

MINUTES OF THE BOARD OF DIRECTORS' MEETING

MARCH 26, 2018

10:00 a.m. to 1:00 p.m.

Boardroom, 210 Memorial Ave., Orillia

Board Members Present:	LHIN Staff Present:
Andy Ott	Jill Tettmann (CEO)
Andrea Butcher-Milne	Kathleen Bain
Barbara Dickson (Acting Chair)	Denise Balfe
Colleen Geiger	Jeff Kwan
Ernie Vaillancourt	Debbie Roberts
Ewelina Chwilkowska	Karen Taillefer
Jacques Boulet	Rebecca Van Iersel
Larry Saunders via telephone	Leanne Vincent
Ted Salisbury via telephone	Laura Scriver
Tim Withey	Neil Walker
Regrets:	Guests:
Kirsten Parker (Chair)	

Colleen Geiger joined the meeting via teleconference at 10 a.m.

Jill Tettmann joined the meeting at 10:20 a.m.

Board Education: Workplace Violence and Harassment

An education session was provided to the Board of Directors, highlighting the definitions and policies of the NSM LHIN around workplace violence and harassment. It was noted that Bills 168 and 132 were implemented following specific incidents of workplace violence and harassment.

T. Withey inquired about NSM LHIN's Whistleblowing policy and disclosure of information to the media. D. Balfe outlined the Whistleblowing policy and noted a separate policy regarding interactions with the media.

There were inquiries by Board members about policies addressing staff interaction outside of the organization (e.g. with clients, LGBT persons, Indigenous Peoples, etc.), and also relating to clients with discriminatory requests. D. Balfe indicated that this would be addressed during a future education session.

The Board of Directors expressed interest in receiving reports of any incidents in the workplace.

1.0 CONVENING OF THE MEETING

1.1 Call to Order

The Board meeting of March 26, 2018 was called to order at 10:15 a.m. with the meeting being legally constituted, with Board members having received adequate notice in accordance with the guidelines, with adequate posting to the public of the meeting and with a quorum present.

1.2 Approval of the Agenda

Motion: E. Vaillancourt Seconded: E. Chwilkowska

That the agenda of the NSM LHIN Board Meeting of March 26, 2018 be approved.

...carried

1.3 Declaration of Conflicts

There were no declarations of conflict noted.

1.4 Delegations to the Board

There were no delegations.

2.0 BY CONSENT – FOR APPROVAL

The below items were included in the consent agenda for approval of the NSM Board Meeting of March 26, 2018.

Note: Italicized items were removed from the consent agenda.

2.1 Minutes – Board of Directors – February 12, 2018

2.2 Minutes – Quality & Improvement Committee – January 8, 2018

2.3 Minutes – Quality & Improvement Committee – February 12, 2018

2.4 Minutes – Governance Committee – January 8, 2018

2.5 Minutes – Audit & Finance Committee – January 8, 2018

2.6 Minutes – Audit & Finance Committee – February 12, 2018

2.7 Hospital Service Accountability Agreement Three-Month Extensions

Motion: T. Withey

Seconded: A. Ott

That the NSM LHIN Board of Directors approve items 2.1 through 2.7 of the Consent Agenda of March 26, 2018.

...carried

3.0 BY CONSENT – FOR INFORMATION

The below items were included in the consent agenda for information of the NSM LHIN Board Meeting of March 26, 2018.

Note: Italicized items were removed from the consent agenda.

3.1 CEO Monthly Report

3.2 Action Log

3.3 Meeting Evaluation – February 26, 2018

3.4 Allocations by Sector – New Funding Update

3.5 Quality Improvement Progress Report 2017-18

Motion: J. Boulet

Seconded: E. Vaillancourt

That the NSM LHIN Board of Directors accept for information items 3.1 through 3.5 of the Consent Agenda of March 26, 2018.

...carried

4.0 REPORTS

4.1 Report of the Chair

B. Dickson noted attendance as Acting NSM LHIN Chair at the LHIN Chairs meeting in Toronto in March. Also noted were participation in a Ministry-LHIN Accountability Agreement discussion prior to LHIN approvals, a webinar regarding the upcoming Writ Period, and attendance at a funding announcement at Royal Victoria Hospital.

4.2 Report of the Directors

A. Ott also noted attendance on the Writ Period webinar and highlighted the caretaker role of the LHINs.

T. Withey noted attendance as a member of the public at a meeting between the District of Muskoka and MAHC taskforce.

A. Butcher-Milne noted monthly attendance at the Regional Falls Program and finds it educational. She also noted being interviewed recently by local news to raise awareness for the

MS Walk. There are five walks in the NSM LHIN area which collectively raise about \$250k for the Multiple Sclerosis Society.

4.3 Report of the Chief Executive Officer

J. Tettmann noted that it is nearing the end of the fiscal year and is a very busy time at the LHINs, highlighting discussions with hospitals regarding funding and the signing in March of over 70 Service Accountability Agreements. She further noted a funding announcement on March 23 that will enable hospitals to finish the year with balanced budgets, and the announcement of a \$2.1 billion investment over the next 4 years for mental health – the largest funding announcement for mental health by any government.

It was noted that the Executive Team will be in meetings over the next few days to determine priorities for the next 5 years and the structures that need to be put in place to accomplish goals.

5.0 BUSINESS ARISING

No Business Arising

6.0 COMMITTEE BUSINESS

6.1 Highlights of the Quality & Improvement Committee – March 12, 2018

C. Geiger provided an overview of the discussions that took place at the March 12, 2018 meeting, in particular around the discussions regarding the Quality Improvement Plan and the rationale for not including some indicators.

6.1.1 2018-19 Quality Improvement Plan

D. Roberts provided an overview of the rationale for chosen indicators and the 6 key areas of focus in the Quality Improvement Plan (QIP), which must be sent to Health Quality Ontario on or before March 31, 2018.

There were discussions about setting achievable targets to improve performance year over year, targets for Mental Health and success stories outside of those included in the QIP, such as cutting the 90th percentile wait time in half and the driving forces that led to the improvements.

It was noted that the families of palliative clients are now being surveyed after the client's passing regarding their healthcare experience. A. Ott inquired about the response rate to these surveys.

Action: D. Roberts to inquire about what is considered a statistically robust response rate.

Motion: C. Geiger

Seconded: A. Butcher-Milne

**That the NSM LHIN Board of Directors approve the 2018-19 Quality Improvement Plan (narrative and work plan) for submission to Health Quality Ontario by March 31, 2018.
...carried.**

6.1.2 Royal Victoria Regional Health Centre Pre-Capital Application for Linear Accelerator Expansion

N. Walker noted that demand for accelerators began in 2014, ahead of projections. This is due to community growth and increased cancer rates in the area. When space was built in 2012 room was left to add another accelerator at a later time. Demand now warrants the expansion.

Motion: E. Vaillancourt

Seconded: T. Withey

**That the NSM LHIN Board of Directors endorse the Pre-Capital submission by the Royal Victoria Regional Health Centre (RVH) to support the expansion of the linear accelerator program by adding a fourth linear accelerator within the Simcoe Muskoka Regional Cancer Program.
...carried.**

6.1.3 Health Link Funding for 2018-19 Fiscal Year and 2019-20 Fiscal Year

B. Van Iersel provided an overview of Health Links (HL) and the multi-year one-time funding issued to facilitate change management. There was a discussion about the qualitative and quantitative experience of the complex clients who use HL, as well as expectations for HL beyond 2020 (when current one-time funding ends).

Motion: J. Boulet

Seconded: A. Butcher-Milne

**That the NSM LHIN Board approve the Health Link Funding allocation for the 2018-19 Fiscal Year and 2019-20 Fiscal Year as outlined.
...carried.**

6.2 Highlights of the Audit & Finance Committee – March 12, 2018

A. Ott noted that much focus of the meeting of March 12 was on the budget presentation and identifying risk. A. Ott also noted that standing items (action log and work plan) had been added for future agendas to provide opportunity for discussion and review at each meeting.

6.2.1 Hospital Service Accountability Agreements for Waypoint Centre for Mental Health Care and Beechwood Private Hospital

J. Kwan provided an overview of the agreements and the ways the Hospital Service Accountability Agreements differ between acute and specialty hospitals. An update since the

committee meeting was also provided regarding two exceptions to the Waypoint agreement. Also noted was that the agreement for Beechwood Private Hospital would span 14 months rather than the standard 12 months due to the hospital's planned closure in May 2019.

Motion: A. Ott Seconded: A. Butcher-Milne

That the NSM LHIN Board of Directors:

- 1. Approve the 2018-19 funding, service volume and performance targets to be included in the Hospital Service Accountability Agreements for Beechwood Private Hospital and Waypoint Centre for Mental Health Care as outlined in Appendix A.**
- 2. Approve the following local obligations to be added to Beechwood Private Hospital's HSAA:**
 - The Hospital will adhere to all mandatory requirements for closure under relevant Ontario legislation and associated regulation including, but not limited to, the French Language Services Act.**
 - The Hospital will work with the LHIN and Ministry of Health and Long-Term Care (MOHLTC) to develop and execute a closure and patient transition plan for closure of the Beechwood hospital to be submitted no later than May 31, 2018.**
- 3. Approve the following local obligations to be added to Waypoint Centre for Mental Health Care's HSAA:**
 - Despite section 4.5.1(a) and (b) of this Agreement, the Hospital may utilize the Funding for the purpose of research and research projects, notwithstanding any MOHLTC or LHIN policy to the contrary, up to a maximum of \$2M per fiscal year;**
 - Despite section 12.4.1(a) G of this agreement, the Hospital may have a Commercial General Liability Insurance Policy within a fifteen-day written notice of cancellation, termination or material change. The hospital will work with its insurance provider in 2018-19 to amend the fifteen-day notice period to thirty-days.**
- 4. Delegates authority to the NSM LHIN CEO and Board Chair to execute the 2018-19 Hospital Service Accountability Agreements for Beechwood Private Hospital and Waypoint Centre for Mental Health Care.**

... carried.

6.2.2 Multi-Sector Service Accountability Agreements

J. Kwan provided an overview of the approved exceptions to the Multi-Sector Service Accountability Agreement (MSAA). Of all of the MSAA's, 24 had no exceptions, while 16 had exceptions. All exceptions were considered valid and approved by the LHIN.

A. Ott noted the number of variables that can affect providers achieving a balanced budget and applauded the organizations for being able to do so.

Motion: E. Vaillancourt Seconded: L. Saunders

That the NSM LHIN Board of Directors:

- 1. Approve the 2018-19 funding, service volume and performance targets to be included in the community sector health service providers' Multi-Sector Service Accountability Agreements as outlined in Appendix A; and,**
- 2. Approve the 2018-19 Community Health Centres sub-sector specific indicator targets as outlined in Appendix B; and,**
- 3. Approve the following local obligation to be added to Waypoint Centre for Mental Health Care's HSAA:**
 - a. Despite section 11.4(b)h of this Agreement, Waypoint may have a Commercial General Liability Insurance Policy with a fifteen-day written notice of cancellation or material change. Waypoint will work with its insurance provider in 2018-19 to amend the fifteen-day notice period to thirty-days.**
- 4. Delegate authority to the NSM LHIN CEO and Board Chair to execute the 2018/19 Multi-Sector Service Accountability Agreements for the health service providers outlined in Appendix A."**

...carried.

6.2.3 Fiscal 2018-19 Budget

J. Kwan gave a brief overview of the five primary funding buckets for the 2018/19 fiscal year. Historically, the LHIN was able to transfer funds between buckets as demand dictated, however, under the new funding formula, funds are directed for each individual bucket and cannot be transferred except by written exception from the Ministry of Health and Long-Term Care.

Motion: A. Ott Seconded: E. Chwilkowska

That the North Simcoe Muskoka Local Health Integration Network Board of Directors approve the operating budget for fiscal 2018-19 year, as presented.

...carried.

7.0 NEW BUSINESS

7.1 One-time Recurring Funding for Convalescent Care Program

N. Walker provided an overview of the historical process for approving recurring one-time funding for the Convalescent Care Program. J. Kwan noted an error in Table 2 of the Briefing Note.

Action: Table 2 to be updated in the Briefing Note.

Motion: T. Withey Seconded: A. Butcher-Milne

That the NSM LHIN Board of Directors approve as amended:

- 1. The one-time funding for the Convalescent Care Program up to the amounts outlined in Table 2 for the fiscal periods of 2018-2023 as NSM LHIN funding becomes confirmed and available.**
- 2. Delegate authority to the NSM LHIN CEO to execute the funding agreements.**

8.0 STANDING ITEMS

8.1 Board Participation on External Committees

B. Dickson noted participation on a non-health related local Board and that recent discussions/actions had contributed to health/well-being of the community.

9.0 FOR INFORMATION

9.1 No Information Items

10.0 IN-CAMERA SESSION

Motion: E. Vaillancourt Seconded: J. Boulet

That the Board consider matters not in the public interest in the closed session pursuant to s.9(5) or s.9(5.1) of the Local Health System Integration Act, 2006.

...carried

Motion: A. Butcher-Milne Seconded: T. Withey

That the NSM LHIN Board of Directors meeting be moved Out-of-Camera and back into the Regular Session.

...carried

11.0 ADJOURNMENT

Motion: A. Butcher-Milne

Seconded: B. Dickson

That the NSM LHIN Board of Directors meeting of March 26, 2018 be adjourned.

Original Signed By:

Original Signed By:

Barbara Dickson, Acting Board Chair

Jill Tettmann, Chief Executive Officer