

BOARD OF DIRECTORS MEETING MINUTES

**Best Western Norwester Hotel – Mackenzie Room A & B
2080 Highway 61, Thunder Bay ON**

**October 27, 2015
9:00 a.m. (Eastern)**

Present	Joy Warkentin, Chair Dan Levesque Tina Copenace Cathy Farrell Dennis Gushulak Tim Berube Herbert ZoBell Gil Labine Darryl Allan	Staff	Laura Kokocinski Susan Pilatzke Brian Ktytor Petty Ndebele
		Recording Secretary	Robin Orr
		Guests	Catherine Raso

Regrets

Item #	To Be Accomplished	Action
1.0	PROCEDURAL ITEMS	
1.1	Call to Order The meeting was called to order at 9:00 a.m. (Eastern) by Chair J. Warkentin.	
1.2	Declaration of Conflict of Interest None declared.	
1.3	Approval of Agenda The agenda was presented for approval. <u>Resolution #2015 - 95</u> Moved by T. Berube and seconded by G. Labine that the agenda be approved as presented. CARRIED	
1.4	Approval of Minutes The minutes of the Board of Directors meeting of September 15, 2015 were presented for approval. <u>Resolution #2015 - 96</u> Moved by D. Gushulak and seconded by C. Farrell that the minutes of the Board of Directors meeting of September 15, 2015 be approved as presented. CARRIED	

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1.5	<p>Business Arising No business arising.</p>	
2.0	<p>BOARD EDUCATION</p>	
3.0	<p>BOARD LINKAGES</p>	
3.1	<p>Kenora Governance to Governance – May 2015 Draft Report The Draft report from the May 2015 Kenora Governance to Governance Session was presented to the Board. D. Levesque provided a high level overview and noted evaluations of the session were positive. Discussion ensued including the need to increase Board education for health service provider (HSP). It was noted the North West LHIN is preparing a video which can be used as a tool to assist HSPs with Board education.</p> <p>The Board was asked to support a recommendation to release this report to the public.</p> <p><u>Resolution #2015 - 97</u> Moved by D. Levesque and seconded by C. Farrell that the North West LHIN Board of Directors approve the Kenora Governance to Governance May 2015 Draft Report, as presented, be released for public viewing and that the report be posted to the North West LHIN website. CARRIED</p> <p>The report will also be shared with those individuals who participated in the session.</p>	<p>Corporate Comm Dept.</p>
3.2	<p>Chair Report J. Warkentin provided an update on recent activities including:</p> <ul style="list-style-type: none"> • LHIN Leadership Council Meeting: The Associate Minister of Health and Long-Term Care noted a long-term care plan is being developed for the province that will assist LHINs with their planning. A brief update on workgroups was also provide. Work Group reports will be distributed to the Board. • BC Health Leaders Conference: - J. Warkentin, • L. Kokocinski and S. Pilatzke attended the conference and gave a presentation on collaborative governance. At the conference, it was noted the North West LHIN is demonstrating positive movement in the area of collaborative governance and best practice; requests were received to share information with participants. Perspectives of the session were shared including advancement of the health system in BC and how we align in our advancement. Discussion ensued. When reports from the conference are available, this topic will be brought forward as a discussion item at a 	<p>R. Orr</p>

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	<p>future Board meeting. The North West LHIN presentation will be shared with Board members.</p>	R. Orr
4.0	BOARD ENDS DISCUSSION	
4.1	<p>ENDS Education None</p>	
4.2	<p>ENDS Discussion This item will be tabled in December 2015 or January 2016.</p>	
4.3	ENDS Monitoring	
4.3-1	<p>Indicator Report The indicator report was presented; it was noted there are no changes to the Indicator Report.</p>	
5.0	BOARD DECISIONS/PROCESSES	
5.1	Committee Reports	
5.1-1	<p><i>Audit and Finance (A & F) Committee</i> The Audit and Finance Committee meeting materials were pre-distributed for Board information. More specific items will be addressed later in the agenda.</p>	
5.1-2	<p><i>Governance and Nominations (G & N) Committee</i> The Governance and Nominations Committee meeting materials were pre-distributed for Board. A recommendation to have Richard LeBlanc attend the January 2016 Governance to Governance (G2G) session as the speaker, with a focus on Board capacity was presented to the Board. It was agreed Richard LeBlanc be brought in as the guest speaker.</p> <p>Arrange for Richard LeBlanc to attend the January 2016 G2G session and collaborate on expectations and goals.</p> <p>The Board was asked to support a recommendation to update the Governance and Nominations Terms of Reference as follows:</p> <p>Item a), Section I., "Members" be revised from "Two additional Board members" to read, "A minimum of two additional Board members".</p> <p><u>Resolution #2015 - 98</u> Moved by D. Levesque and seconded by C. Farrell that the North West LHIN Board of Directors to approve the change to the Governance and Nominations Terms of Reference as presented. Carried</p> <p>It was noted the Board budget for development was reviewed, and will be brought forward to the Audit and Finance Committee</p>	S. Pilatzke

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	to include in the overall budget. Additional items will be addressed later in the agenda.	
5.2	Policy Review	
5.2-1	EL-103 Enterprise Risk Management Policy EL-103 Enterprise Risk Management was reviewed; no changes were recommended by the Audit and Finance Committee. It was agreed no changes would be made at this time however; following a review from our policy governance consultant this policy will be referred back to the Board Committees with suggested updates and for further review.	
5.2-2	GP-106 Board Education and Development Policy GP-106 Board Education and Development was reviewed; no changes were recommended.	
5.2-3	GP-107 Board Succession Planning Policy GP-107 Board Succession Planning was reviewed; no changes were recommended. Discussion ensued regarding succession planning.	
5.3	LHIN Operations	
6.0	MONITORING REPORTS	
6.1	EL-109 Financial Conditions and Activity Monitoring Report EL-109 Financial Conditions and Activity Monitoring Report and supporting documents were presented for approval. <u>Resolution #2015 - 99</u> Moved by H. ZoBell and seconded by T. Berube that the North West LHIN Board of Directors approve Monitoring Report EL-109 Financial Conditions and Activity as presented. CARRIED	
7.0	CONSENT AGENDA	
7.1	Declaration of Compliance The quarterly Declaration of Compliance was presented for approval. <u>Resolution #2015 - 100</u> Moved by D. Gushulak and seconded by D. Allan that the North West LHIN Board of Directors approve the Declaration of Compliance for the period of July 1, 2015, to September 30, 2015, as presented, and give direction to the Board Chair to certify that this attestation has been approved by the Board of the North West LHIN. CARRIED	
8.0	INFORMATION	
8.1	CEO Report The CEO Report was provided as information. A copy of	

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	<p>“Quality Matters: Realizing Excellent Care for All” which summarizes Health Quality Ontario’s (HQO) strategic plan was shared as a handout. LHINs are working closely with HQO to plan in each of the LHIN regions.</p> <p>A brief update on the North West LHIN 10th Anniversary Celebration was given including:</p> <ul style="list-style-type: none"> Board Dinner: Invitations to all current and past Board members will be sent by November 16 inviting them to a Board Dinner on December 15th. Arrangements for a staff celebration are underway. <p><i>A break was observed from 9:40 - 10:00 a.m. Petty Ndebele and Catherine Raso left the meeting prior to moving to closed session.</i></p>	
9.0	<p>CLOSED SESSION</p> <p><u>Resolution #2015 - 101</u> Moved by D. Gushulak and seconded by G. Labine that at 10:00 a.m. (Eastern) the Board members attending the meeting, specified above, move into a Closed Session pursuant to the following exception(s) set out in s. 9 (5) of the <i>Local Health System Integration Act (LHSIA), 2006:</i> (i) Personal or Public Interest (vii) Personnel Matters And further that the following persons be permitted to attend: L. Kokocinski, B. Kytora, S. Pilatzke and R Orr. CARRIED</p> <p><i>Meeting reconvened following the Closed Session.</i></p>	
9.1	<p>Report out of Closed Session None</p>	
10.0	ADJOURNMENT	
10.1	<p>Meeting Evaluation Completed evaluations to be provided to R. Orr.</p>	
10.2	<p>Future Agenda Items Agenda items to be forwarded to the Chair or to R. Orr.</p>	All members
10.3	<p>Date of Next Meeting The next meeting is scheduled for December 15, 2015.</p>	
10.4	<p>Adjournment</p> <p><u>Resolution #2015 – 107</u> Moved by T. Copenace and seconded by T. Berube that at 12:00 p.m. (Eastern) the meeting be adjourned. CARRIED</p>	

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	Chair _____ Secretary _____	