

**MINUTES OF PROCEEDINGS**

**NORTH EAST LOCAL HEALTH INTEGRATION NETWORK  
BOARD OF DIRECTORS MEETING**

**JANUARY 16, 2019  
9:00 AM**

**PARTICIPANTS:**

**BOARD OF DIRECTORS:**

- Ron Farrell, Board Chair
- Kim Morris, 1<sup>st</sup> Vice Chair
- Judy Koziol, 2<sup>nd</sup> Vice Chair
- Denis Berube, Board Member
- Betty Stone, Board Member
- Anne Stewart, Board Member
- Petra Wall, Board Member
- Mark Palumbo, Board Member
- Lorraine Dupuis, Board Member
- Cheryl St-Amour, Board Member
- David Wolfe, Board Member

**STAFF MEMBERS:**

- Carole Berthiaume, Board Secretary (recorder)
- Jeremy Stevenson, CEO
- Kate Fyfe, VP of Performance and Accountability
- Terry Tilleczek, VP of Strategy and System Planning
- Dr. Paul Preston, VP of Clinical
- Cynthia Stables, Director of Communications and Patient Experience
- Kerby Audet, Acting VP of Home and Community Care

**REGRETS:**

- Cathy Bailey, VP of Human Resources, Finance and Corporate Services

AGENDA ITEM	DISCUSSION	ACTION	RESPONSIBLE
<p><b>ITEM 1.0 CALL TO ORDER</b></p>	<p>Board Chair, Ron Farrell, called the meeting to order at 9:05 am.</p>		
<p><b>ITEM 2.0 DECLARATION OF CONFLICT OF INTEREST</b></p>	<p>Petra Wall declared a possible conflict due to a rental agreement her spouse has signed with the Health Science North.</p> <p>Cheryl St-Amour declared a possible conflict due to her spouse's role as Chair of the Seizure and Brain Injury Centre in Timmins.</p> <p>Kim Morris declared a possible conflict due to her participation on the Personal Support Worker Task Force.</p> <p>Should a conflict arise during the meeting, Members will refrain from discussions and/or decisions on matters relating to their conflicts.</p>		
<p><b>ITEM 3.0 APPROVAL OF AGENDA</b></p>	<p>The agenda was approved as presented.</p> <p><i>{Motion 2019-BD0001}</i></p>		

	<p><i>BE IT RESOLVED THAT: The agenda for the Board of Directors meeting of January 16, 2019 be approved as presented.</i></p> <p><i>MOVED BY: <u>Judy Koziol</u></i> <i>SECONDED BY: <u>Betty Stone</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>ITEM 4.0 CONCENT AGENDA</b></p>	<p>The consent agenda was approved as presented.</p> <p><i>{Motion 2019-BD0002}</i></p> <p><i>BE IT RESOLVED THAT: The consent agenda for the Board of Directors meeting of January 16, 2019 be approved as presented including:</i></p> <p><i>4.1 Board Attendance</i> <i>4.2 Board Workplan 2018-19</i> <i>4.3 Approval of Minutes of Board Meetings Held on:</i></p> <ul style="list-style-type: none"> <li><i>• November 21, 2018</i></li> <li><i>• December 13, 2018</i></li> </ul> <p><i>4.4 Hospital Working Funds Initiative 2018-19 Q2 Report</i></p> <p><i>MOVED BY: <u>Kim Morris</u></i> <i>SECONDED BY: <u>Betty Stone</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>ITEM 4.5 FUNDING INVESTMENT ADJUSTMENTS</b></p>	<p>A Funding Investment Adjustment report was included with the meeting package providing an overview of NE LHIN investment adjustments by sector for the period ending December 31, 2018. The report outlines the investments made to date, additional funding received from the Ministry, as well as information demonstrating the sector and health service provider distribution of opening annualized allocations and additional transactions processed to date.</p> <p><i>{Motion 2019-BD0003}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board of Directors receive and approve the Funding Investment Adjustments Report as presented at the January 16th, 2019 Board meeting.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Anne Stewart</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		

<p><b>ITEM 4.6 ATTESTATION OF COMPLIANCE</b></p>	<p>The Board approved the Attestation of Compliance for the period of October 1, 2018 to December 31, 2018. An attestation along with schedule A were provided in the meeting package.</p> <p><i>{Motion 2019-BD0004}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board of Directors approve the Attestation of Compliance for the period of October 1, 2018 to December 31, 2018.</i></p> <p><i>MOVED BY: <u>Mark Palumbo</u></i> <i>SECONDED BY: <u>Lorraine Dupuis</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>ITEM 4.7 CAPITAL FUNDING SUBMISSIONS</b></p>	<p>The Board endorsed Kirkland and District Hospital and West Nipissing General Hospital combined Stage 1 and 2 CT capital projects. The approval will allow each hospital to move forward with their submissions to the Ministry of Health and Long Term Care. Installing and operating these additional CT scanners will help to improve access to care for people living in these communities.</p> <p><i>{Motion 2019-BD0005}</i></p> <p><i>BE IT RESOLVED THAT: The NE LHIN Board of Directors endorses Kirkland and District Hospital Stage 1 &amp; Stage 2 capital submission for a CT Scanner (renovation required for installation) dated January 2019.</i></p> <p><i>MOVED BY: <u>David Wolfe</u></i> <i>SECONDED BY: <u>Judy Koziol</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p> <p><i>{Motion 2019-BD0006}</i></p> <p><i>BE IT RESOLVED THAT: The NE LHIN Board of Directors endorses West Nipissing General Hospital Stage 1 &amp; Stage 2 capital submission for a CT Scanner (renovation required for installation) dated January 2019.</i></p> <p><i>MOVED BY: <u>Judy Koziol</u></i> <i>SECONDED BY: <u>David Wolfe</u></i></p>		

	<p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>ITEM 4.8 APPROVAL OF SERVICE ACCOUNTABILITY AGREEMENTS</b></p>	<p>The Board approved the Hospital Service Accountability Agreement (HSAA), Long-Term Care Home Service Accountability Agreement (LSAA) and the Multi-Sector Service Accountability Agreement (MSAA) templates.</p> <p>The LHIN holds 25 HSAA's. Although there are no changes to the HSAA template itself an amending agreement was required as the schedules were refreshed for 2019-20.</p> <p><i>{Motion 2019-BD0007}</i></p> <p><i>BE IT RESOLVED THAT: The proposed Hospital Service Accountability Agreement for 2018-20 Amending Agreement template for the period from April 1, 2019 to March 31, 2020, to be made as of April 1, 2019, be approved as presented to the NE LHIN Board.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Mark Palumbo</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p> <p>Changes made to the LSAA template include:</p> <ul style="list-style-type: none"> <li>• an updated background section that references the unique role of municipalities;</li> <li>• an updated provision related to disposition to be consistent with the MSAA;</li> <li>• added provision related to "factors beyond a health service providers control" to be consistent with the HSAA; and</li> <li>• an updated provision related to acknowledgment of LHIN support to add clarity and be consistent with the HSAA.</li> </ul> <p><i>{Motion 2019-BD0008}</i></p> <p><i>BE IT RESOLVED THAT: The proposed Long-Term Care Home Service Accountability Agreement-Multi-Homes April 1, 2019 to March 31, 2022 template, to be made as of April 1, 2019, be approved as presented to the NE LHIN Board to replace the current Long-Term Care Home Service Accountability Agreement-Multi-Homes April 1, 2018 to March 31, 2019 template.</i></p>		

*MOVED BY: Betty Stone  
 SECONDED BY: Kim Morris*

*{UNANIMOUSLY CARRIED}*

The NE LHIN holds 110 Multi-Sector Accountability Agreements (MSAA) with community health service providers in the Community Support Services, Community Mental Health and Addictions, and Community Health Centre sectors. Some of the changes include:

- an added provision related to factors beyond a health service providers control to be consistent with the HSAA;
- an updated repayment and recovery provision to clarify that the LHIN will act reasonably and consider the impact that a recovery will have on the health service provider;
- an added provision related to the process for recover of funding to add clarity regarding the process;
- an amended provision related to performance and payment to reflect that only a portion of the CEOs compensation is tied to performance; and
- a provision to address an Auditor General recommendation related to the need to arrange for another provider to take over the care of a complex patient in situations where a provider may wish to discharge the patient from the service but the patient requires comparable ongoing service.

*{Motion 2019-BD0009}*

*BE IT RESOLVED THAT: The proposed Multi-Sector Service Accountability Agreement April 1, 2019 to March 31, 2022 template, to be made as of April 1, 2019, be approved as presented to the NE LHIN Board to replace the current Multi-Sector Service Accountability Agreement April 1, 2018 to March 31, 2019 template.*

*MOVED BY: David Wolfe  
 SECONDED BY: Anne Stewart*

*{UNANIMOUSLY CARRIED}*

<p><b>ITEM 5.0 REPORT FROM THE BOARD CHAIR</b></p>	<p>In addition to ongoing work as well as regular pan-LHIN, ministry and Board meetings, Chair Farrell had several engagements with system partners over the past month. Some of the highlights include:</p> <ul style="list-style-type: none"> <li>• Attended a meeting of the Almaguin Board to develop a seniors' housing project.</li> <li>• Followed up on Board recommendations for new members with the Public Appointments Secretariat.</li> <li>• Participated via videoconference in the LHIN Chairs' Council planning session.</li> <li>• Met with new Board Members to provide orientation.</li> <li>• Met with Health Sciences North (HSN) Board Chair to discuss sunsetting the joint LHIN/HSN governance committee that was established to strategize on HSN's alternate level of care (ALC) pressures given that senior leaders from each organization are meeting regularly and moving forward on discussions. Both Chairs agreed that a joint governance committee will be put in place to provide oversight on the implementation of the 42 recommendations arising out of the (2018) Third Party Review of HSN.</li> </ul>		
<p><b>ITEM 6.0 REPORT FROM THE CHAIR OF GOVERNANCE COMMITTEE</b></p>	<p>The Chair of the Governance Committee provided an overview of the committee meeting held on January 15<sup>th</sup>.</p> <ul style="list-style-type: none"> <li>• NE LHIN and HSN Board Chairs agreed that the joint ALC governance committee will disband. A final report will be brought to both Boards in March and operations will take it over from this point forward. However, the Chairs would like to consider a similar joint governance committee to oversee the work related to the recommendations from the 3<sup>rd</sup> party review.</li> <li>• The Board Secretary will send out a survey to Board Members to help the Governance Committee prioritize upcoming education sessions for the Board.</li> <li>• A series of policies were due for review, however, they were put on hold and will be brought back to the committee following a review by Senior Team. In the meantime, If Members have questions for Staff they can send them by email</li> </ul>	<p>Send Survey to Board Members</p>	<p>Carole Berthiaume</p>

	<p>to the CEO, copying the Board Chair and Board Secretary.</p> <ul style="list-style-type: none"> <li>Staff will verify with LHIN Legal and other LHINs regarding the Code of Conduct Policy.</li> </ul>	<p>Follow-up with LHIN Legal and other LHINs re: policy</p>	<p>Kate Fyfe</p>
<p><b>ITEM 7.0 REPORT FROM THE CHAIR OF AUDIT COMMITTEE</b></p>	<p>The Chair of the Audit Committee provided an overview of the January 15<sup>th</sup> meeting. At which time, the Audit Committee reviewed its terms of reference, membership, 2018-19 balanced financial plan, October 31, 2018 Financial and Statistical Report, and BPS Oversight Framework.</p> <p>The Chair brought forward a resolution from the Audit Committee recommending to the Board the appointment of Deloitte LLP as auditor for the period of April 1, 2018 to March 31, 2019.</p> <p><i>{Motion 2019-BD0010}</i></p> <p><i>WHEREAS: HSSOntario on behalf of the 14 LHINs prepared an open procurement for a new pan-LHIN audit firm for a three year contract and upon recommendation from the evaluation team;</i></p> <p><i>BE IT RESOLVED THAT: The Board of Directors of the NE LHIN appoint Deloitte LLP as auditor to audit the accounts of the NE LHIN for the financial period of April 1, 2018 to March 31, 2019.</i></p> <p><i>MOVED BY: Denis Berube</i> <i>SECONDED BY: Betty stone</i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>ITEM 8.0 REPORT FROM THE CHAIR OF QUALITY COMMITTEE</b></p>	<p>The Chair of the Quality Committee provided an update on the Pan-LHIN Quality Table. She noted that the Quality webinar provided in November is now available. The group recently held a meeting to discuss where the committee goes next and how they can best support the LHINs. Suggestions brought forward included transitions of care and overflow in nursing homes. She noted bringing forward information regarding dual diagnostics. She feels that maybe the NE LHIN can leverage some information and action at the provincial level. She will undertake to keep the Board informed on this matter.</p> <p>The Board received and approved the Quality</p>		

	<p>Committee Workplan.</p> <p><i>{Motion 2019-BD0011}</i></p> <p><i>BE IT RESOLVED THAT: The NE LHIN Board of Directors approve the Quality Committee Workplan as presented at the January 16, 2019 Board meeting.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i>  <i>SECONDED BY: <u>Judy Koziol</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<b>ITEM 9.0 REPORT FROM THE CEO</b>			
<p><b>ITEM 9.1 PREMIER'S COUNCIL ON IMPROVING HEALTHCARE AND ENDING HAILWAY MEDICINE</b></p>	<p>Seeing there were questions on the Premier's Council, the CEO secured key messaging presented to the LHIN CEOs. A 3 page document was provided with the meeting package.</p> <p>The CEO explained that the Ministry's focus will continue on the review of "Ending Hallway Medicine". LHIN CEOs are involved at the premier council's sub-committee level. As for the Ministry's agency review, namely the LHINs and addressing strategic priorities, discussions on ending hallway medicine range from interim beds to making changes to Home and Community Care. A draft report is expected to be shared towards the end of January or early February.</p>		
<p><b>ITEM 9.2 INDIGENOUS PRIORITY FILE</b></p> <p><b>LOCAL ABORIGINAL HEALTH COMMITTEE (LAHC)</b></p>	<p>In support of the North East LHIN's Aboriginal Health Care Reconciliation Action Plan, the NE LHIN has been offering two types of Indigenous Cultural Safety training:</p> <ul style="list-style-type: none"> <li>• an on-line module which aims to help participants better understand the history of Indigenous peoples, the legacy of residential schools and to learn approaches to deliver health services in a culturally safe manner; and</li> <li>• a one-day in-person session with George Couchie, a member of Nipissing First Nation and a Cultural Teacher.</li> </ul> <p>Both options are supported by the NE LHIN and free for Board Members, Staff and system partners.</p> <p>The Board confirmed that they are prepared to spend a day with George Couchie. Staff will look to schedule</p>		



	<p>a session in conjunction with another meeting. The Board passed a motion confirming its commitment to cultural competency and safety training.</p> <p><i>{Motion 2019-BD0012}</i></p> <p><i>Whereas the NE LHIN continues to work in partnership with the Local Aboriginal Health Committee (LAHC) to implement the 25 calls to action in the NE LHIN Aboriginal Health Care Reconciliation Action Plan, the NE LHIN Board of Directors is committed in principle to participate in cultural competency/safety training.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i>  <i>SECONDED BY: <u>Kim Morris</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p> <p>Board Director Petra Wall reported back on discussions held at a meeting of the NE LHIN’s Local Aboriginal Health Committee in November (2018) and confirmed her attendance at a February strategy session between the NE LHIN CEO and members of the LAHC. The objective of the session is to confirm next steps in working together to increase access to care for Indigenous Northerners.</p>		
<p><b>ITEM 9.3 SPECIAL NEEDS STRATEGY – TRANSITION OF SCHOOL REHABILITATION SERVICES</b></p>	<p>In response to feedback received from families, the government is working closely with local service providers to improve the delivery of school-based rehabilitation services. These improvements will support a more seamless service experience as children start school or move between service providers, in settings that best meet their needs, regardless of where they live or who delivers the services. A key step towards building a seamless and integrated continuum of child-centred services and supports is consolidating responsibility for provision of services within agencies focused on the special needs of children and youth and their families.</p> <p>Across the province, services and funding were transitioned from the LHINs to the children's treatment centres for the delivery of physiotherapy, occupational therapy and speech-language pathology (school-based rehabilitation services) in publicly-funded schools.</p>		

	<p>In December 2018, the North East LHIN transferred its school-based rehabilitation services (speech-language pathology, occupational therapy, physiotherapy) in publicly-funded schools to Cochrane Temiskaming Children’s Treatment Centre, NEO Kids Children’s Treatment Centre, and ONE Kids Place Children’s Treatment Centre. Students (or their parents or guardians), whose school-based rehabilitation services were transferred were informed in writing.</p> <p>LHINs continue to be responsible for the delivery of other services students may be receiving at school and/or at home.</p>		
<p><b>ITEM 9.4 FRENCH LANGUAGE SERVICES (FLS) PRIORITY PLAN</b></p>	<p>Diane Quintas, Executive Director of the Réseau du mieux-être francophone du Nord de l'Ontario, and Carol Philbin Jolette, NE LHIN Director of the Coast Sub-Region and Population Equity, jointly presented on Active Offer plan for French Language Services. Training modules on Active Offer, were created by the Réseau in partnership with the NE LHIN. The planning group were looking for the Boards endorsement of the Active Offer training to all NE LHIN staff in the coming year. Additionally, the Réseau and NE LHIN wish to work in partnership with health service providers in the North East to roll out Active Offer training.</p> <p>A board member raised concerns that forcing new hires to engage in training, as presented for cultural or active offer purposes, may constitute a condition of employment; and forcing existing staff to engaged in said training may in fact alter their job descriptions. The member cautioned staff that this training may not fit with current CBAs where unionized staff are concerned. The board felt that mandatory training may have impacts on job descriptions, conditions of hire, or the appearance of unilateral changes to collective bargaining agreements.</p> <p>Staff confirmed that an HR or legal opinion had not been sought. While the board agreed “in principle” with the concept of the training, until their concerns were addressed, staff were instructed not to move forward with implementation of the FLS and Indigenous cultural competency/safety training. The Board withdrew the resolution until questions could</p>	<p>Inquire with LHIN Legal and prov. HR Table</p>	<p>Jeremy Stevenson / Kate Fyfe</p>

	<p>be addressed by LHIN Legal. Staff also committed to bringing the plan the provincial HR table for discussion.</p>		
<b>ITEM 9.5 ACCREDITATION CANADA</b>	<p>The Board received a presentation on the NE LHIN’s progress and work as it prepares to undertake the Accreditation Primer on-site survey in May, 2019.</p>		
<b>ITEM 10.0 PROCEED TO CLOSED SESSION</b>	<p>Members of the Board proceeded to a closed session meeting at 12:20 pm.</p> <p><i>{Motion 2019-BD0013}</i></p> <p><i>BE IT RESOLVED THAT: “The members attending this meeting move into a Closed Session pursuant to the following exceptions of LHINS set out in s.9(5) of the Local Health Integration Act, 2006.”</i></p> <p><i>☒ Matters subject to solicitor client privilege</i></p> <p><i>BE IT FURTHER RESOLVED THAT; the following persons be permitted to attend:</i></p> <ul style="list-style-type: none"> <li>• <i>Carole Berthiaume</i></li> <li>• <i>Jérémy Stevenson</i></li> <li>• <i>Cynthia Stables</i></li> <li>• <i>Kate Fyfe</i></li> <li>• <i>Terry Tilleczek</i></li> <li>• <i>Paul Preston</i></li> <li>• <i>Kerby Audet</i></li> </ul> <p><i>MOVED BY: <u>Anne Stewart</u></i> <i>SECONDED BY: <u>Judy Koziol</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<b>ITEM 11.0 REPORT FROM CLOSED SESSION</b>	<p>Members of the Board received the report of its closed session meeting.</p> <p><i>{Motion 2019-BD0014}</i></p> <p><i>BE IT RESOLVED THAT: The Board of Directors of the North East LHIN receive the report of its closed session meeting of January 16, 2019.</i></p> <p><i>MOVED BY: <u>David Wolfe</u></i> <i>SECONDED BY: <u>Mark Palumbo</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		

<p><b>ITEM 12.0 ADJOURNMENT OF BOARD MEETING</b></p>	<p>With no further business to discuss, the Board meeting was adjourned at 4:02 pm.</p> <p><i>{Motion 2019-BD0015}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board of Directors meeting of January 16, 2019 be adjourned at 4:02 pm.</i></p> <p><i>MOVED BY: <u>Petra Wall</u></i> <i>SECONDED BY: <u>Lorraine Dupuis</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
--	--	--	--



Jerémy Stevenson, CEO  
2019-04-30