

## Minutes of the January 09, 2014 Meeting of the Board of Directors

<b>MEETING DATE</b>	January 9, 2014	<b>LOCATION:</b>	MH LHIN Office 700 Dorval Drive, Suite 503 Oakville, ON L7M 4W1
<b>ATTENDANCE</b>	<b>BOARD:</b> Graeme Goebelle – Chair Ron Haines – Vice-Chair Jackie Conant Shelagh Maloney Jason Wadden	<b>STAFF:</b> Bill MacLeod - CEO Paulette Zulianello Liane Fernandes Angela Jacobs Judy Bowyer Maureen Buchanan Brenda Smith - Recorder	<b>ABSENT WITH REGRETS:</b> Kim Piller

**MINUTES TO BE APPROVED BY THE BOARD:** March 6, 2014

**Call to Order**

Pursuant to public notice and a quorum being present, the meeting was called to order at 5:00pm with Graeme Goebelle in the Chair.

**1.0 Agenda & Declaration of Conflict of Interests**

The Chair called for any changes or declarations of conflict of interest in respect of any matters in the Agenda. No conflicts of interest were identified. The Chair called for a Motion to approve the Agenda as presented.

**MOTION**

It was moved by Jason Wadden and seconded by Jackie Conant that the meeting agenda be approved as presented.

**CARRIED**

**[Resolution: 2014-0109-01]**

**2.0 Approval of the Minutes from Past Meeting**

2.1 The Chair requested a motion for approval of the November 07, 2013 Board meeting minutes as circulated.

**MOTION:**

It was moved by Jackie Conant and seconded by Ron Haines that the minutes from the November 07, 2013 meeting of the Board of Directors be approved as provided in the meeting package.

**CARRIED**

**[Resolution: 2014-0109-02]**

**3.0 Business Arising**

3.1 No items were brought forth.

#### 4.0 Chair's Report

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##### FOR INFORMATION

- 4.1 The Chair drew members' attention to the Chair's Report included in the meeting package. The Chair provided an update on actions he has taken in an attempt to expedite the approval of new board members.

##### FOR APPROVAL

- 4.2 LHIN Conflict of Interest Rules – The Chair presented the final draft of the LHINs Conflict of Interest Rules for Board Approval. Discussion took place on the background of this item and the iterations that have previously taken place.

##### MOTION

It was moved by Ron Haines and seconded by Jackie Conant that the Mississauga Halton Local Health Integration Network [LHIN] Board of Directors approves the LHIN Conflict of Interest Rules for submission to the Conflict of Interest Commissioner for approval and posting pursuant to Section 59 of the Public Service of Ontario Act, 2006.

##### CARRIED

[Resolution: 2014-0109-03]

- 4.3 Authorization of the Certification of Board Compliance for the Q3 period of October 1, 2013 to December 31, 2013.

##### MOTION

It was moved by Jackie Conant and seconded by Jason Wadden that the submission of the Board Declaration of Compliance to the Minister be approved by the Mississauga Halton LHIN Board of Directors.

##### CARRIED

[Resolution: 2014-0109-04]

#### 5.0 Board Work Plan

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Outstanding and upcoming items on the Board Work Plan were reviewed. Board members were advised that the LHIN is on track to complete all outstanding items by fiscal year end. However some items may be delayed if the appointments of the new Board members are delayed. Work is currently being done to simplify the work plan and this revised version will be taken to the next Governance & Community Nominations Committee meeting for review and recommendation to the Board.

#### 6.0 MH LHIN Operations

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##### FOR INFORMATION

##### 6.1 CEO Report to the Board:

Reference was made to the December CEO Report provided in the meeting package. Board members were advised of 3 areas that are not meeting their performance targets and what activities are underway to address them. Since the preparation of the report 2 new items have been identified 1. Central West LHIN has received the letter from the Ministry confirming the eHealth funding. 2. The Provincial Life or Limb Policy – notification was received today from Dr. Bernard Lawless at Health Quality Ontario advising that the policy will be implemented effective January 13. This policy sets a new level of standard for the expectation of hospitals to receive a patient and take whatever extraordinary steps are necessary to accommodate the patient. It was noted that there will be a need for a new policy for reverse referrals within a 48 hour target. The Ministry will establish a policy through Critical to monitor this situation. Discussion took place specific to referrals that are taking place within the MH LHIN to hospitals outside our boundaries.

- 6.2 2014-17 M-SAA Overview – The presentation provided in the meeting package addressed the process of creating new forms of agreements. At the Mississauga Halton LHIN the CEO has been granted the authority to sign new forms of agreements and thus the CEO has approved these changes on behalf of the Mississauga Halton LHIN.

## FOR APPROVAL

- 6.3 CEO Certificate of Compliance – The Chair presented for approval the CEO Certificate of Compliance as provided in the meeting package. The CEO advised that the HIROC issue is still outstanding and being looked at by the Ministry. It was pointed out that on Appendix A of this document, the date shown for Exception 1 related to HIROC is not reflective of the initial date when the Board was notified of this exception. The CEO agreed to have the original date of notification added along with the November 7, 2013 date when the Board was notified of the revision to this item.

### **MOTION:**

It was moved by Ron Haines and seconded by Jason Wadden that the CEO Certificate of Compliance be approved as amended.

**CARRIED**

**[Resolution: 2014-0109-05]**

## 7.0 Audit & Finance Committee

### FOR INFORMATION:

- 7.2 Funding Summary: The Funding Summary, as at October 31, 2013 was reviewed and several key areas were highlighted for the Board members information.
- 7.3 Detailed Agency Risk Assessment Tool – this tool was discussed at the last Audit & Finance Committee meeting. Those items identified as risks were looked at and it was agreed these items are to be re-evaluated by staff as to their level of risk and brought back to the Audit & Finance Committee for further review.
- 7.4 Q2 HSP Year-End Forecast – any Health Service Providers with a surplus will return be returning those surplus amounts to the LHIN. The projected amount to be received is \$1M.
- 7.5 HHS Analysis of Q2 Results & Year-End Forecast – Board members were advised that discussion has taken place with executives at Halton Healthcare Services (HHS) around their projected deficit, which is attributed to the 3 year period of transfer from one funding formula to another. At the end of this 3 year transition period, HHS will benefit from the new funding formula and will be able to return to a balanced budget. In the interim the LHIN is taking steps to assist with this situation.
- 7.6 Ministry Funding Request for HHS – moved to the closed session for discussion.

### FOR APPROVAL:

- 7.1 Finance Management Report – The Committee Chair referred members to the report provided in the meeting package. He advised there is currently a small surplus on operations. A balanced budget is still being targeted for year end.

### **MOTION:**

It was moved by Ron Haines seconded by Jason Wadden that the Mississauga Halton LHIN Board of Directors accept the Finance Management Report as provided in the meeting package.

**CARRIED**

**[Resolution: 2014-0109-06]**

- 7.7 Operating Statement & Balance Sheet: The MH LHIN Operating Statement and Balance Sheet as at November 30, 2013 was reviewed and the following motion tabled:

### **MOTION:**

It was moved by Ron Haines and seconded by Jackie Conant that the MH LHIN Draft Operating Statement & Balance Sheet as at November 30, 2013 be approved as presented in the meeting package.

**CARRIED**

**[Resolution: 2014-0109-07]**

## 8.0 Governance & Community Nominations Committee

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### 8.1 Governance & Community Nominations Committee Report –

The Committee Chair advised that work has been done to enhance the Board member orientation material. Board members were requested to provide feedback to the Committee on this new material. The Board Goals will be reviewed. A call has been scheduled for January 13 with KMPG and a report will be brought back to the Board. Board members were also encouraged to review the list of proposed education sessions and to provide feedback and or suggestions for future education session topics. Emergency management/crisis response was raised at the last Committee meeting as an emerging issue. Board members were advised that this item will be discussed in Item 10.1 of this meeting.

#### **MOTION**

It was moved by Jason Wadden and seconded by Jackie Conant that the Governance & Community Nominations Committee Report be accepted by the Board.

**CARRIED**

**[Resolution: 2014-0109-08]**

- 8.2 MH LHIN Board and Chair Evaluation Surveys – Survey results for the Chair of the Board and the Board itself were provided in the meeting package for the Board member's information. The survey results showed a high degree of consistency between LHIN Management staff and Board members. The question was raised regarding the public disclosure of Board survey results in the form of a compilation/summary of comments for all LHINs. Discussion ensued around this question and Board members were advised that the intent of the survey was not to compile the various LHIN results into a single report.

## 9.0 Quality Committee

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- 9.1 Quality Report – The Quality Report provided an update from the last committee meeting. The next Governance to Governance session will have a quality focus. The CEO and President of Health Quality Ontario Joshua Tepper will be the guest speaker. Board members were advised that Quality Improvement Plan's will now be required for Community Care Access Centre's effective for the 2014-15 year & for Long-Term Care Homes for the 2015-16 year. This new requirement will be included in their respective M-SAA's.
- 9.2 Stocktake Report – This report is reviewed at each Committee meeting. Excerpts of the report were the LHIN is not meeting the performance targets were provided in the Board meeting package for Board members information.
- 9.3 HQO Common Quality Agenda – A report from Health Quality Ontario was provided in the meeting package for Board members information.

#### **MOTION**

It was moved by Ron Haines and seconded by Jason Wadden that the Quality Committee Report be accepted by the Board.

**CARRIED**

**[Resolution: 2014-0109-09]**

## 10.0 Strategic Discussion

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### **FOR INFORMATION:**

- 10.1 LHINs Role in Emergency Planning & Management – The CEO provided introductory remarks on this item for the Board members awareness. It was noted that the Ministry has provided Emergency Planning & Management training to staff from each LHIN. A presentation on Emergency Management for LHINs was provided for Board members information and a facilitated discussion was then conducted as to what Board members see as the LHIN role in this process. Concerns were raised as to the lack of information related to local conditions that was provided during the recent ice storm to areas outside the city of Toronto proper and who should the Health Service Provider's report to in emergency conditions - the Ministry of Health or the LHIN or both. There was general agreement that the LHINs role should be to ensure that our Health Service

Providers have an adequate disaster/emergency plan in place. The LHIN staff will report back to the Board on future developments in this area.

**FOR APPROVAL:**

- 10.2 LAMP – the Briefing Note provided in the meeting package was reviewed and presented to Board members for their approval in principle. Board members were provided with details around the work being done with LAMP and the Toronto Central LHIN. The Mississauga Halton LHIN will implement an M-SAA with LAMP. This will allow the Mississauga Halton LHIN to expand an existing Community Health Centre [CHC], LAMP, into their geographic region, allowing for more strategic involvement in primary care. The LAMP CHC model of care includes community development and services including those provided to uninsured residents.

**MOTION:**

It was moved by Jackie Conant and seconded by Jason Wadden that the Mississauga Halton LHIN Board of Directors approve in principle to enter into a Multi-Sector Service Accountability Agreement (M-SAA) with LAMP Community Health Centre [CHC] effective April 1, 2014 based on the Ministry allocation related to LAMP CHC services delivered within the Mississauga Halton LHIN.

**CARRIED**

**[Resolution: 2014-0109-10]**

11.0 Integration Activities

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- 11.1 Integration Report – the report provided in the meeting package provided Board members with an update on all integration activities taking place within the Mississauga Halton LHIN. It was noted that completed activities have been included in this report for Board members information at this time but will not be included in future reports and will be archived.

12.0 Closed Session

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**MOTION:**

It was moved by Ron Haines and seconded by Jackie Conant that pursuant to s9(5) of the Local Health Integration Act of 2006, the January 09, 2014 Mississauga Halton LHIN Board Meeting move into Closed Session to discuss items noted in the Closed Session List.

**CARRIED**

**[Resolution: 2014-0109-11]**

On motion the meeting was returned to Open Session.

13.0 Meeting Adjournment

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**MOTION:**

It was moved by Ron Haines and seconded by Jackie Conant that the January 09, 2014 meeting of the Mississauga Halton LHIN be adjourned, with the next regularly scheduled meeting to be held on March 06, 2014 at the Mississauga Halton LHIN office at 700 Dorval Drive, Suite 503 in Oakville ON, or an offsite location, to be determined.

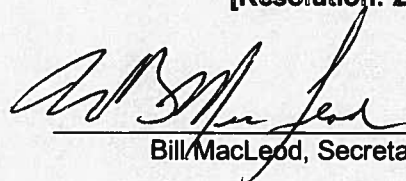
**CARRIED**

**[Resolution: 2014-0109-15]**



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Graeme Goebelle, Chair



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Bill MacLeod, Secretary

