

**Hamilton Niagara Haldimand Brant  
Local Health Integration Network**

Minutes of the Business Meeting of the Board of Directors March 26, 2014

A meeting of the Board of Directors of the Hamilton Niagara Haldimand Brant (HNHB) Local Health Integration Network (LHIN) was held on March 26, 2014, at the Boardroom, Hamilton Niagara Haldimand Brant Local Health Integration Network, 264 Main Street East, Grimsby, Ontario, beginning at 5:01 p.m.

**Present:** Michael P. Shea, Chair  
Bob Lawler, Vice Chair  
Ruby Jacobs, Member  
Helen Mulligan, Member  
Laurie Ryan-Hill, Member  
Mervin Witter, Member

**In Attendance:** Donna Cripps, Chief Executive Officer (CEO), HNHB LHIN  
Meredith Marino, Corporate Services Assistant, Recording Secretary, HNHB LHIN  
Trish Nelson, Director, Communications and Corporate Services, HNHB LHIN  
Rosalind Tarrant, Director, Access to Care, HNHB LHIN  
Steven Isaak, Director, Health System Transformation, HNHB LHIN  
Philip Christoff, Director, Quality and Risk Management, HNHB LHIN  
Derek Bodden, Director, Finance, HNHB LHIN

**Guests:** Carol McKenna, Clinical Manager of Palliative Care, Hamilton Health Sciences  
Denise Marshall, Medical Director, Niagara West Palliative Care Team

**A. Convening the Meeting**

**A.1 Call to Order**

A quorum was present.

**A.2 Approval of the Agenda**

MOVED: Mervin Witter

SECOND: Laurie Ryan-Hill

That the agenda of March 26, 2014, be adopted, as circulated.

CARRIED

**A.3 Declaration of Conflicts**

No conflicts were identified at this time.

**B. Minutes of the Last Meeting**

**B.1 Approval of the Minutes of February 26, 2014**

MOVED: Helen Mulligan

SECOND: Bob Lawler

That the minutes of the Board Meeting – Business of February 26, 2014 be adopted as circulated.

CARRIED

## C. Reports

### C.1 Report of the CEO

MOVED: Michael P. Shea  
SECOND: Ruby Jacobs

That the Report of the Chief Executive Officer (CEO) be received and filed.

CARRIED

#### Key Points of Discussion:

- The Report the Chief Executive Officer was circulated in the Board Meeting Materials. The following updates were presented at the meeting:
  - The LHIN has received 92 of the 96 Multi-Sector Accountability Agreements (MSAAs). The signed MSAAs are due no later than March 31, 2014. This is an improvement from last year at this time and congratulations were sent to the LHIN's Quality and Risk Management team.
  - The Hospital Service Accountability Agreement (HSAA) are also due for renewal. The Board previously approved the Board Chair and CEO to sign the extensions as long as they were substantially similar. It was confirmed that the extension is exactly the same as previously approved.
  - Congratulations were sent to Foyer Richelieu which received the business of the month award from the Welland-Pelham Chamber of Commerce.
  - Dr. Salim Yusuf, Director of Population Health Research Institute at McMaster has been awarded the Gardiner Award for leadership in global clinical trials and population studies that have shaped prevention and treatment of cardiovascular disease.
  - Norfolk General Hospital (NGH) has qualified for the Ministry of Health and Long-Term Care's (Ministry's) working capital relief process. To qualify, NGH had to balance their budget for 2013-14. This item will be brought back to the Board quarterly for sign-off.

### C.2 Report of the Chair

MOVED: Laurie Ryan-Hill  
SECOND: Mervin Witter

That the Report of the Chair be received and filed.

CARRIED

#### Key Points of Discussion:

- The Report of the Chair was circulated in the Board Meeting Materials. The following updates were presented at the meeting:
  - The Patient Relations Work Group will be presenting a list of *Guiding Principles* and *Leading Practices* for handling of complaints. As information is gleaned and a draft document becomes available, it will be shared with Board Members.
  - The Board Chair will be attending the following meetings:
    - March 27, 2014 – Canadian Mental Health Association – Niagara Branch is hosting a Governance Breakfast with Dr. Kevin Smith as the guest speaker. Donna Cripps will also be attending this session.

- March 28, 2014 – Aboriginal Health Network at Six Nations meeting “Improving the Health of All Aboriginal Communities across the HNHB LHIN Area”. Ruby Jacobs will also be attending this session.

### **C.3 Report of the Audit Committee Chair**

MOVED: Michael P. Shea  
SECOND: Mervin Witter

That the Report of the Audit Committee Chair be received and filed.

CARRIED

#### Key Points of Discussion:

- An Audit Committee meeting was held on March 26, 2014. The minutes of the Audit Committee meeting of February 26, 2014, were approved by the Audit Committee for receipt by the Board of Directors.

MOVED: Bob Lawler  
SECOND: Laurie Ryan-Hill

That the minutes of the Audit Committee meeting of February 26, 2014, be received and filed.

CARRIED

#### Confirmation of Funding Received

##### Key Points of Discussion:

- \$46M will be transferred from the HNHB LHIN to Cancer Care Ontario.
- The Ministry of Health and Long-Term Care (Ministry) is recovering funding for some provincial programs where volumes were not met.

#### Public Reporting of Expenses – Third Quarter (Q3)

##### Key Points of Discussion:

- The Q3 expenses have been reviewed and have been submitted to the Ministry.

#### Community Care Access Centre (CCAC) Funding

MOVED: Bob Lawler  
SECOND: Helen Mulligan

That the Board of Directors of the Hamilton Niagara Haldimand Brant (HNHB) Local Health Integration Network approve up to \$4,640,570 one-time to the HNHB Community Care Access Centre to support services provided to clients returning home from hospital or being supported in their homes.

CARRIED

#### Key Points of Discussion:

- The HNHB CCAC is experiencing a dramatic increase to support the discharge of patients who required greater than eight hours of care per day.

- The LHIN has identified, through in-year reallocation of community funding, an additional \$4.6 funds that can be allocated on a one-time basis. It is anticipated that the Ministry will be providing assistance for the remaining deficit.

#### 2013-14 In-Year Reallocations

MOVED: Bob Lawler  
SECOND: Helen Mulligan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the redistribution of unspent one-time funds as outlined in Table 1 (Appendix A).

CARRIED

#### Key Points of Discussion:

- Funding that is not reallocated within the HNHB LHIN will be returned to the Ministry. As a result, staff have submitted proposed reallocation opportunities to keep the money in the LHIN.

#### Migrant Agricultural Workers

MOVED: Bob Lawler  
SECOND: Helen Mulligan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the allocation of \$75,000 in base funding to Quest Community Health Centre and \$75,000 in base funding to Grand River Community Health Centre in 2014-15 to implement Migrant Agricultural Worker Health Services.

CARRIED

#### Key Points of Discussion:

- There are approximately 8,000 migrant workers in the HNHB LHIN catchment. These workers are entitled to primary care; however, they rarely access it. The LHIN is working with the Community Health Centre (CHC) sector to provide greater access to primary care for this population.

#### Norfolk General Hospital – Recovery of Stroke Funds

MOVED: Bob Lawler  
SECOND: Laurie Ryan-Hill

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve Norfolk General Hospital to defer the transfer of \$150,000 base funding to Brant Community Health System to support the costs associated with the integration of acute stroke services at Brant Community Health System until 2014-15.

CARRIED

Key Points of Discussion:

- Strokes services are being transferred from Norfolk General Hospital (NGH) to Brant Community Health System (BCHS). To support the transfer NGH agreed to transfer \$150,000 to BCHS. Due to the timing of the stroke transfer, NGH was not able to realize the intended savings in 2013-14 fiscal year. If the transfer of funding was to occur, this would put NGH in a deficit position at the end of the fiscal year.

**D. New/Other Business**

**D.1 Strategic Health System Plan (SHSP) Update**

MOVED: Michael P. Shea

SECOND: Bob Lawler

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Strategic Health System Plan Quarterly Update

CARRIED

Key Points of Discussion:

- Staff presented an update on the SHSP. A copy of the presentation will be posted on the LHIN's website.
- The presentation is a report on the activities associated with year one of the SHSP.
- Health Links allows patients to drive the care they need in the health system. It is not building short-term solutions for a distinct group of clients but building a system that is sustainable and responsive to the complex/complicated needs of clients today and over time.
- The LHIN developed a team internally to address issues around auditor general's report regarding Diabetes. The HNHB LHIN is not unique with the issues of duplication and underutilization of diabetes services. All the Diabetes Education Programs (DEPs) are involved in a data sharing program. The DEPs have identified that there are opportunities for integrations and to reduce the barriers to access to the programs.
- The HNHB LHIN has the most number of residential hospices in Ontario. Each hospice has a bed complement of six or 10 beds, depending on the individual hospice.
- There is no cost to the individual for hospice care.
- The HNHB LHIN Palliative Care Council will review and identify where the proposed outreach teams should be located.
- The Board thanked all the people who work in palliative care, including hospice staff and volunteers and LHIN staff for their work on this initiative.

## **D.2 French Language Joint Annual Action Plan**

MOVED: Michael P. Shea

SECOND: Mervin Witter

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receives and files the Joint Annual Action Plan for the Waterloo Wellington LHIN, Hamilton Niagara Haldimand Brant LHIN and Waterloo Wellington Hamilton Niagara French Language Health Planning Entity (The Entité).

CARRIED

Key Points of Discussion:

- A detailed work plan is developed after the action plan is confirmed. The Entité will report back to the LHIN late fall, and the LHIN will use that information to inform LHIN's Annual Business Plan.

## **E. Education Session**

### **E.1 Life or Limb Update Presentation**

Key Points of Discussion:

- Staff presented on the Life or Limb Update. A copy of the presentation will be posted on the LHIN's website.
- The program will have physicians from small and medium sized hospitals partnered with large/tertiary hospitals. If the patient is deemed life or limb a transfer within in four hours is required.
- Patients will be transferred back to a hospital closer to home once they are deemed able.

### **E.2 Results of Critical Link**

Key Points of Discussion:

- Staffed presented an update prepared by Dr. W. Krizmanich on the ED Critical Link Program. A copy of the presentation will be posted on the LHIN's website
- Small and medium sized Emergency Departments were paired with large/tertiary Emergency Departments for the on-going care of semi-critical patients.
- If the patient is not deemed life or limb, advice is given to physicians at the small/medium sized hospitals from physician at the large/tertiary hospital on the care for the individual.

The Board of Directors thanked the CEO and staff for their work as it helps the Board make good, informed decisions.

## **F. Closed Session**

MOVED: Michael P. Shea

SECOND: Mervin Witter

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network move to a closed session to review/approve the closed minutes of January 29, 2014, and discuss matters of public/personnel interest at 7:05p.m.

CARRIED

**F.1 Report of the Chair on the Closed Session**

MOVED: Bob Lawler  
SECOND: Helen Mulligan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network moved to a closed session at 7:05 p.m. review/approve the closed minutes of January 29, 2014, and discuss matters of public/personnel interest at 7:30 p.m.

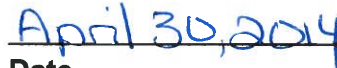
CARRIED

**F. Adjournment**

The Board of Directors – Business meeting be adjourned at 7:32 p.m.



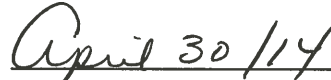
Michael P. Shea, Chair



Date



Donna Cripps, Corporate Secretary



Date

Table 1

<i><b>LHIN Health Service Provider</b></i>	<i><b>Recommended Funding</b></i>
Niagara Falls Community Health Centre	\$108,895
Niagara Health System	\$ 28,961
CMHA Haldimand Norfolk	\$ 16,291
Hamilton Community Support Association	\$ 3,000
Total	\$157,147