

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

**Open Board Meeting  
Minutes  
Tuesday, October 27, 2015**

**Grand Bend Area Community Health Centre (GBA CHC)  
69 Main Street East,  
Grand Bend, 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  
Lindsay Boyd, Board Director

**Staff:**

Gary Switzer, CEO  
Ralph Ganter, Senior Director (HSD&I)  
Pete Crvenkovski, Director (PQ&KM)  
Shannon Sasseville, Director (C&PA)

**Recorder:**

Ruth Augi, Corporate Coordinator

**Regrets:**

Mike Lowther, Board Director

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**1. Call to Order / Welcome**

The off-site Open Board Meeting of the Erie St. Clair LHIN was called to order at 4:00 pm by Martin Girash, Board Chair. There were sixteen (16) people in the audience and eight (8) people on the webcast.

**2. Adjournment to In Camera Session**

At 4:01 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:

- Personal or public interest
- Matters prescribed by regulations

**MOTION: *Moved by Robert Bailey and seconded by Lindsay Boyd that the ESC LHIN Board move to an In Camera Session of the Open Board Meeting.***

**Motion Passed**

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2.

**3. Reconvene Open Board Meeting**

At 5:12 pm the Open Board Meeting of the Erie St. Clair LHIN of October 27, 2015 was reconvened.

**MOTION: *Moved by Barb Bjarneson and seconded by Robert Bailey that the ESC LHIN Open Board Meeting of October 27, 2015 be reconvened.***

**Motion Passed**

**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
- Matter prescribed by regulation

Board Chair, Martin Girash thanked the Grand Bend Area Community Health Centre (GBA CHC) for their kind invitation to hold the October ESC LHIN Board Meetings at the GBA CHC) and spoke of the gracious invitation; tour; traditional lunch and health service team presentation by the Kettle and Stony Point First Nation (K&SPFN), noting the importance of first-hand opportunities for the LHIN Board to learn about the significant work of the health service providers (HSPs) in our region.

**4. Approval of Agenda**

The agenda (*on file*) of the Open Board Meeting dated October 27, 2015 was approved by the Board with the following amendments:

- Item #8.3.1 (*move from Consent to Open*)
  - Governance & Nominating Committee – Recommendations October 6, 2015

**MOTION: *Moved by Barb Bjarneson and seconded by Michael Hoare that the amended agenda of the Open Board Meeting dated October 27, 2015 be approved.***

**Motion Passed**

- Item #11.4 – (*add*)
  - Pan-LHIN Board Evaluation Process Update (Michael Hoare)

**MOTION: *Moved by Barb Bjarneson and seconded by Lindsay Boyd that the additional amendment to the agenda of the Open Board Meeting dated October 27, 2015 be approved.***

**Motion Passed**

**5. Declaration of Conflict of Interest**

None declared.

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**6. Open Mic / Patient Experience**

**6.1 Open Mic**

None.

**6.2 Patient Experience**

Chatham-Kent resident, Mike Cowtan shared his personal health care story, highlighting his situation and care, expressing his thanks to the Wallaceburg Chatham-Kent Community Health Centre.

**7. Presentations**

**7.1. Grand Bend Area Community Health Centre (GBA CHC)  
Capital Expansion**

Board Chair, Martin Girash introduced Cate Melito, GBA CHC Executive Director who expressed thanks to the ESC LHIN for their interest and support of the GBA CHC Pre-Capital submission tabled at the September 22, 2015 ESC LHIN Open Board Meeting. Ms. Melito spoke to a PowerPoint presentation (*on file*) displayed at the meeting, highlighting among other things their important partnerships with thirty-five (35) agencies and organizations. Hard copies of the GBA CHC “Service Directory 2015-16” and the GBA CHC “Strategic Plan 2020” were distributed to the Board following the meeting. LHIN Board Chair, Martin Girash thanked Ms. Melito for her presentation and again for the invitation to the LHIN Board.

**8. Approval of the Consent Agenda**

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

- #8.1 Minutes:
  - ESC LHIN Open Board Meeting Minutes of September 22<sup>nd</sup>, 2015
- #8.2 Receipt of Committee Minutes
  - #8.2.1 Governance & Nominating Committee
    - Approved Committee Minutes of July 13<sup>th</sup>, 2015
- #8.4 Broader Public Sector Accountability Act 2010
  - #8.4.1 Q2 2015/2016 Attestation (July 1, 2015 / September 30, 2015)

**MOTION: Moved by Robert Bailey and seconded by Joseph Bisnaire that the ESC LHIN Board approve the amended Consent segment of the Agenda of October 27, 2015 as presented.**

**Motion Passed**

- #8.3.1 Governance & Nominating Committee
  - Recommendation - Council Meeting of October 6<sup>th</sup>, 2015

Michael Hoare, Board Vice-Chair spoke to the ESC LHIN Board / Governance December 8, 2015 Retreat planning document (*on file*) which was distributed to the Board prior to the Board Meeting.

Barb Bjarneson, Board Member and Governance & Nominating (G&N) Committee Chair spoke to the G&N Committee's plans for future Governance Advisory Council (GAC) meetings.

**MOTION: *Moved by Barb Bjarneson and seconded by Lindsay Boyd that the ESC LHIN Board approve the recommendations as presented by the Governance & Nominating Committee.***

**Motion Passed**

## 9. Reports

### 9.1. Board Chair

Martin Girash, Board Chair spoke to a written report (*on file*) which was distributed to the Board prior to the Board Meeting, highlighting the work of the Community Health Centres (CHCs) and the importance of not losing sight of the unique needs of the population they serve when discussing collaboration or integration, noting the CHC mandate to reach the vulnerable and unreachable.

Michael Hoare, Board Vice-Chair, updated the Board on the Local Health Integration Networks (LHINs) governance evaluation process. The governance structures of all LHINs will be undergoing an evaluation process in late 2015 to evaluate the performance of a Board as a whole as well as that of individual Board Members and the Board Chair.

Barb Bjarneson, Board Member updated the Board on a Leamington event she attended in September. The "Save the OB" group expressed thanks to the LHIN and LHIN Board for the work they did in listening to the needs and concerns of the Leamington area re: birthing services.

**MOTION: *Moved by Lindsay Boyd and seconded by Barb Bjarneson that the ESC LHIN Board receive the Board Chair Report as presented.***

**Motion Passed**

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**9.2. Chief Executive Officer**

Gary Switzer, CEO spoke to a written report (*on file*) which was distributed to the Board prior to the Board Meeting highlighting the July 2015 visit and tour of our LHIN by the Deputy Minister of Health Dr. Bob Bell. The visit included several of our health service providers (HSPs) providing an opportunity for the Deputy Minister and his staff to learn about our region and local health care needs.

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

**Motion Passed**

**10. Strategic Discussion**

**10.1. Ministry LHIN Performance Agreement (MLPA) 2015-2018  
Performance Discussion – Indicator Scorecard**

**8.1.1 Magnetic Resonance Imaging**

Gary Switzer, CEO introduced Pete Crvenkovski, Director, Performance Quality & Knowledge Management who in turn introduced Jacquelin Sequin, Performance & Finance Coordinator who spoke to a Briefing Note (*on file*) distributed to the Board prior to the meeting and a PowerPoint presentation (*on file*) displayed at the meeting highlighting the current status and ranking to.

*@ 2:45 pm – Board Chair, Martin Girash left the meeting*

The next steps include providing the hospitals with an opportunity to continue collaborating; facilitate monthly teleconferences to provide a forum for performance trending, knowledge exchange and lessons learned; and the sharing of evidence based learning to build a standardized community of practice.

*@ 2:48 pm – Board Chair, Martin Girash re-entered the meeting*

**10.2. Erie St. Clair LHIN – Strategic Plan 2016-2019**

**8.2.1 Update**

Gary Switzer, CEO provided an update to the Board speaking to a Briefing Note (*on file*) distributed to the Board prior to the meeting. The LHIN has completed the process of securing Telus Health as the vendor for the facilitation of the development of the ESC LHIN Strategic Plan 2016-2019. Currently finishing Phase 2 of the work plan, including project initiation and document collection, the objective of the Strategic Planning process will be to reconfirm, assess, and revise, as necessary, the Strategic Directions of the ESC LHIN and link the Strategic Plan with the Integrated Health Service Plan (IHSP) 4. Next steps include completing a draft situational assessment; a Strengths/Weaknesses/Opportunities/Threats (SWOT) analysis; confirm Board and senior leadership team facilitation in mid-October and confirm a date to present the Draft Strategic Plan 216-2019 to the Board in December 2015/January 2016.

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## 11. New Business

### 9.1 Integrated Health Service Plan (IHSP) 4

#### 11.1.1. Update

Alec Anderson, Director, Chronic Disease Management & Prevention provided the Board with an update on the Integrated Health Service Plan (IHSP) 4 speaking to a PowerPoint slide (*on file*) outlining the work done to date and the ongoing timeline. The process is currently in phase five (5) of seven (7) following the standard timeline applied across the province. The LHIN has conducted a number of public / provider engagement sessions that have included over 212 people as well as in September an online survey was also launched with 421 responses to date. Hard copy surveys were also made available throughout the LHIN region. The on-line survey will be available until January 28, 2016. Next steps include a draft to the Ministry in December 2015 and back to the Board for approval in January / February 2016.

### 9.2 Hôtel-Dieu Grace Healthcare (HDGH) – Pre-Capital Submission Part A

#### 9.2.1 Program Gambling Services Relocation – Program and Service Proposal

Ralph Ganter, Senior Director, Health System spoke to a Briefing Note (*on file*) distributed to the Board prior to the meeting detailing the health service provider's alignment to the provincial program. Problem Gambling Service is a provincially funded program with the HDGH program as one of three in the province of Ontario. The program consists of three distinct, although interdependent components – outpatient services, residential services (six beds), and problem gambling education. Problem gambling outpatient services started at Windsor Regional Hospital (WRH) in Windsor, Ontario in 2000. In 2005, WRH was asked to participate as one of four provincial locations to begin a residential program pilot. In late 2007, the pilot received official on-going support, and annualized funding from the Ministry. It is now necessary to relocate the existing program to HDGH Prince Road location at an approximate cost of \$800,000.

**MOTION:** *Moved by Barb Bjarneson and seconded by Lindsay Boyd that the ESC LHIN Board endorses the Pre-Capital Submission Part A – Problem Gambling Services Relocation – Program and Service Proposal as submitted by HDGH and directs ESC LHIN staff to provide written feedback to HDGH requesting that they complete and submit the full Pre-Capital Submission Form – Part A and Part B to the Ministry of Health & Long-Term Care.*

**Motion Passed**

### 9.3 Grand Bend Area Community Health Centre Pre-Capital Submission Part A

#### 9.3.1 Building Rural Health Capacity – Program and Service Proposal

Ralph Ganter, Senior Director, Health System spoke to a Briefing Note (*on file*) distributed to the Board prior to the meeting providing the Board with a brief overview of the Grand Bend Area Community Health Centre (GBA CHC) Pre-Capital Submission Part A - Building Rural Health Care Capacity - Program and Service Proposal. The physical infrastructure deficiency is problematic through the utilization of shared offices and lack of space creating privacy issues. Storage is at a premium in the existing facility, and has been incorporated into spaces not intended for storage. The capacity of the existing building to support space for increased collaboration with allied disciplines is limited. Space is at a capacity for the operation of the current primary care team, and there is limited space for visiting specialists, flex offices for allied disciplines, and alliances with education programs. All existing spaces are being utilized to their maximum capacity; there is no existing space available for renovation. In order to meet additional program needs, an addition to the current facility is required. The scope of the new addition includes the following:

- Expansion to primary care services program space
- A new multi-activity room
- A new basement for storage
- Increase to office and support spaces on the second floor

Based on a feasibility study and the space requirements determined through focus group discussion, an estimated 9,411 square feet of expansion is required to meet program needs (program areas are based on current space benchmarks) with an estimated \$3,581,553 total cost. The ultimate goal is to provide increased access to primary health care, as well as to promote enhanced coordination and transitions of care ensuring that disadvantaged people with complex conditions are diagnosed and managed effectively locally. The expansion will be a co-location for other partners. Following the approval today, the announcement will be made in Grand Bend.

**MOTION:** *Moved by Barb Bjarneson and seconded by Joseph Bisnaire that the ESC LHIN Board endorses the Pre-Capital Submission Part A – Building Rural Health Care Capacity - Program and Service Proposal as submitted by GBA CHC and directs ESC LHIN staff to provide written feedback to the GBA CHC requesting that they complete and submit the full Pre-Capital Submission Form - Part A and Part B to the Ministry of Health & Long-Term Care.*

**Motion Passed**

## 12. Action Items – Review Status & Update New Items

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

**11. Next Meeting**

The Board discussed and confirmed the dates for the next ESC LHIN Open Board Meetings as follows:

- ~~October 27, 2015 @ 4:00 pm — to be located at Grand Bend Area Community Health Centre~~
- November 24, 2015 @ 1:00 pm — ~~ESC LHIN Boardroom, Chatham, ON~~

**12. Adjournment to In Camera Session**

At 3:14 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:

- Personal or public interest
- Matters prescribed by regulations

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

**Motion Passed**

**13. Reconvene Open Board Meeting**

At 5:57 pm the Open Board Meeting of the Erie St. Clair LHIN of September 22, 2015 was reconvened.

**MOTION:** *Moved by Robert Bailey and seconded by Joseph Bisnaire that the Open Board Meeting of September 22, 2015 be reconvened.*

**Motion Passed**

**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
- Matter prescribed by regulation

**14. Adjournment**

**MOTION:** *Moved by Michael Hoare and seconded by Barb Bjarneson to adjourn the Open Board Meeting at 5:58 pm.*

**Motion Passed**

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

  
Martin Girash  
Board Chair  
Erie St. Clair LHIN

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

April 26, 2016