

Central West **LHIN** | **RLISS** du Centre-Ouest

MINUTES OF A SPECIAL MEETING OF THE CENTRAL WEST LHIN BOARD OF DIRECTORS

TUESDAY, JULY 18, 2017

Commencing at 5:00 p.m.

Central West LHIN Head Office

199 County Court Boulevard – ‘Brampton/Caledon Room’

Brampton, Ontario

Board Members Present:	<p>In-Person: Carmine Domanico (Board Chair), Jeff Payne (Member), Adrian Bitá (Member), Peter Harris (Member)</p> <p>Via Teleconference: Neil Davis (Member), Moyra Vande Vooren (Member), Ashish Kemkar (Member), Hugh O’Brodivich (Member), Anita Gittens (Member)</p>
LHIN Staff Present:	<p>Scott McLeod (CEO), Kim Delahunt (V.P.), Kimberley Floyd (V.P.), Michael Buchert (Director, Funding), Jody Boxall (Director, Finance), Michele Williams (Board & CEO Liaison)</p>
Guests:	<p>Tim Sothern, Partner, BDO</p>

1.0 CALL TO ORDER

Carmine Domanico, Board Chair, called the Board Meeting to order at 5:00 p.m.

1.1 Approval of Agenda

No additional items were added to the Agenda, as circulated.

MOVED by Jeff Payne and SECONDED by Adrian Bitá, that the Agenda for the Special Meeting of the Central West LHIN Board of Directors of Tuesday, July 18, 2017 be approved, as circulated.

CARRIED

1.2 Conflict of Interest

Carmine Domanico asked if there were any Declarations of Conflict of Interest with respect to the two Agenda items. No conflicts were declared.

2.0 FIDUCIARY DIALOGUE

2.1 - CCAC Stub Audit

Carmine Domanico welcomed Tim Sothern to the meeting to provide an overview of the Central West CCAC Stub Audit and Audited Financial Statements for the period ending May 30, 2017.

Tim advised that BDO Canada LLP (BDO) was appointed by the Central West LHIN Board of Directors to undertake the Stub Audit of the Central West CCAC for the period of April 1, 2017 to May 30, 2017 (the Central West LHIN transition date to the new LHIN was May 31 2017). He advised that the audit is now complete and requires the Central West LHIN Board's approval of the draft audited financial statements and Audit Report. He noted that the MOHLTC did not require the CCAC to 'balance' prior to the transfer to the LHIN, as all reconciliations will be undertake as of March 31, 2018. The financial results for the stub period is a deficit of \$1,109,980 which will be carried forward into the LHIN operations and addressed in the remaining 10 months of the fiscal year.

The deficit is a result of:

- (1) The timing of the cash flows to the CCAC which were less than budget by \$250,000 for the stub period and this will correct itself in June, and
- (2) Higher volumes in the contracted services as a result of the personal support worker (PSW) waitlist reductions that occurred in February and March in response to new vase funding of \$1.0 million. Higher than budgeted volumes will be addressed through the \$8.2 million increase in Home and Community Care funding for 2017/2018 which began flowing to the LHIN on the first payment in July, 2017.

Tim noted that it had been a very clean audit, with no issues being identified and when asked by Board Members if he required some time alone for an 'In-Camera' discussion with the Board only, Tim responded that there was no need as he had nothing else to report.

Considerable discussion followed after a thorough review of the various aspects of the Stub Audit Report and Audited Financial Statements. Some of the dates were noted as being incorrect throughout some of the materials and Tim advised that these corrections would be made and a revised copy would be forwarded to the LHIN as soon as possible.

MOVED by Adrian Bita and SECONDED by Peter Harris, that the Central West LHIN Board of Directors approves the Audited Financial Statements of the Central West CCAC for the period April 1, 2017 to May 30, 2017 and accepts the BDO Audit Report as presented by BDO Canada LLP, as amended.

CARRIED

On behalf of the Board of Directors, Carmine Domanico thanked Tim for coming to the meeting to present his findings and extended his sincere thanks to Tim and the BDO team for their great working relationship with the CCACs over the past eight years.

2.2 - CEO Quarterly Attestation for 2017/2018 – 1st Quarter Ending June 30, 2017

Scott McLeod provided an overview of his Quarterly Attestation for 2017/2018 – 1st Quarter, ending June 30, 2017, advising that the Attestation is required to be submitted to the Ministry of Health and Long-Term Care by the end of July, 2017 and should have been brought forward at the June Board Meeting for approval. He highlighted the one 'exception' related to HIROC which is still in effect and is a pan-LHIN issue which is being addressed. A brief discussion followed.

MOVED by Neil Davis and SECONDED by Hugh O'Brodvich, that the Central West LHIN Board of Directors approves the CEO Quarterly Attestation for 2017/2017 – 1st Quarter ending June 30, 2017 as circulated.

CARRIED

3.0 ADJOURNMENT OF MEETING

MOVED by Jeff Payne and SECONDED by Peter Harris, that there being no further business for discussion, that the Special Meeting of the Central West LHIN Board of Directors of Tuesday, July 18, 2017 be adjourned at 6:00 p.m.

CARRIED

Carmine Domanico, Board Chair

Scott McLeod, CEO