

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

**Open Board Meeting  
Minutes  
Monday, October 24, 2016**

**Lambton Inn  
1485 London Road, Sarnia, ON  
Ballroom**

**Present:**

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

**Staff:**

Ralph Ganter, Acting CEO  
Pete Crvenkovski, Director (PQ&KM)  
Shannon Sasseville, Director (CPA&OD)  
Alec Anderson, **Director, Planning**

**Recorder:**

Ruth Augi, Corporate Coordinator

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**1. Call to Order**

The Open Board Meeting of the Erie St. Clair LHIN was called to order at 3:30 pm by Martin Girash, Board Chair.

**2. Adjournment**

**2.1 Adjourn to In Camera Session**

At 3:32 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
- o Matters prescribed by regulations

**MOTION:** *Moved by Michael Hoare 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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**2.2 Reconvened Open Board Meeting**

At 4:58 pm the ESC LHIN Board moved out of the Camera Session and reconvened the Open Board Meeting at 5:20 pm.

**MOTION: *Moved by Michael Hoare and seconded by Joseph Bisnaire that the Board reconvene the Open Board Meeting of October 24, 2016.***

**Motion Passed**

It was noted that there were twenty-three (23) people in the audience.

Board Chair, Martin Girash welcomed the audience in attendance to the "off-site" regular business Board Meeting of the LHIN. Martin expressed, on behalf of the ESC LHIN Board, their extreme pleasure and opportunity to have met earlier today with Bluewater Health (BWH) Board and staff and tour the BWH facilities in Sarnia. The LHIN Board is very impressed with the work being done and the focus on patient relationships. It is very clear the BWH Board and staff are putting the soul back in healthcare delivery – our sincere thanks.

**3. Approval of Agenda**

The agenda (*on file*) of the Open Board Meeting dated October 24, 2016 was reviewed, amended and approved as follows:

- Item #11.1 moved to immediately follow Item #5.1.1 Bluewater Health Presentation

**MOTION: *Moved by Barb Bjarneson and seconded by Lindsay Boyd that the amended agenda of the Open Board Meeting dated October 24, 2016 be approved.***

**Motion Passed**

- Item #11.2 be removed from the Agenda (tabled to November 29, 2016)

**MOTION: *Moved by Lindsay Boyd and seconded by Joseph Bisnaire that the amended agenda of the Open Board Meeting dated October 24, 2016 be approved.***

**Motion Passed**

**4. Declaration of Conflict of Interest**

None declared.

**5. Open Mic**

**Agenda Item #4**

Shannon Sasseville, Director, Communications, Public Affairs & Organizational Development introduced the first of four indigenous patient experience videos entitled " *Duston's Health Care Experience*".

## 6. Presentations

### Agenda Item #5.1

#### **Bluewater Health – Withdrawal Management Services**

Paula Reaume-Zimmer, Integrated VP, Mental Health & Addictions, Chatham-Kent Health Alliance / Canadian Mental Health Association Lambton-Kent & Bluewater Health, introduced Laurie Hicks, who spoke to the Board about her son Ryan and his tragic experience with addiction, highlighting the importance of family and care-givers.

Paula Reaume-Zimmer, spoke to a PowerPoint presentation (*on file*) outlining the Capital submission for the Bluewater Health (BWH) Community Addictions Hub, highlighting the current state of addiction care at Bluewater Health. The present program began in April 2014 and included community withdrawal management, day withdrawal management, communications and outreach activities. To date, the hospital based program has served over 700 individuals. The establishment of a Community Addictions Hub will allow people to receive treatment in their community.

### Agenda Item #11.1

#### **Community Health Capital Program Stage 1**

#### **Application Endorsement**

#### **Bluewater Health Community Hub of Addictions and Mental Health Services**

Ralph Ganter, Acting CEO, spoke to a Briefing Note (*on file*) distributed to the Board prior to the Board Meeting, advised the Board that the Bluewater Health Community Hub of Addictions and Mental Health Services proposal would be submitted under a new community capital process which ensures a faster access to potential funding.

**MOTION: *Moved by Michael Hoare and seconded by Barb Bjarneson that the Erie St. Clair LHIN Board endorses the Community Health Capital Program – Stage 1 Application as submitted by Bluewater Health and Canadian Mental Health Association Lambton-Kent***  
***and;***  
***subsequent to Erie St. Clair LHIN Board's endorsement of the Stage 1 Application, the LHIN will provide the completed Stage – 1 Application and required letter of endorsement to the Ministry of Health & Long-Term Care.***  
**Motion Passed**

### Agenda Item #5.2

#### **Erie St. Clair LHIN Indigenous Strategic Plan**

Sarah May Garcia, Lead, Health System Design and Tanya Baniak, Regional Lead, Indigenous Health Integration & Liaison, jointly spoke to a PowerPoint presentation (*on file*) outlining the ESC LHIN Indigenous Strategic Plan, highlighting the importance of building relationships between and among indigenous communities and partners.

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The Board was advised of indigenous population trends; indigenous engagement outcomes; a culture-based integration model; a summary of the three year strategic directions and priorities and the alignment process (local/regional; provincial and national/international).

**7. Consent Agenda**  
**Agenda item #6**

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

- **#6.1 Minutes:**
  - **#6.1.1 ESC LHIN "Special" Open Board Meeting Minutes**  
May 17<sup>th</sup>, 2016
  - **#6.1.2 ESC LHIN Open Board Meeting Minutes – May 24<sup>th</sup>, 2016**
  - **#6.1.3 ESC LHIN Open Board Meeting Minutes – September 27<sup>th</sup>, 2016**
  - **#6.1.4 ESC LHIN "Special" Open Board Meeting Minutes**  
October 11<sup>th</sup>, 2016
- **#6.2 Receipt of Committee / Council Minutes:**
  - **#6.2.1 CEO PE&C Committee Approved Minutes – June 13<sup>th</sup>, 2016**
  - **#6.2.2 G&N Committee Approved Minutes – August 26<sup>th</sup>, 2016**  
**Motion Passed**

**8. Committee / Council Recommendations**  
**Agenda Item #7**

**MOTION:** *Moved by Joseph Bisnaire and seconded by Lindsay Boyd that the Erie St. Clair LHIN Board approves the ESC LHIN Committee / Council recommendation as follows:*

- **#7.1.2 G&N Committee Recommendation – October 11<sup>th</sup>, 2016**  
*The G&N Committee recommends that the Erie St. Clair LHIN Board approve the Erie St. Clair LHIN Board Retreat Agendas of November 7<sup>th</sup>, 2016 & November 8<sup>th</sup>, 2016 as drafted by the G&N Committee on October 11<sup>th</sup>, 2016.*

**Motion Passed**

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The Board requested the following actions:

- #7.1.1 (Acting) Chief Executive Officer Performance Process Narrative
  - Add Core Values:
    - Caring
    - Compassion
    - Empathy
  - Add a 90 day review
  - Document be reviewed at both the CEO PE&C Committee & Governance & Nominating Committee meetings of January 13<sup>th</sup>, 2017 for review and recommendation for Board approval at the January 24<sup>th</sup>, 2017 Open Board Meeting
- #7.1.2 Communications Integrity
  - Add to the Board Retreat of November 8<sup>th</sup>, 2016 and Governance & Nominating Committee meeting of January 13<sup>th</sup>, 2017 for review and recommendation for Board approval at the January 24<sup>th</sup>, 2017 Open Board Meeting

## 9. Health Service Providers Financial Review

### Agenda Item #8

Pete Crvenkovski, Director, Performance Quality & Knowledge Management spoke to the Health Service Providers (HSPs) Financial Review document (*on file*) and distributed to the Board prior to the Board Meeting, advised the Board that all HSPs were tracking well.

## 10. Funding

### Agenda Item #9

#### #9.1 Erie St. Clair LHIN Community Funding Allocations

Pete Crvenkovski, Director, Performance Quality & Knowledge Management introduced Jean François Gauthier and Ron Sheppard, who jointly spoke to a Briefing Note (*on file*) which was distributed to the Board prior to the Board Meeting, highlighting the distribution plan of the 2016/17 community funding allocation that was guided by the ESC LHIN Board approved funding framework and also demonstrates the alignment of the distributed funding with the direction provided by the parameters of the funding framework. The ESC LHIN staff have identified (to date) approximately \$1.954M in available funds to be strategically distributed to a select number of community sector agencies. The Funding Framework called for funding to be proportionately allocated across the three counties as follows:

Sarnia-Lambton	24%
Chatham-Kent	18%
Windsor-Essex	58%

Objectives

The over-arching objectives of the ESC LHIN for the current fiscal year, as guided by the following four key objectives identified in the Patients First: Proposal to Strengthen Patient-Centred Health Care in Ontario and the IHSP4, are:

- Access: faster access to the right care
- Connect: better coordinated and integrated care in the community, closer to home
- Inform: support people and patients by providing the education, information and transparency they need to make the right decisions about their health
- Protect: health care decisions based on value and quality, to sustain the system for generations to come

An appendix entitled "*Funded Requests Through Community Allocations*" (*on file*) was attached to the Briefing Note.

The Board Chair noted his meeting with LHIN staff and discussions re: rationale and advised he felt the process was excellent and he was very comfortable with the process.

**11. Strategic Discussion**

**Agenda Item #10**

**#10.1 Community Performance Framework**

Pete Crvenkovski, Director, Performance Quality & Knowledge Management introduced Jean François Gauthier and Ron Sheppard, who jointly spoke to a PowerPoint presentation (*on file*) which was displayed at the Board Meeting, highlighting the requirement of reporting financial and statistical health care data; LHIN scorecards and quarterly reviews; Health Audit Service Team audit; risk management; budget variance and forecast variance.

The Board noted the importance of being a partner in a process – the right resources in the right place at the right time – tying the process and value to the culture of the LHIN.

**#10.2 A Profile of the Long-Term Care Home Sector in Erie St. Clair**

Pete Crvenkovski, Director, Performance Quality & Knowledge Management introduced Paul Brown, who spoke to a Briefing Note, distributed to the Board prior to the Board Meeting and a PowerPoint presentation (*both on file*) which was displayed at the Board Meeting, highlighting Long-Term Care Home ownership; fiscal structure; operating revenue; capital planning funding; eligibility for redevelopment; utilization and performance data; client flow; long-stay bed occupancy rates and current trends and challenges.

@ 8:15 pm Board Member Lindsay Boyd left the Board meeting

@ 8:19 pm Board Member Lindsay Boyd re-entered the Board Meeting

**12. New Business**

**Agenda Item #11**

**#11.2**

**Small Community Capital Infrastructure Parameters**

Ralph Ganter, Acting CEO spoke to a Briefing Note (*on file*) which was distributed to the Board prior to the Board Meeting, highlighting the need for a monetary limit as a differentiating parameter for small community capital infrastructure renewal projects that are presented to the ESC LHIN Board for endorsement. This approach would differentiate small community capital projects that are advanced to the Ministry of Health and Long-Term Care (MOHLTC) requiring only LHIN staff review. At the September 2016 Board Meeting LHIN staff presented the new community capital program initiative of the MOHLTC. Components of the new community capital initiative included identification of categories of small versus medium sized community capital infrastructure renewal projects that are supportable for MOHLTC funding consideration. Previously, small community capital infrastructure renewal projects (e.g. roof repairs, elevator repairs) were supported by LHIN resources within the third quarter surplus recovery process. The new community capital fund initiative has been established by the MOHLTC to support these types of extraordinary expenses. In follow-up to a Board question regarding the limits between small capital projects not requiring Board approval and those requiring Board approval, LHIN staff identified no policy related monetary parameters within the MOHLTC documentation and in the absence of this policy guidance, LHIN staff drafted a guideline utilizing present funding authority directives as a parameter.

**MOTION: Moved by Lindsay Boyd and seconded by Michael Hoare that the Erie St. Clair LHIN Board approves:**

***i: using the current parameters for the CEO delegation of authority value of greater than \$200,000 as the differentiation parameter for Small Community Capital Infrastructure Projects requiring Board endorsement or approval***

***ii: examining this decision parameter at the end of the 2016/2017 fiscal year in order to observe the impact of the decision and make changes if required***

***as recommended by ESC LHIN staff.***

**Motion Passed**

**13. Reports**

**Agenda Item #12**

**#12.1 Board Chair Report**

Martin Girash, Board Chair spoke to a written report (*on file*) which was distributed to the Board prior to the Board Meeting.

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

**Motion Passed**

**#12.2 Acting Chief Executive Officer**

Ralph Ganter, Acting CEO spoke to a written Acting CEO Report (*on file*) which was distributed to the Board prior to the Board Meeting.

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

**Motion Passed**

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

**Agenda Item #13**

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

**15. Next Meetings**

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

- November 29, 2016 @ 1:00 pm – ESC LHIN  
180 Riverview Drive, Chatham, ON
- January 24, 2017 @ 1:00 pm – ESC LHIN  
180 Riverview Drive, Chatham, ON

**16. Adjournment**

**Agenda Item #15**

At 8:40 pm the ESC LHIN Board adjourned the Open Board Meeting.

**MOTION: Moved by Barb Bjarneson and seconded by Michael Hoare that the Erie St. Clair LHIN Open Board Meeting of October 24<sup>th</sup>, 2016 be adjourned.**

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

  
Martin Girash  
Board Chair, Erie St. Clair LHIN

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

November 29, 16