Updates

Scott McLeod introduced Ann Ford, Joint Vice President of Facilities & Redevelopment for William Osler Health System, Central West CCAC and Headwaters Health Care Centre.

Ann provided a very informative presentation on the redevelopment of both Peel Memorial and Etobicoke General Hospital and some of the key milestones associated with each redevelopment project. A brief discussion followed as well as an opportunity for Board Members to ask questions.

### 5.2 Joint Board Retreat Follow-Up – ‘The Pledge’

Scott McLeod provided Board Members with an update on the outcome of the Joint Retreat Pledge Initiative and noted he was seeking Board approval of the Pledge focus and approach, which is to coordinate care for the most vulnerable and under-serviced, beginning with Palliative Care.

He noted that the Pledge document is being brought forward to each of the four Boards for endorsement and he provided an update on next steps, including engaging the Central West Palliative Care Network and presenting this topic at the next Central West LHIN Governance to Governance & Senior Leadership Forum.

**MOVED by Lorraine Gandolfo and SECONDED BY Ken Topping that the Central West LHIN Board of Directors approves the Palliative Care Pledge as the first regional health care improvement initiative stemming from the 2014 Joint Board Retreat.**

**CARRIED**

### 5.3 2014-2015 Annual Business Plan

Scott McLeod briefly reviewed the 2014-2015 draft Annual Business Plan (ABP), noting that the ABP is aligned with the Integrated Health Service Plan (IHSP) as well as the emerging priorities as identified in the Minister’s Mandate Letters.

Board Members were asked to submit their feedback to David Colgan, Senior Director, Health Integration, by February 12, 2015 so that all changes can be incorporated. A revised draft will be brought forward at the February 25, 2015 Board Meeting for approval, prior to submission to the Ministry by February 28, 2015.

#### **5.4 Headwaters Health Care Centre – Stage 2: Functional Program**

Scott McLeod noted that he requires Board approval of the Headwaters Health Care Centre – Stage 2, Functional Program, which involves approximately 10,000 square feet of expansion and incorporates expansion and consolidation of ambulatory care services and the ability to free up space to reallocate surgical services. The redevelopment includes two components (Phase A and Phase B). The total cost for Phase A, which Headwaters will pick up, is presented at \$3,903,000. The total project cost for Phase B is presented at \$9,766,000 which will be shared between Headwaters (\$1,597,000) and the Ministry (\$8,169.00). Scott advised that Headwaters has provided an updated cost share agreement to the Ministry indicating its commitment to meet its funding obligation. After a brief discussion, the following motion resulted:

**MOVED by John McDermid and SECONDED by Ken Topping, that the Central West LHIN Board of Directors endorses the Stage 2, Functional Program submission for the Redevelopment Project for Headwaters Health Care Centre and communicate this endorsement to the Ministry of Health and Long-Term Care as a requirement of the Ministry-LHIN Joint Review Framework for Capital Planning.**

**CARRIED**

#### **6.0 Fiduciary Dialogue**

##### **6.1 Verbal Update from Governance Committee Meeting of January 15, 2015**

Lorraine provided an update on discussions that took place at the Governance Committee meeting of January 15, 2015. She noted that the Request For Services has been issued for the development of the next Integrated Health Service Plan (IHSP-4) and that Ken Topping has agreed to participate in the review of proposals with staff, and will report back to the Committee.

##### **6.2 Update on Finance & Audit Committee Meeting of January 26, 2015**

Ken Topping provided Board Members with an update on discussions held at the Finance & Audit Committee meeting of Monday, January 26, 2015 and noted that he was seeking approval of the 2014-2015 Third Quarter (Q3) Report. A brief discussion followed.

**MOVED by Ken Topping and SECONDED by John McDermid that the Central West LHIN Board of Directors approves the 2014-2015 Third Quarter (Q3) Report, as presented.**

**CARRIED**

### 6.3 CEO Attestation

Scott McLeod presented his signed CEO Attestation for the Third Quarter (Q3) of 2014-2015 (covering the period October 1, 2014 to December 31, 2014).

**MOVED by John McDermid and SECONDED by Pardeep Singh Nagra, that the Central West LHIN Board approves the CEO Attestation, as presented, for the Third Quarter (Q3) of 2014-2015 (covering the period October 1, 2014 to December 31, 2014), and further, that the Board Chair be authorized to sign the CEO Attestation for submission to the Ministry, as per Ministry-LHIN reporting requirements.**

**CARRIED**

### 6.4 MLPA Negotiating Team

Scott McLeod reviewed the Briefing Note and advised that the LHIN Leadership Council has established a Negotiating Team to work on behalf all LHINS to negotiate with the Ministry on the next Ministry-LHIN Performance Agreement (MLPA).

**MOVED by Suzan Hall and SECONDED by Lorraine Gandolfo, that the Central West LHIN Board of Directors endorses the Ministry-LHIN Performance Agreement (MLPA) Negotiating Team on behalf of the Central West LHIN.**

**CARRIED**

### 6.5 Hospital Sector Accountability Agreement (H-SAA)

Brock Hovey provided an overview of the briefing note and noted that this information is meant to advise LHINs across the province of the following:

- To bridge the current H-SAA and the new H-SAA, it is recommended that the LHINs issue an amending agreement that extends the current H-SAA until the new H-SAA has been finalized. This agreement has not yet been received, but it is expected to be a one-year extension of the current agreement.
- To comply with the 60-day notice requirement under the Commitment to the *Future of Medicine Act*, it is recommended that the LHINs issue 60-day notice letters immediately to the province's hospitals (*template letter is attached to briefing note*)
- To continue to advance the LHIN-OHA negotiations, the LHIN CEO H-SAA Leads will instruct LHIN Legal Services Branch to engage OHA's legal representatives with the goal of establishing areas of agreement and identify issues that will require broader consultation with OHA membership.

## 7.0 In-Camera Session

**MOVED** by Pardeep Singh Nagra and **SECONDED** by Suzan Hall, that at 8:30 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 and Michele Williams be invited to stay for this portion of the meeting.

**CARRIED**

**MOVED** by Pardeep Singh Nagra and **SECONDED** by Suzan Hall, that at 9:15 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 Meeting

**MOVED** by Lorraine Gandolfo and **SECONDED** by Ken Topping, that there being no further business for discussion, that the Central West LHIN Board of Directors' meeting of Wednesday, January 28, 2015 be adjourned at 9:15 p.m.

**CARRIED**

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Maria Britto, Board Chair

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Scott McLeod, Board Secretary