

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

Minutes of the Meeting of the Board of Directors September 26, 2018

A meeting of the Board of Directors of the Hamilton Niagara  
Haldimand Brant (HNHB) Local Health Integration Network (LHIN) was held on  
September 26, 2018, at the Webster/Albion Falls meeting room, HNHB LHIN, 211 Pritchard  
Rd. Hamilton, Ontario, beginning at 2:00 p.m.

**PRESENT:**

Voting Members:        Dominic Ventresca, Acting Vice Chair  
                              Bill Chopp, Member  
                              Madhuri Ramakrishnan, Member  
                              Marianne Knight, Member  
                              Paul Armstrong, Member  
                              Saqib Cheema, Member  
                              Shelley Moneta, Member  
                              Suzanne Belanger-Fontaine, Member

Regrets:                    Bill Thompson, Vice Chair

**HNHB LHIN Staff in**

Attendance:              Donna Cripps, Chief Executive Office  
                                  Jodi Sanders, Interim Executive Assistant, Board of Directors and  
                                  Recording Secretary  
                                  Trish Nelson, Director, Communications  
                                  Jennifer Everson, VP, Medical  
                                  Rosalind Tarrant, VP, Health System Strategy and Integration  
                                  Miranda Ingribelli, Vice President People and Talent Management  
                                  Derek Bodden, Director, Finance  
                                  Angela Cox, Director, Quality, Performance and Accountability

**A. Convening the Meeting**

**A.1 Call to Order**

A quorum was present.

**A.2 Approval of the Agenda of September 26, 2018**

MOVED:        Saqib Cheema

SECOND:       Marianne Knight

That the agenda of September 26, 2018, be adopted, as circulated.

CARRIED

**A.3 Declaration of Conflicts**

No conflicts were identified at this time.

## **B. Education/Generative Discussion**

### **B.1 Integrated Health Service Plan 2016-19 Achievements**

Key Points of Discussion:

- The 2016-19 Integrated Health Service Plan (IHSP) was finalized in 2015, prior to the Patients First Act 2016 that directed the asset transfer of the Community Care Access Centres to the LHINs.
- The Patient and Family Advisory Council (PFAC) has communicated an interest in co designing the health system. The PFAC is aligning it's priorities with those of the provincial PFAC.
- Clinical innovations developed in HNHB LHIN have been identified for potential scaling across the province (e.g. Indwell program)
- 156 surge beds temporarily implemented across the system with a combination of base and on time funding.
- It was noted that the IHSP represents HNHB's strategy plan. Specific targets and expectations are addressed in the Annual Business Plan.

## **C. Consent Agenda**

### **C.1 Consent agenda of September 26, 2018**

MOVED: Madhuri Ramakrishnan

SECOND: Suzanne Belanger-Fontaine

That the Board of Directors adopts the consent agenda of September 26, 2018 consisting of:

- i. Minutes of Board of Directors – Business Meeting of August 29, 2018

CARRIED

## **D. Reports**

### **D.1 Report of the Chief Executive Officer**

MOVED: Paul Armstrong

SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Chief Executive Officer (CEO).

CARRIED

Key Points of Discussion:

- VON service interruption is ongoing. Ransomware has been identified as the root cause. No data breach has been identified.
- A provincial review of agencies is anticipated, commencing in October.
- Successful meeting with Niagara-Centre MPP noted, including discussion about the needs of Welland-area Francophones in regards to Family Health

Teams.

- A Niagara Nursing Care Centre reported an air quality issue. Environmental testing and remediation has occurred. Clinic is up and running.
- Closing submissions for Phase One of a Long-Term Care (LTC) inquiry into the Elizabeth Wettlaufer murders are underway. Phase Two will review recommendations from participants. The commission will consider what recommendations can be implemented.
- A new Associate Deputy Minister with the MOHLTC has been announced, Melanie Fraser.

## **D.2 Report of the Vice Chair**

MOVED: Shelley Moneta

SECOND: Bill Chopp

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Vice Chair.

CARRIED

Key Points of Discussion:

- The Acting Vice Chair reported that the LHIN Chair Council has invited the Minister of Health and Long-Term Care to meet with them.
- The Board Chair appointment process is managed by the Public Appointment Secretariat (PAS). It is unknown when they will post the HNHB LHIN board chair vacancy. Once posted, anyone can apply. LHINs are not involved in the process. A LHIN Board Chair is appointed by an Order in Council from the provincial government.

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

MOVED: Dominic Ventresca

SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Audit Committee Chair.

CARRIED

**i. Consent Agenda of September 19, 2018**

MOVED: Saqib Cheema

SECOND: Shelley Moneta

That the consent agenda of September 19, 2018 consisting of:

- i. Minutes of August 22, 2018
- ii. Posting of Quarterly Expenses
- iii. Confirmation of Funding Received

be received and filed.

CARRIED

**ii. New/Other Business**

**a) HNHB LHIN Operations – Monthly Financial Update**

MOVED: Saqib Cheema

SECOND: Paul Armstrong

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the July 31, 2018 financial update for LHIN operations.

CARRIED

**b) Hospital Funding**

Key Points of Discussion:

- LHIN staff provided a review of the Health Based Allocation Model and Quality Based Procedures (QBPs).
- Four LHIN-managed QBPs have been introduced, in addition to the 20 currently managed.

**c) Audit Committee Terms of Reference**

MOVED: Saqib Cheema

SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the updated Audit Committee Terms of Reference as per Appendix A.

CARRIED

**d) Audit Committee Work Plan**

MOVED: Saqib Cheema

SECOND: Suzanne Belanger-Fontaine

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network adopt the Audit Committee Work Plan as presented.

CARRIED

**e) GP-04 Delegation of Authority Policy**

MOVED: Saqib Cheema

SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the updated Delegation of Authority Policy as per Appendix A.

CARRIED

**D.4 Report of the Quality and Safety Committee Chair**

MOVED: Dominic Ventresca

SECOND: Marianne Knight

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Quality and Safety Committee Chair.

CARRIED

**i. Consent Agenda of September 19, 2018**

MOVED: Paul Armstrong

SECOND: Saqib Cheema

That the consent agenda of September 19, 2018 consisting of:

- i. Minutes of June 20, 2018
- ii. Semi-Annual Complaints Report
- iii. Enterprise Risk Management Report

be received and filed.

CARRIED

**ii. New/Other Business**

**a) Ministry-LHIN Accountability Agreement (MLAA) Performance Indicators Quarterly Report**

MOVED: Paul Armstrong

SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Ministry-LHIN Accountability Agreement Performance Indicators Quarterly Report.

CARRIED

**b) Quality Improvement Plan Quarterly Report**

MOVED: Paul Armstrong

SECOND: Saqib Cheema

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the HNHB LHIN Quality Improvement Plan Quarterly Report.

CARRIED

Key Points of Discussion:

- Quality Improvement Plans (QIPs) are organization-specific plans. Organizations, LHINs and Health Service Providers, are required to submit their QIPs to Health Quality.
- While HNHB HSPs share their reports with the HNHB LHIN, their accountability is to HQO.

**c) Performance Accountability Annual Report**

MOVED: Paul Armstrong

SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Performance Accountability Annual Report.

CARRIED

**d) Quality and Safety Committee Work Plan**

MOVED: Paul Armstrong

SECOND: Bill Chopp

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network adopt the Quality and Safety Committee Work Plan as presented.

CARRIED

**e) Quality and Safety Committee Terms of Reference**

MOVED: Paul Armstrong

SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the updated Quality and Safety Committee Terms of Reference as per Appendix A.

CARRIED

**D.5 Report of the Governance Working Group Chair**

MOVED: Saqib Cheema

SECOND: Paul Armstrong

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the Report of the Governance Working Group Chair.

CARRIED

**i. Consent Agenda of September 19, 2018**

MOVED: Dominic Ventresca

SECOND: Madhuri Ramakrishnan

That the consent agenda of September 19, 2018 consisting of:

- i. Minutes of June 20, 2018

be received and filed.

CARRIED

**ii. New/Other Business**

**a) 2018-19 Annual Business Plan Q2 Update**

MOVED: Dominic Ventresca

SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the 2018-19 Q2 Annual Business Plan Update.

CARRIED

**b) Review of Skills Matrix**

Key Points of Discussion:

- The Skills Matrix has been updated to reflect the current Board membership.

**c) Governance to Governance Engagement Sessions**

MOVED: Dominic Ventresca

SECOND: Bill Chopp

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network receive and file the update on the Governance to Governance Engagement Sessions.

CARRIED

**d) Board Policies**

MOVED: Dominic Ventresca

SECOND: Paul Armstrong

That the Governance Working Group recommends that the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network adopt the reviewed/revised/archived Governance Policies as presented.

CARRIED

Key Points of Discussion:

- Thanks expressed to LHIN staff who conducted a thorough review of Governance policies and provided advice to the Governance Working Group.



**e) Governance Working Group Work Plan**

MOVED: Dominic Ventresca  
SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network adopt the Governance Working Group Work Plan as presented.

CARRIED

**f) Governance Working Group Terms of Reference**

MOVED: Dominic Ventresca  
SECOND: Madhuri Ramakrishnan

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the updated Governance Working Group Terms of Reference as per Appendix A.

CARRIED

**g) 2019 Board and Committee Meeting Dates**

Key Points of Discussion:

- Draft committee and board meeting schedule reviewed and agreed be implemented.

**E. New/Other Business**

**E.1 Integrated Health Service Plan 2019-2022**

MOVED: Madhuri Ramakrishnan  
SECOND: Shelley Moneta

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network approve the Draft 2019-2022 Integrated Health Services Plan, to be forwarded to the Ministry of Health and Long-Term Care for review.

CARRIED

Key Points of Discussion:

- While a new provincial mandate letter has not been received, the 2019-2022 IHSP has been developed utilizing ministry identified priorities (hospital overcrowding, mental health and addictions, long-term care, home care, and capacity planning). Extensive stakeholder engagement likewise informed the development of IHSP priorities. The IHSP builds upon achievements from previous IHSPs.
- Work with French language Entités assists with IHSP planning. The HNHB CEO will be engaging at the Entity Board in October. It was noted that the

health care system would benefit from a mechanism to inform HSPs that all stakeholders have a responsibility for ensuring that health system processes are viewed with a Francophone and Indigenous lens, operationally as well as philosophically. Barriers to operationalizing the philosophy were discussed (e.g. lack of training in French, gap between speaking French and providing medical services in French, etc.)

- LHIN staff highlighted top-in-province patient innovation (e.g. Digital Health). Opportunities for innovation are identified by HSPs, SPOs, and LHIN staff, reviewed and assessed by the LHIN Executive Team, with ultimate responsibility residing with the CEO.
- It was noted that plans outlined in the IHSP must be delivered within existing funding. Additional funding is not anticipated.

## **E.2 Quarterly Declaration of Compliance**

MOVED: Dominic Ventresca

SECOND: Suzanne Belanger-Fontaine

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network authorizes the Board Chair to declare to the Minister of Health and Long-Term Care that upon due enquiry of the Chief Executive Officer and other appropriate LHIN officers and personnel, and subject to any exceptions identified on Schedule A, to the best of the Board's knowledge and belief, the LHIN has:

1. the LHIN's compliance with the "Principles for LHIN-Managed Quality Based Procedure (QBP) Volume Movement", per the QBP Volume Management Instructions and Operational Policies for Local Health Integration Networks that are issued by the ministry;
2. the completion and accuracy of reports required of the LHIN, pursuant to section 5 of the Broader Public Service Accountability Act (BPSAA), on the use of consultants;
3. the LHIN's compliance with the prohibition, in section 4 of the BPSAA, on engaging lobbyist services using public funds;
4. the LHIN's compliance with all of its obligations under applicable directives issued by the Management Board of Cabinet;
5. the LHIN's compliance with its obligations under the Memorandum of Understanding with the Ministry of Health and Long-Term Care; and
6. the LHIN's compliance with its obligations under the Ministry LHIN Accountability Agreement in effect, during the Applicable Period of June 28, 2018 to September 26, 2018.

CARRIED

**F. Closed Session**

MOVED: Dominic Ventresca  
SECOND: Paul Armstrong

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network move to closed session to discuss a matter of personnel or public interest at 4.11 p.m.

CARRIED

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

MOVED: Saqib Cheema  
SECOND: Suzanne Belanger-Fontaine

That the Board of Directors of the Hamilton Niagara Haldimand Brant Local Health Integration Network moved to a closed session at 4:11 p.m. to discuss a matter of personnel or public interest and returned to an open session at 4:35 p.m.

CARRIED

**G. Adjournment**

MOVED: Bill Chopp  
SECOND: Suzanne Belanger-Fontaine

That the Board of Directors meeting be adjourned at 4:36 p.m.

CARRIED

*Original Signed By*

\_\_\_\_\_  
**Dominic Ventresca, Acting Chair**

\_\_\_\_\_  
**Date**

*Original Signed By*

\_\_\_\_\_  
**Donna Cripps, Corporate Secretary**

\_\_\_\_\_  
**Date**