

**Erie St. Clair Local Health Integration Network  
(ESC LHIN)**

**Open Board Meeting  
Minutes  
Tuesday, February 25<sup>th</sup>, 2014**

**ESC LHIN Lake Erie Boardroom  
180 Riverview Drive, Chatham, ON**

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**Present:**

Martin Girash, Board Chair  
Michael Hoare, Board Vice Chair  
Barb Bjarneson, Board Director  
Robert Bailey, Board Director  
Joseph Bisnaire, Board Director

**Staff:**

Ralph Ganter, Senior Director (HSD&I)  
and Acting CEO  
Pete Crvenkovski, Director (PQ&KM)  
Matthew Little, CFO

**Regrets:**

Gary Switzer, CEO  
Shannon Sasseville, Director (C&PA)

**Absent:**

Mike Lowther, Board Director

**Recorder:**

Ruth Augi, Corporate Coordinator

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**1. Call to Order / Welcome**

The Open Board Meeting of the Erie St. Clair LHIN was called to order at 1:03 pm by Martin Girash, Board Chair.

**2. Adjournment to In Camera Session**

At 1:04 pm the ESC LHIN Board moved into an In Camera Session pursuant to LHIN Bylaws and section s.9(5) of the Local Health Systems Integration Act 2006 to discuss confidential matters re:

- o Personal or public interest

**MOTION: *Moved by Joseph Bisnaire and seconded by Robert Bailey that the Board move to an In Camera Session of the Open Board Meeting.***

**Motion Passed**

**3. Call to Order – Meeting Reconvened**

At 2:04 pm the Open Board Meeting of the Erie St. Clair LHIN of February 25<sup>th</sup>, 2014 was reconvened.

**MOTION: *Moved by Joseph Bisnaire and seconded by Michael Hoare that the Open Board Meeting of February 25<sup>th</sup>, 2014 be reconvened.***

**In Camera Session Report**

The ESC LHIN Board reported that the following confidential matters were discussed during

the In Camera Session:

- Personal or public interest

It was noted there were 5 members of the public in attendance and the meeting was being webcast.

#### 4. Approval of Agenda

The agenda (*on file*) of the Open Board Meeting dated February 25<sup>th</sup>, 2014 was reviewed by the Board and amended to move Item #7.1 from the Consent segment of the agenda to New Business Item #12.2.

**MOTION: Moved by Barb Bjarneson and seconded by Michael Hoare that the amended agenda of the Open Board Meeting dated February 25<sup>th</sup>, 2014 be approved.**

**Motion Passed**

#### 5. Declaration of Conflict of Interest

None declared.

#### 6. Open Mic

None registered.

#### 7. Approval of the Consent Agenda

The ESC LHIN Board reviewed and accepted or approved as presented, by a single Consent Motion, the following items (*all on file*):

- #7.2 Board Chair Report
- #7.3 Health Service Provider Financial Review
- #7.4 CEO Performance Evaluation & Compensation Committee
  - Approved Committee Minutes of January 8<sup>th</sup>, 2014
- #7.5 Governance & Nominating Committee
  - Approved Committee Minutes of November 13<sup>th</sup>, 2013
  - Approved Committee Minutes of January 14<sup>th</sup>, 2014

**MOTION: Moved by Joseph Bisnaire and seconded by Barb Bjarneson that the ESC LHIN Board approve the Consent segment of the Agenda of February 25<sup>th</sup>, 2014 as amended.**

**Motion Passed**

#### 8. Reports

##### 8.1. Chief Executive Officer

Ralph Ganter, Senior Director, Health System Design & Implementation and "Acting" CEO, spoke to the written CEO Report (*on file*), which had been distributed to the Board prior to the Board Meeting, highlighting the updates re: Health Links and French Language Health Planning Entity (FLHPE) developments. Ralph also thanked the staff and acknowledged

the recently completed LHIN office facilities expansion and advised the Board of the newly hired Business Support Manager, Brady Birkin.

**MOTION: Moved by Robert Bailey and seconded by Barb Bjarneson that the ESC LHIN Board receives the CEO Report as presented.**

**Motion Passed**

## **9. Committee/Council Recommendations**

### **9.1. CEO Performance Evaluation & Compensation Committee**

Michael Hoare, CEO Performance Evaluation & Compensation Committee Chair spoke to the recommendation of the CEO Performance Evaluation & Compensation Committee Meeting of February 21<sup>st</sup>, 2014 (*on file*) which was distributed to the Board prior to the Board Meeting.

**MOTION: Moved by Michael Hoare and seconded by Barb Bjarneson that the ESC LHIN Board approves as recommended by the CEO Performance Evaluation & Compensation Committee:**

**Recommendation #1** (*Meeting of February 21<sup>st</sup>, 2014*)

**The CEO Performance Evaluation & Compensation Committee recommends that the ESC LHIN Board approves the temporarily revised CEO Performance Evaluation & Compensation Committee Terms of Reference as reviewed by the Committee on February 21<sup>st</sup>, 2014.**

**Motion Passed**

### **9.2. Governance & Nominating Committee**

Robert Bailey, Governance & Nominating Committee Chair spoke to the recommendations of the Governance & Nominating Committee Meeting of February 18<sup>th</sup>, 2014 (*on file*) which were distributed to the Board prior to the Board Meeting.

**MOTION: Moved by Robert Bailey and seconded by Barb Bjarneson that the ESC LHIN Board approves as recommended by the Governance & Nominating Committee:**

**Recommendation #1** (*Meeting of February 18<sup>th</sup>, 2014*)

**The Governance & Nominating Committee recommends that the ESC LHIN Board approves the ESC LHIN Governance & Nominating Committee 2014 / 2015 Work-Plan as reviewed by Committee on February 18<sup>th</sup>, 2014.**

**Recommendation #2** (*Meeting of February 18<sup>th</sup>, 2014*)

**The Governance & Nominating Committee recommends that the ESC LHIN Board approves:**

- i. Section III of the ESC LHIN Board Policy Manual as reviewed by the Committee on February 18<sup>th</sup>, 2014.**
- ii. The identification and implementation of gender neutral language in all ESC LHIN Board Policies.**

**Motion Passed**

**10. Strategic Discussion**

**10.1. Bold, Focused Leadership – Back Office Collaborative**

Matthew Little, CFO spoke to a PowerPoint presentation (*on file*) which was distributed to the Board prior to the Board Meeting, providing background leading from the ESC LHIN / Health Service Providers Leadership Councils joint meeting on November 25<sup>th</sup>, 2013 through to the current status; early indicators; feedback and concerns; next steps and Board involvement.

**11. Funding**

**11.1. Transform Shared Services Organization (TSSO)**

**11.1.1 Community Analytics (ESC CCAC)**

Ralph Ganter, Senior Director, Health System Design & Implementation and “Acting” CEO spoke to a Request for Funds document (*on file*) which was distributed to the Board prior to the Board Meeting.

**MOTION: Moved by Joseph Bisnaire and seconded by Michael Hoare that the Erie St. Clair LHIN Board approves the following allocation to the Erie St. Clair Community Care Access Centre (ESC LHIN CCAC) to assist with the expenditures of Transform Shared Services Organization for this Erie St. Clair LHIN-wide initiative:**

Project	2013/2014 One-Time	2014/2015 Base Funding
Community Analytics	\$400,000	\$600,000

**Motion Passed**

**11.1.2 Innovation Centre (ESC CCAC)**

Ralph Ganter, Senior Director, Health System Design & Implementation and “Acting” CEO spoke to a Request for Funds document (*on file*) which was distributed to the Board prior to the Board Meeting. Matthew Little, CFO refreshed the Board re: the establishment of TSSO and the consolidation of CHIS with the five (5) ESC LHIN hospitals and PROcure.

**MOTION: Moved by Joseph Bisnaire and seconded by Robert Bailey that the Erie St. Clair LHIN Board approves the following allocation to the Erie St. Clair Community Care Access Centre (ESC LHIN CCAC) to assist with the expenditures of Transform Shared Services Organization for this Erie St. Clair LHIN-wide initiative:**

Project	2013/2014 One-Time	2014/2015 Base Funding
Innovation Centre	\$178,800	\$291,050

**Motion Passed**

**11.2. Residual Aging at Home Allocations**

**Chronic Ventilator Care Funding (Hôtel-Dieu Grace Healthcare)**

Ralph Ganter, Senior Director, Health System Design & Implementation and “Acting” CEO spoke to a Request for Funds document (*on file*) which was distributed to the Board prior to the Board Meeting.

**MOTION: Moved by Barb Bjarneson and seconded by Robert Bailey that the Erie St. Clair LHIN Board approves the one-time expenditure of \$576,869 to service chronic ventilator patients in Windsor-Essex.**

**Motion Passed**

**11.3. Hôtel-Dieu Grace Healthcare and Windsor Regional Hospital  
SAAs Transition – Transfer of Funds**

Pete Crvenkovski, Director, Performance Quality & Knowledge Management spoke to a Briefing Note (*on file*) which was distributed to the Board prior to the Board Meeting.

**MOTION: Moved by Michael Hoare and seconded by Barb Bjarneson that the Erie St. Clair LHIN Board delegates the authority of signing the updated 2013/2014 Windsor Regional Hospital and Hôtel-Dieu Grace Healthcare Hospital Service Accountability Agreements (H-SAAs), once complete, to the Erie St. Clair LHIN Board Chair and the Erie St. Clair LHIN Chief Executive Officer.**

**Motion Passed**

**12. New Business**

**12.1. ESC LHIN Annual Business Plan  
Draft Approval**

Ralph Ganter, Senior Director, Health System Design & Implementation and “Acting” CEO spoke to the *Current Process Overview* slide (*on file*) which was displayed at the Board Meeting and the draft ESC LHIN Annual Business Plan 2014/2015 document (*on file*) which was distributed to the Board prior to the Board Meeting. Martin Girash, Board Chair provided the Board with background regarding the timeline process leading to the final submission of the Annual Business Plan by June 30<sup>th</sup>, 2014. The Board requested information on where community feedback had influenced the Annual Business Plan.

**MOTION: Moved by Robert Bailey and seconded by Michael Hoare that the Erie St. Clair LHIN Board endorses the draft 2014/2015 Annual Business Plan for Submission to the Ministry of Health and Long-Term Care.**

**Motion Passed**

**12.2. Open Board Meeting Minutes – January 28<sup>th</sup>, 2014  
(Item #7.1 moved from Consent segment)**

On page 5 of the Minutes, Item #11.2 Requests for Funding - New Community Funding Allocation – Fiscal Year 2013/2014 motion was amended to include the title of the funded initiative and to read as:

**MOTION: Moved by Barb Bjarneson and seconded by Joseph Bisnaire that the Erie St. Clair LHIN Board approves the amended Motion as follows:**

*MOTION: Moved by Barb Bjarneson and seconded by Joseph Bisnaire that the Erie St. Clair Board approves, from urgent priority funding, the one-time funding of \$300,000 for fiscal year 2013/14 \* for Windsor Regional Hospital Stabilization LEAN Consultation, to improve the quality and efficiency of acute patient care.*

**Motion Passed**

**13. Action Items – Review Status & Update New Items**

Ruth Augi, Corporate Coordinator reviewed the status of recorded Action Items.

**14. Board Business**

14.1 Martin Girash, Board Chair, acknowledged a Thank You card received from retired ESC LHIN Board Director Lynn McGeachy Schultz.

**15. Next Meeting**

The next ESC LHIN Open Board Meeting is scheduled for Tuesday, March 25<sup>th</sup>, 2014 in the Lake Erie Boardroom of the ESC LHIN office, located at 180 Riverview Drive, in Chatham, ON

**16. Adjournment**

**MOTION: Moved by Joseph Bisnaire and seconded by Michael Hoare to adjourn the ESC LHIN Open Board Meeting @ 3:36 pm.**

**Motion Passed**

APPROVED: \_\_\_\_\_

*Martin Girash*  
Martin Girash  
Board Chair, Erie St. Clair LHIN

DATE: \_\_\_\_\_

*March 25.14*