

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

**APRIL 11<sup>th</sup>, 2018**

**MINUTES OF PROCEEDINGS**

**BOARD OF DIRECTORS:**

- Ron Farrell, Chair
- Kim Morris (left at 2:00 pm)
- Anne Stewart
- Betty Stone
- Denis Bérubé
- John Febbraro
- Mark Palumbo
- Petra Wall (left at 2:36 pm)
- Lorraine Dupuis (left at 2:33 pm)
- Cheryl St-Amour

**RECORDING SECRETARY:**

- Carole Berthiaume

**NE LHIN STAFF MEMBERS:**

- Jeremy Stevenson
- Kate Fyfe
- Cynthia Stables
- Terry Tilleczek
- Paul Preston (by TC)
- Cathy Bailey
- Richard Joly

**GUESTS:**

- Sherry Frizzell
- Gary Sims

AGENDA ITEM	DISCUSSION	ACTION	RESPONSIBLE
<b>1.0 Call to Order</b>	<p>The North East LHIN Board of Directors meeting was called to order at 9:00 am.</p> <p>The North East LHIN Board of Directors met in Sudbury. Two new Board members were welcomed to the NE LHIN Board - Lorraine Dupuis, from Sudbury, and Cheryl St-Amour, from Timmins for a three year term starting through a provincial Order-in-Council. A long-time resident of Sudbury, Dupuis is a retired teacher of 33 years with the Sudbury Separate School Board. She has been active on numerous Boards and committees, including ten years as a Member of both Science North and the Ontario Film Boards. St-Amour, a Certified Management Accountant, currently works as a Plant Systems Support Manager for Ontario Power Generation. She has extensive past experience working in a variety of managerial roles in both the public and private sectors.</p>		
<b>2.0 Declaration of Conflict of Interest</b>	No conflicts were declared.		
<b>3.0 Approval of Agenda</b>	<p>The agenda was approved as presented.</p> <p><i>{Motion 2018-BD0035}</i></p>		

	<p><i>BE IT RESOLVED THAT: The agenda for the Board of Directors meeting of April 11<sup>th</sup>, 2018 be approved as presented.</i></p> <p><i>MOVED BY: <u>Kim Morris</u></i> <i>SECONDED BY: <u>John Febraro</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>4.0 Patient Story</b></p>	<p>A <a href="#">video</a> was presented, following Betty’s journey through the Home and Community Care system in the North East. Betty is not a real patient but the compilation of several Home and Community Care patients. Her story was developed by the One Client One Plan (OCOP) core project team made up of NE LHIN, Independence Centre and Network (ICAN) and March of Dimes Canada staff as a way for providers to examine the current fragmented state of Home and Community Care and create a sense of empathy for clients who must navigate the system to find the services they require.</p> <p>This video was originally used to launch the OCOP project at the Betty’s Journey Workshop held on March 27<sup>th</sup> and 28<sup>th</sup> in Sudbury. Approximately 120 Home and Community Care Leaders as well as the NE LHIN’s Patient and Family Advisory Committee took part in the workshop. On the first day, 15 scenes from Betty’s Journey were used to help map out the current state. Participants then examined specific processes, identifying issues, needs and strengths as well as ideas for improvement.</p>		
<p><b>5.1 ONE Client ONE Plan</b></p>	<p>Richard Joly, VP of Home &amp; Community Care and Sherry Frizzell, Regional Home and Community Care Planning, presented an overview of the OCOP project.</p> <p>The OCOP project plan includes:</p> <ul style="list-style-type: none"> <li>• Centralized intake</li> <li>• A standard process and tool for identifying available services</li> <li>• Standard Home and Community assessments</li> <li>• Standard approach to coordination and support in the delivery of HCC services</li> </ul> <p>Benefits of the project will include:</p> <ul style="list-style-type: none"> <li>• One number to for the client to call to access all NE LHIN funded home and community care services.</li> <li>• Client only needs to tell his/her story once to benefit from coordinated care, focused on their needs.</li> <li>• Privacy will continue to be highly respected and upheld.</li> </ul>		

	<ul style="list-style-type: none"> <li>• Client will have one care plan that all home and community care providers can access within their circle of care.</li> <li>• With the OCOP, the client won't get lost trying to find the care they need.</li> <li>• Client will receive programs and services, based on their needs and eligibility, seamlessly without being transferred or discharged from programs or providers.</li> </ul> <p>The ultimate goal of the project is to achieve one client - one plan, as one system of Home and Community Care in the North East.</p>		
<p><b>5.2 Digital Health Strategy ONE Initiative</b></p>	<p>ONE is a joint project involving the North East LHIN and 24 hospitals across our region. The project vision is a “one person, one record, one system” approach that will use common technology, an integrated electronic medical record system, and clinical standards based on hospital best practices.</p> <p>This year, ONE is starting its first wave of transforming patient care, beginning with the creation of a new Health Information System at North Bay Regional Health Centre, Sault Area Hospital, and West Parry Sound Health Centre. When ONE is fully implemented, patients and care providers will benefit from a world-class system, as Northeastern hospitals become one of only a few regional health care networks to use a single Health Information System.</p> <p>ONE is much more than a technology project. What makes it such a powerful initiative is that it is ultimately about transforming the delivery of hospital care. It's about reducing harm and increasing positive health outcomes for patients. It's about improving and saving lives.</p> <p>ONE will help make delivering quality care more seamless. It supports improvements in patient care and safety by linking regulated health care professionals with up-to-date patient information.</p> <p>Patients everywhere will benefit from access to consistent, high-quality care. And with one record per person, they won't have to repeatedly tell their story or undergo duplicate tests and procedures.</p> <p>ONE is a major change and progress would not be possible without significant ongoing investments and efforts from Northeastern Ontario hospitals. I commend the leadership of our hospitals for their support and cooperation.</p>		

	<p>Although the 24 hospitals in our LHIN will be implementing ONE at different times, it is the on-going collaborative work towards a common vision that will make the project a success. As witness every day, digital health has the power to help us better track, manage, and improve our and our families' health. It helps us live better and more productive lives.</p> <p>It's exciting that the North East LHIN and our hospital partners are leading the way in embracing the full potential of digital health. We have come together to help build a better system for Northerners and to contribute to a larger provincial collaborative with the vision of "one patient, one record" becoming a reality across the province.</p> <p>Together, we are embarking on a journey that will lead to better outcomes with respect to the prevention, prediction, management, and diagnosis of disease.</p>		
<p><b>6.0 Approval of Consent Agenda</b></p>	<p>The consent agenda was approved as presented.</p> <p><i>{Motion 2018-BD0036}</i></p> <p><i>BE IT RESOLVED THAT: The consent agenda for the Board of Directors meeting of Wednesday, April 11<sup>th</sup>, 2018 be approved as presented including:</i></p> <p><i>6.1 Board Attendance</i>  <i>6.2 Board Community Engagement</i>  <i>6.3 Approval of minutes of board meeting held on March 7, 2018</i>  <i>6.4 Board Work Plan</i>  <i>6.5 Funding Investment Adjustment</i>  <i>6.6 Attestation of Compliance Q4</i>  <i>6.7 Attestation of Compliance Yearly Submission (April 1, 2017 to March 31, 2018)</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i>  <i>SECONDED BY: <u>Denis Bérubé</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>7.0 Report from the Chair</b></p>	<p>A Chair's report was included with the meeting package. No questions or clarifications were required during the meeting.</p>		
<p><b>8.0 Report from the Quality Committee</b></p>	<p>Betty Stone, Chair of the Quality Committee, provided an overview of the Quality Committee meeting held on April 10<sup>th</sup>, 2018.</p> <p>The Quality Committee recommended to the Board that they approve the Quality Committee Terms of Reference as</p>		

	<p>presented at their April 10<sup>th</sup> meeting. The following resolution was passed.</p> <p><i>{Motion 2018-BD0037}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board of Directors approve the Terms of Reference for the Quality Committee as presented at the April 10<sup>th</sup>, 2018 meeting.</i></p> <p><i>MOVED BY: <u>Mark Palumbo</u></i>  <i>SECONDED BY: <u>John Febbraro</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p> <p>The report of the Quality Committee meeting held on April 10, 2018 was unanimously approved by the Board.</p> <p><i>{Motion 2018-BD0038}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board of Directors approve the report from the Quality Committee meeting held on April 10<sup>th</sup>, 2018.</i></p> <p><i>MOVED BY: <u>Petra Wall</u></i>  <i>SECONDED BY: <u>Denis Bérubé</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>9.0 Report from the Governance Committee</b></p>	<p>Kim Morris, Chair of the Governance Committee, provided an overview of the Governance Committee meeting held on April 10<sup>th</sup>, 2018.</p> <p>The Governance committee recommended to the Board to approve the memberships of the Governance, Quality, Audit and Community Nominations Committees. The following motion was unanimously approved.</p> <p><i>{Motion 2018-BD0039}</i></p> <p>BE IT RESOLVED THAT: Governance Committee recommends that the Board of Directors approve the membership of the Audit Committee as presented at the April 10, 2018 meeting. The Audit Committee Membership will include Denis Bérubé as Chair, John Febbraro as Vice-Chair, Betty Stone, Anne Stewart, Cheryl St-Amour and Ron Farrell.</p> <p>BE IT FURTHER RESOLVED THAT: Governance Committee recommends that the Board of Directors approve the membership of the Quality Committee as amended at the April 10, 2018</p>		

	<p>meeting. The Quality Committee membership will include Betty Stone as Chair, Petra Wall, as Vice-Chair, John Febbraro, Mark Palumbo, Anne Stewart, Lorraine Dupuis and Ron Farrell.</p> <p>BE IT FURTHER RESOLVED THAT: Governance Committee recommends that the Board of Directors approve the membership of the Governance Committee as presented at the April 10, 2018 meeting. The Governance Committee membership will include Kim Morris as Chair, Betty Stone as Vice-Chair, Denis Bérubé, John Febbraro, Mark Palumbo, Petra Wall, and Ron Farrell.</p> <p>BE IT FURTHER RESOLVED THAT: Governance Committee recommends that the Board of Directors approve the membership of the Community Nominations Committee as amended at the April 10, 2018 meeting. The Community Nominations Committee membership will include Kim Morris as Chair, Betty Stone as Vice-Chair, Denis Bérubé, John Febbraro, Mark Palumbo, Petra Wall and Ron Farrell.</p> <p style="text-align: center;"><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Mark Palumbo</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p> <p>A Board Member nominated Betty Stone as 2<sup>nd</sup> Vice-Chair for the NE LHIN Board of Directors. Betty accepted the nomination, however she expressed that she will require special accommodations. The resolution was unanimously approved by the Board. The Board Chair will send a recommendation letter to the Ministry and keep the Board updated as he receives information.</p> <p><i>{Motion 2018-BD0040}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board of Directors approve the nomination of Betty Stone as 2<sup>nd</sup> Vice-Chair of the Board.</i></p> <p style="text-align: center;"><i>MOVED BY: <u>Denis Bérubé</u></i> <i>SECONDED BY: <u>Kim Morris</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p> <p>The report of the Governance Committee meeting held on April 10, 2018 was unanimously approved by the Board.</p> <p><i>{Motion 2018-BD0041}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board of Directors approve the report from the</i></p>	<p style="text-align: center;">Send Recommendation letter to Ministry</p>	<p style="text-align: center;">Ron Farrell / Carole Berthiaume</p>
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	<p><i>Governance Committee meeting held on April 10<sup>th</sup>, 2018.</i></p> <p><i>MOVED BY: <u>Mark Palumbo</u></i>  <i>SECONDED BY: <u>John Febbraro</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>10.0 Report from the CEO</b></p> <p>10.1 Senior Leadership Team Report</p>	<p>The North East was among the first LHINs to observe that contracted Service Provider Organizations were experiencing difficulties in providing the amounts of PSW service. On March 27<sup>th</sup>, the North East LHIN supported a series of Home and Community Care Recruitment &amp; Information Events, with the help of Care Partners, in 15 communities across the region to help recruit personal support and other home care workers.</p> <p><u>Address root causes of health inequities by strengthening social determinants of health:</u>  We have established a cultural mindfulness program beginning at North Bay Regional Health Centre to establish awareness of Indigenous culture and values with frontline health workers. This will be spread across the NE LHIN and staff members who successfully complete the course will have an indicator/icon on their hospital badge.</p> <p><u>Improve access to primary care &amp; reduce wait times for specialist care, mental health and addictions, home and community, acute care:</u>  We are working in partnership to develop a Health Human Resources Capacity Assessment Tool which will be standardized method of determining capacity and need based on CIHI data for all LHINs.</p> <p><u>Break down silos between sectors and providers to ensure seamless transitions for patients:</u>  The NE LHIN presented at the LHIN Best Practice Forum hosted by the MOHLTC which focused on new short term transitional care models that are being implemented across the province. The aim is to improve patient flow and reduce rates related to Alternate Level of Care pressures. Support innovation by delivering new models of care and digital solutions.</p> <p><u>Automated Provider Ordering:</u>  Pilot testing is underway with LHIN and CarePartners to allow community nurses to enter orders for medical supplies directly into the LHIN's CHRIS system remotely and</p>		

	<p>electronically. This prevents the need for faxed paper orders and prevents manual entry in to CHRIS by LHIN staff.</p> <p><u>Reduce burden of disease and chronic illness:</u>  There has been extensive work with community partners and MOHLTC officials in establishing and refining submissions for inter professional care teams to establish health equity clinics to serve marginalized patients with mental health and addiction issues, social inequities, and vulnerable housing who have longstanding poor or no access to primary care and so the remainder of the system.</p>		
Kirkland Lake District Hospital Pre-Capital Submission	<ul style="list-style-type: none"> <li>This item was deferred to the next meeting.</li> </ul>	Add item to next meeting agenda	Carole Berthiaume
Weeneebayko Area Health Authority Pre-Capital Submission	<ul style="list-style-type: none"> <li>This item was deferred to the next meeting.</li> </ul>	Add item to next meeting agenda	Carole Berthiaume
10.2 CEO Onboarding Plan – 60 day update	<ul style="list-style-type: none"> <li>A 60 day update of the CEO Onboarding plan was included with the meeting package.</li> </ul>		
10.3 Integrated Health Service Plan	<ul style="list-style-type: none"> <li>Cynthia Stables, Director of Communications and Patient Experience, provided an overview of the Integrated Health Services Plan (IHSP).</li> <li>The North East LHIN is required to develop a three year IHSP that identifies priorities for health system transformation efforts, leads the direction of the local health care system, and targets investments over the three-year planning cycle.</li> <li>Each IHSP is developed through extensive community engagement with health service providers, system partners, key stakeholders, communities, and the general public.</li> <li>The North East LHIN is now planning for the development of its fifth (IHSP5), which will outline strategic priorities for the three year period from April 1, 2019 to March 31, 2022.</li> <li>All IHSP5 communication efforts will be done under the tagline “Your Health, Your Voice, and Your Northeastern Ontario Plan”.</li> <li>Input from system partners and fellow Northerners will be sought over the next few months.</li> <li>Board Members, Betty Stone and Mark Palumbo will be members of the IHSP5 Steering Committee.</li> <li>The Board is responsible for final approval or endorsement of the plan and holds overall accountability for implementation of provincial directions.</li> </ul>		



<p><b>11.0 Proceed to Closed Session</b></p>	<p>Members of the Board proceeded to a closed session meeting at 11:12 am.</p> <p><i>{Motion 2018-BD0043}</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>☒ Labour relations</i> <i>☒ Matters subject to solicitor client privilege</i></p> <p><i>BE IT FURTHER RESOLVED THAT; the following persons be permitted to attend parts of the meeting:</i></p> <ul style="list-style-type: none"> <li>• <i>Carole Berthiaume</i></li> <li>• <i>Cathy Bailey</i></li> <li>• <i>Cynthia Stables</i></li> <li>• <i>Jérémy Stevenson</i></li> <li>• <i>Kate Fyfe</i></li> <li>• <i>Paul Preston</i></li> <li>• <i>Richard Joly</i></li> <li>• <i>Terry Tilleczek</i></li> </ul> <p><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Denis Bérubé</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>12.0 Report from Closed Session</b></p>	<p>Members of the Board received the report of the closed session and returned to the open meeting at 3:04 pm</p> <p><i>{Motion 2018-BD0044}</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 April 11<sup>th</sup>, 2018.</i></p> <p><i>MOVED BY: <u>John Febraro</u></i> <i>SECONDED BY: <u>Cheryl St-Amour</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
<p><b>13.0 Upcoming Meetings</b></p>	<p><b>Upcoming Meetings:</b></p> <ul style="list-style-type: none"> <li>• May 15<sup>th</sup> 9:00 am – Timmins</li> <li>• June 5<sup>th</sup> 9:00 am - North Bay</li> </ul>		
<p><b>14.0 Adjournment of Board Meeting</b></p>	<p>With no further business to discuss, the Board meeting was adjourned at 3:06 pm.</p>		

	<p><i>{Motion 2018-BD0045}</i></p> <p><i>BE IT RESOLVED THAT: The North East LHIN Board of Directors meeting of Wednesday, April 11<sup>th</sup>, 2018 be adjourned at 3:06 pm.</i></p> <p><i>MOVED BY: <u>Betty Stone</u></i> <i>SECONDED BY: <u>Cheryl St-Amour</u></i></p> <p><i>{UNANIMOUSLY CARRIED}</i></p>		
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*Approved on 2018-05-16*



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R.M. (Ron) Farrell  
Board Chair