

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

**Open Board Meeting
Minutes
Tuesday, March 22, 2016**

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

Present:

Martin Girash, Board Chair
Michael Hoare, Board Vice Chair
Barb Bjarneson, Board Director
Joseph Bisnaire, Board Director
Lindsay Boyd, Board Director

Staff:

Gary Switzer, Chief Executive Officer
Ralph Ganter, Senior Director (HSD&I)
Pete Crvenkovski, Director (PQ&KM)
Shannon Sasseville, Director (CPA&OD)

Recorder:

Ruth Augi, Corporate Coordinator

Regrets:

1. Call to Order / Welcome

The Open Board Meeting of the Erie St. Clair LHIN was called to order at 1:00 pm by Martin Girash, Board Chair. There were sixteen (16) people in the audience and the Meeting was available via webcast.

2. Approval of Agenda

The agenda (*on file*) of the Open Board Meeting dated March 22, 2016 was reviewed and approved by the Board.

MOTION: *Moved by Lindsay Boyd and seconded by Joseph Bisnaire that the agenda of the Open Board Meeting dated March 22, 2016 be approved.*

Motion Passed

3. Declaration of Conflict of Interest

None declared.

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4. Open Mic / Patient Experience

Board Members and LHIN staff watched a patient experience video from Isabelle. Isabelle is a senior who shared her story about how she became a client of the Essex County nurse practitioner-led clinic. As a client, she discovered several health challenges that were previously unknown. This story describes her path to personal wellness, Isabelle also candidly shared her thoughts and insights into the future of health care.

5. Consent Agenda

MOTION: Moved by Lindsay Boyd and seconded by Michael Hoare that the ESC LHIN Board accepts as presented or approves when required, by a single Consent Motion, the following items:

- **#5.1 Minutes:**
 - **#5.1.2 ESC LHIN Open Board Meeting Minutes - February 23rd, 2016**
- **#5.2 Health Service Provider Financial Review**

Motion Passed

NOTE: #5.1.1 ESC LHIN “Special” Open Board Meeting Minutes – December 15th, 2015 were tabled for approval to the April 26, 2016 Open Board Meeting.

6. Strategic Discussion

6.1. ESC LHIN Annual Business Plan (ABP) 2016-2017

Alec Anderson, Director, Chronic Disease Prevention & Management spoke to a Memorandum (*on file*) and draft ESC LHIN Annual Business Plan (ABP) (*on file*) distributed to the Board prior to the Board Meeting together with a PowerPoint presentation / timeline detailing the steps leading to approval. The Board was advised that the Integrated Health Service Plan (IHSP) 4 and the Annual Business Plan have been worked on concurrently with the IHSP 4 representing “what we plan to do” and the ABP representing “how we are going to do it”. The Annual Business Plan is due to the MOHLTC 120 days from the provincial budget being passed and a Board workshop will be scheduled in early May 2016 with final approval scheduled by the end of May 2016.

**6.2. Hospital Service Accountability Agreement (H-SAA) 2008 – 2016
Extension – April 1, 2016 to September 30, 2016**

Pete Crvenkovski, Director, Performance, Quality & Knowledge Management spoke to a Briefing Note (*on file*) distributed to the Board prior to the Board Meeting highlighting the uncertainty regarding the final funding to hospitals. LHSIA requires that LHINs have a Service Accountability Agreement (SAA) in place with each health service provider (HSP) that it funds. The H-SAA covering the period from 2008-2010, has been amended and extended on four occasions since 2010 and is due to expire on March 31, 2016.

3.

The Ministry of Health and Long-Term Care (MoHLTC) will not be able to provide funding targets before the H-SAA extensions are finalized and in the absence of definitive funding targets, the agreement will be based on a planning assumption of 0% base revenue adjustment for the term of the agreement. HSPs are expected to maintain a minimum of the 2014-2015 approved service activity levels within the 1% revenue increase planning assumption until further commitments on funding can be provided by the Ministry. Of note:

- Health System Funding Reform information has not been released for 2016/17
- the amending agreement letter extends the current Hospital H-SAA to September 30, 2016.
- the ESC LHIN will work with hospitals towards a revised H-SAA in October 2016.

It was noted there is a need for more accurate details / data expected by September 2016.

MOTION: *Moved by Michael Hoare and seconded by Joseph Bisnaire that the ESC LHIN Board authorizes on its behalf, the Erie St. Clair Local Health Integration Network Chief Executive Officer to execute the Hospital Service Accountability Agreements extension to September 30, 2016.*

Motion Passed

6.3. Addiction Strategic Plan Final Approval

Ralph Ganter, Senior Director, Health System Design & Implementation and Dawn Maziak, Health System Design Manager spoke to the ESC LHIN "Draft" Addiction Strategic Plan (V2) and Appendix (*both of file*) distributed to the Board prior to the Board Meeting. It was noted the Board originally received the "draft Plan with a detailed Briefing Note and presentation at the February 23, 2016 Open Board Meeting and today's review was inclusive of the Appendix to which a few revisions remain outstanding.

Board Member, Joseph Bisnaire offered several suggested edits and a written list will be provided for consideration by LHIN staff.

MOTION: *Moved by Lindsay Boyd and seconded by Barb Bjarneson that the ESC LHIN Board approve the Erie St. Clair Local Health Integration Network Addiction Strategic Plan as recommended by LHIN staff.*

Motion Passed

6.4. Ministry LHIN Accountability Agreement (MLAA) 2015-2018 Readmissions Review

Pete Crvenkovski, Director, Performance, Quality & Knowledge Management and Oz Eren, ESC LHIN Performance Lead spoke a PowerPoint presentation (*on file*) outlining sustainability and quality with reference to readmissions within thirty (30) days for selected conditions within the ESC LHIN hospitals and noted that to perform well we require all of our providers working well together, across sectors, and focusing on the patient's experience.

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The focus within the 30 day readmission was on:

- Hospital Length of Stay
- Transitions of Care
- Self-Management/Education
- Complexity of Patient

Overall, the ESC LHIN is ranked first in regards to some readmission rates, even performing better on several provincial expectation. There always remains room for improvement regarding Chronic Obstructive Pulmonary Disease (COPD) and Congestive Heart Failure (CHF), in particular when transitioning back into the community. Engagement with The Community Care Access Centre (CCAC) is essential to ensure patients are not lost during transitioning back into the community.

7. Voluntary Integration

7.1.1 Chatham Kent Community Health Centres (CK CHCs)

Canadian Mental Health Association Lambton-Kent (CMHA LK)

Chatham Kent Health Alliance (CKHA)

Martin Girash, Board Chair spoke to a letter received from Shirley Davies, Chatham Kent Community Health Centres (CK CHC) Board Chair and his response (*both on file*) distributed to the Board prior to the Board Meeting. Ralph Ganter, Senior Director, Health System Design & Implementation spoke to a Briefing Note (*on file*) which was also distributed to the Board prior to the Board Meeting, acknowledging the work of Patricia Dwyer, ESC LHIN Health System Manager (Chatham-Kent). The proposed voluntary integration between the Chatham-Kent Community Health Centre (CK CHC), the Canadian Mental Health Association Lambton-Kent (CMHA-LK), and the Chatham Kent Health Alliance will be twofold:

- 1) a leadership integration between CK CHC, CMHA-LK and CKHA
and
- 2) the establishment of a back office shared service for finance, decision support, human resources, and information technology/information management infrastructure between the CK CHC and CKHA

Board Member, Michael Hoare spoke to the advancements in the development of these partnerships and the strength of the CK CHC leading to a positive situation. The LHIN will receive a Memorandum of Outstanding (MOU) following the integration.

Gary Switzer, Chief Executive Officer noted this example of both a vertical and horizontal integration, a true community integration.

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MOTION: Moved by Michael Hoare and seconded by Barb Bjarneson that the ESC LHIN Board supports the Chatham-Kent Community Health Centre;

- **Voluntary integration of leadership for counselling services and chronic disease management with Canadian Mental Health Association – Lambton-Kent and Chatham Kent Health Alliance respectively**
- **Back office shared services integration for finance and decision support with Chatham Kent Health Alliance**
- **Back office integration of human resources with Chatham Kent Health Alliance**
- **Information technology/information management infrastructure integration with Chatham Kent Health Alliance**

and:

It is recommended that the ESC LHIN Board takes no further action with regard to the integrations and allow the integrations to proceed consistent with objectives of the Local Health System Integration Act.

Motion Passed

7.2 Local Health Integration Networks (LHINs)

7.2.1 Sub-LHIN Regional Planning

Gary Switzer, Chief Executive Officer spoke to the relationship of Sub-LHINs to Health Links and introduced Ralph Ganter, Senior Director, Health System Design & Implementation and Pete Crvenkovski, Director, Performance, Quality & Knowledge Management who spoke to a PowerPoint presentation (*on file*) displayed at the Board Meeting, highlighting demographics; census and utilization profile. The Board was updated on the process for identifying Health Links; the roll-up to create Sub-LHINs; details regarding the Sub-LHINs geography (map / examples of Sub-LHINs profiles / summary utilization table for five (5) Sub-LHINs regions.

It was noted that focus was on the ICES framework for analysis which deciphered the five Sub-LHIN regions as:

- Windsor East
- Windsor West
- Essex County
- Chatham-Kent and Walpole
- Lambton County

The strategy to improve health care across the Sub-LHINs will focus on:

- Population Wellness
- Health Care Utilization
- Effectiveness of Health Care Process

Next steps will include neighbourhood engagement and a demographic appendix will be posted to the Board's Google file.

7.3 2015-2016 Board-Governed Agency Attestation

Gary Switzer, Chief Executive Officer outlined the extremely short timeline provided to the LHIN to respond to this Attestation request. Martin Girash, Board Chair noted that this Attestation requirement applied to all Board-Governed Agencies in the province, not just those within the Ministry of Health and Long-Term Care (MoHLTC). The 2015-2016 Board-Governed Agency Attestation is over and above the regular quarterly compliance and attestation which our Board currently completes. The ESC LHIN is now required to complete a Board-Governed Agency Attestation on an annual basis. The Attestation will provide assurance that, to the best of our knowledge, the ESC LHIN is in substantial compliance with all applicable legislation, regulations, directives and policies; has maintained an effective system of internal controls, and that these internal controls supports the integrity and reliability of financial reports. The attestation covers the following four areas:

1. Reporting Requirements
2. Legislative / Policy Requirements
3. Internal Control System
4. Record Keeping

It was suggested the Board Finance & Audit Committee prepare a full briefing throughout the fiscal year to keep the Board update on a quarterly basis regarding all required compliance.

MOTION: *Moved by Michael Hoare and seconded by Lindsay Boyd that the ESC LHIN Board accept the 2015 – 2016 Board – Governed Agency Attestation as presented by LHIN staff and direct the ESC LHIN Board Chair and Chief Executive Officer to sign the Attestation.*

Motion Passed

8. Reports

8.1. 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 Minister's approval of the Alternate Funding Agreement for obstetricians at Leamington District Memorial Hospital (LDMH). Also noted was the subject of physician assisted death and the recommendation that the Board consider further discussion of this important issue. The Board Chair noted that expanding the concept of physician assisted death to include palliative care might spark some dilemmas for some of our health service providers (HSPs) due to their faith or in terms of the services they provide. The Board was advised of the upcoming Grand Opening of the Chatham Kent Hospice on April 5, 2016 as well as the Grand Opening of the Leamington Hospice on April 6, 2016 and Board Members were encouraged to attend.

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

Motion Passed

7.

8.2. Chief Executive Officer

Gary Switzer, Chief Executive Officer spoke to a written report (*on file*) which was distributed to the Board prior to the Board Meeting thanking all LHIN staff who worked with Leamington District Memorial Hospital on obtaining new obstetricians, and in particular thanked Laurie Nash of Health Force Ontario for all her hard work. He noted that the process was an accumulation of a lot of hard work from many ESC LHIN staff. As also noted, the decanting of beds at Leamington Court explaining that many ESC LHIN staff were involved in the process, and that the success of moving people into new beds over the winter season was an example of the staff's collaborative work. The Board was advised that it is a busy time of year for funding, aligning allocations for surplus, and preparing for the funding coming in for the new financial year.

MOTION: Moved by Joseph Bisnaire and seconded by Lindsay Boyd that the ESC LHIN Board receive the CEO Report as presented.

Motion Passed

9. Action Items – Review Status & Update New Items

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

10. Next Meeting

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

- April 26, 2016 @ 1:00 pm – ESC LHIN
Riverview Drive, Chatham, ON
- May 31, 2016 @ 4:00 pm – Caboto Club
2175 Parent Ave., Windsor, ON

11. Adjournment

11.1 Adjourn to In Camera Session

At 3:10 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 Barb Bjarneson that the Board move to an In Camera Session of the Open Board Meeting.

Motion Passed

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At 5:52 pm LHIN staff were excused from the In Camera Session of the Open Board Meeting of the Erie St. Clair LHIN of March 22, 2016.

APPROVED:



Martin Girash
Board Chair
Erie St. Clair LHIN

DATE:

