

# South East Local Health Integration Network

## Board of Directors Meeting No. 155

Monday February 26, 2018

Cardinal Room  
South East LHIN Offices  
71 Adam Street  
Belleville, Ontario

## MINUTES

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**Present:** Brian Smith (Vice Chair – Meeting Chair); Annette Bergeron; Lois Burrows; Jack Butt; Steve Gauthier; Jean Lord; Maribeth Madgett; Linda Murray; Marsha Stephen\*\*; David Vigar\*\*; (quorum); and Paul Huras (CEO).

**Recorder:** Jacqui Prospero

**Regrets:** Hersh Sehdev (Chair)

**Resources:** Joanne Billing (VP, Home and Community Care); Cynthia Martineau (VP, Strategy, Planning and Intergradation); Caitlin denBoer (Directors, Communications & Engagement); Paula Heinemann (VP, Human Resources & Organizational Development); Steve Goetz (Director, Finance, Service Contracts & Corporate Services); Florence Peretie (French Language Services Coordinator); Danielle Bonnah (Digital Communications Technician); Gina Miller (Snr Manager, Quality & Performance); Michael Spinks (Director, Quality, Technology, Analytics & Performance); and Janine DeVries (Board Coordinator).

**\*\*PHONE**

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**1. Call to Order, Meeting Chair's Remarks and welcome of guests.**

The Meeting Chair welcomed board members, guests and members of the public to the meeting and called for order at 9:35 am.

**2. Selection of Timer and Observer:**

1. Timer – M. Madgett
2. Observer – M. Madgett

**3. Conflict of Interest Declaration**

All members confirmed no conflicts.

**4. Consent Agenda:**

- a. Board Correspondence
- b. Chairs Declaration
- c. Chairs Report
- d. Committee Minutes

**That the Consent Agenda items be approved as circulated.**

**Moved by: L. Burrows  
Seconded by: J. Butt  
Carried – 2018-155-01**

**5. Approval of the Agenda**

**That the Board Agenda be approved as amended to include a verbal discussion on the Mission / Vision / Values as well as a discussion concerning the 2018-19 Board Budget as part of the Finance, Audit, Risk and Resource Committee items.**

**Moved by: A. Bergeron  
Seconded by: J. Lord  
Carried – 2018-155-02**

**6. Approval of Minutes**

**Approval of Minutes January 29, 2018 Board Meeting #154 (attached)**

**That the Minutes of Monday January 29, 2018 Board Meeting #154 be approved as amended to accurately reflect the receipt of board committee reports as part of the revised Board / Committee Schedule.**

**Moved by: L. Murray  
Seconded by: A. Bergeron  
Carried – 2018-155-03**

**7. Generative Discussion:**

**a. Health Equity – Follow Up – 9:50 am**

- P. Huras provided an overview of the briefing material for the members' consideration which included a purpose; executive summary; appendices and embedded links in order to drive the generative discussion by the board.
- Board members and senior staff provided the following information based on questions and comments:
  - Members noted that there is Public Health analysis, which the LHIN helped fund, it is about 5 years old, and may be able to provide some insights into services provided in our region, by provider to help further a discussion on health equity.
  - Several LHIN programs over the years have helped to provide improvement in the access to health and health equity realm, including the funding to support dental programs at Community Health Centres (CHCs);
  - It was noted that many times items that can help to improve health equity for our residents are not the responsibility of the LHIN / Ministry of Health and Long-Term Care (MOHLCT), but of other government ministries or agencies as well as health management pieces such as social and material deprivation (i.e.: access to education, development of children, etc.).
  - At this time members noted the following items for consideration at a Spring Board Retreat including a better understanding of what LHIN programs are currently in place to help address health equity issues; specific discussion around demographic data for our LHIN versus our colleagues across the province.

**8. Strategic Discussion:**

**a. South East LHIBN Dementia Strategy Development – 10:09 am**

- P. Huras provided an overview of the briefing material for the members' consideration which included a purpose; overview; and attached appendices in order to drive the strategic discussion by the board.

- Board members and senior staff provided the following information based on questions and comments:
  - A draft plan will be presented to the board for consideration prior to submission to the Ministry of Health and Long-Term Care (MOHLTC); early onset dementia supports those in their 30's, and beyond; there is no intent locally for the Alzheimer Society to change their name in order to be more inclusive of other issues, such as dementia, as a result those agencies across the province that have made the change are affected by their ability to receive provincial funding structured around Alzheimer funding; the South East LHIN portion of the provincial funding will help us address some of the 10 pillars of care that are identified; Alzheimer's Societies will be receiving direct funding for certain items such as central intake; a dementia strategy in our LHIN will help us to better and more quickly address the use of funds that do come to the LHIN level, rather than waiting for the funding to arrive and then trying to determine what is likely to be achieved in a short period of time; our preplanning provides us with more opportunity to address quick wins for the client population and agencies, based on the predetermined strategy.
  - Our plan should clearly address the lack of equity in our region; our Alternative Level of Care Beds are utilized by many that are requiring behavioural supports (likely more than 50%); our strategy will have quantitative and qualitative input / direction / guidance.

## 9. Fiduciary & Oversight Discussion: 10:23 am

### a. Long-Term Care Bed Development Process Update – 10:23 am

- P. Huras provided an overview of the briefing note for members which included an executive summary; executive summary; and associated risks.
- Senior staff provided the following information based on questions and comments:
  - One of the risks that each provider has is the timeline in order to provide business cases about the potential for expansion; our HSPs have already begun discussions about how to best determine if they should be applying for the provincial allotment; the continuous work of the LHIN about bed requirements in our area and discussions with the HSP will likely help to move towards successful application for the bed allotment; there have been discussions in the past about a specific LTC facility that would address the indigenous needs in our region, if it was a new bed development it would be a capital build; if a new development is allocated there is specific funding for nursing, food and capital; LTC providers in our region have been aware that this type of expansion was coming and have been planning for it for months.
  - The province is planning to increase the staffing for LTC, however traditionally this comes at the cost of community services as many community staff are part time and obtaining a full time position in a LTC facility is enticing for many clinical positions.
  - It is our hope that the LHINs areas of opportunity and need will help to influence the decisions at the MOHLTC level.

### b. CEO Discussion Report – 10:40 am

- P. Huras provided an overview of the report which included:
  - a) **Health Care Tomorrow**
    - i. Hospital Project — central intake for hips / knees is moving forward in the region, model pilots running out of Kingston; initial referral is via e-tool, with a central assessment that better determines and redirects them to the required services (i.e.: physio therapy before the need for surgery) although the client may still need surgery.
    - ii. Enabling Technologies Update – the South East LHIN and its providers are aligning with the provincial strategy around technologies and clusters.

- b) **Home and Community Care Update** – transitional age youth report helps to drive the focus of transition between youth and adult services, specifically mental health focused.
- c) **Hospice Capital Program Funding – Hospice Kingston Inc** - no questions or comments at this time.
- d) **Integrated Health Services Plan (IHSP5) Update** – no questions or comments at this time.
- e) **Follow Up – Committee / Board Reports** – a summary chart of reports available to committees / board will be reviewed at the board retreat at the request of the board.
- f) **2018-19 Ministry / LHIN Accountability Agreement (MLAA)** – no questions or comments at this time.
- g) **2018-19 Service Accountability Agreement (SAA) Update** – often an initial submission of a Hospital Accountability Planning Submission (HAPS) will be beyond what's expected for a balanced budget and thus becomes part of a broader discussion with the LHIN and the HSP; the LHIN cannot determine the true budget position until the approved revenue is confirmed.

**That the CEO Discussion Report be received.**

**Moved by: A. Bergeron**  
**Seconded by: J. Lord**  
**Carried – 2018-155–04**

**c. Vice Chair's Update – 10:55 am**

- i. Update on Board Committee and Schedule – an updated version has been distributed to members, noting that it is still a work in progress which will be discussed at the board retreat in April 2018.
- ii. Minister's Announcement – Feb 12, 2018 – Prince Edward County Memorial Hospital (PECMH) was the host site for the capital announcement of the pending redevelopment of this hospital site.

**d. Community Engagement – Board Member Updates – 11:52 am**

- J. Butt noted for members his attendance at a recent telethon in Brockville to support palliative care (the community raised over \$254 K in just one day); Brockville General Hospital was the host for the event; there were also colorectal cancer screening events; and the eastern governance forum hopes that at their June forum event they will discuss the opioid strategy connections to the need for housing.

**BREAK – 11:02 am – 11:17 am**

**e. Finance, Audit, Risk and Resource (FARR) Committee – 11:20 am**

**i. Committee Report**

- A. Bergeron provided an overview of the briefing note for members which included a brief summary of the most recent committee meeting and appendices for consideration.

**ADDITION – FARR – 2018-19 – BOARD BUDGET – 11:25 am**

- A. Bergeron asked to have documents circulated (hard copy) to those members in attendance at the request of L. Burrows in order to have a discussion on the board budget. Documentation provided included scenarios that the FARR committee had been presented within the past months.
- Members expressed concern about better understanding the budget now given the efficiencies that have recently been adopted for the board / committee schedule.

**ii. 2017-18 Board Governed Agency Attestation – 11:35 am**

- A. Bergeron provided an overview of the briefing note for members which included a purpose; executive summary; associated risks; appendices and a recommendation for consideration.
- Board members and senior staff provided the following information based on questions and comments:
  - Infrastructure Ontario (IO) rules have not yet been established and will affect the attestation in the future; there is a need to confirm where noncompliance issues from the Chairs Attestation (item 4 B on our agenda) need to be recorded.

**That the Finance, Audit, Risk and Resources (FARR) Committee recommend to the South East LHIN Board of Directors, to approve in principle, the Board-Governed Agency Attestation reports as presented.**

**Moved by: A. Bergeron  
Seconded by: L. Murray  
Carried – 2018-155–05**

**iii. Audit Plan Approval – 11:38 am**

- A. Bergeron provided an overview of the briefing note for members which included a purpose; executive summary; associated risks; appendices and a recommendation for consideration.

**That the Finance, Audit, Risk and Resources (FARR) Committee recommends that the South East LHIN Board of Directors approve the 2017/18 Audit Service plan as provided by Deloitte, the appointed financial auditors for the 2017/18 fiscal year-end.**

**Moved by: A. Bergeron  
Seconded by: J. Butt  
Carried – 2018-155–06**

**f. Quality Committee - 11:40 am**

**i. Committee Report**

- L. Burrows provided an overview of the briefing note for members which included a brief summary of the most recent committee meeting and appendices for consideration.

**ii. Home Care Quality Improvement Plan (QIP) 2018-19 Report – 11:41 am**

- L. Burrows provided an overview of the briefing note for members which included an executive summary; background information; associated risks; appendices and a recommendation for consideration.
- Board members and senior staff provided the following information based on questions and comments:
  - There is a requirement to adjust the motion in this item as the Quality Committee did not have the time to adequately review the documentation prior to the board meeting.

**That the South East LHIN Board endorse the 2018-19 Quality Improvement Plan (QIP) priorities for Home Care and support implementation of the initiatives.**

**Moved by: L. Burrows  
Seconded by: M. Madgett  
Carried – 2018-155–07**

**g. Strengthening Collaborative Governance Committee - 11:44 am**

**i. Committee Report – 11:44 am**

- M. Madgett provided an overview of the briefing note for members which included a brief summary of the most recent committee meeting and appendices for consideration.
- Board members and senior staff provided the following information based on questions and comments:
  - The Eastern Governance Forum membership is one of mixed administrative and governance; members will need to be reminded of the requirement to stay focused on governance issues and not let the scope of discussions slip into operational items.

**ii. Risk Management and Service Accountability Agreement (SAA) Governance Presentations Distribution Approval – 11:50 am**

- M. Madgett provided an overview of the briefing note for members which included a purpose; executive summary; background information; associated risks; appendices and a recommendation for consideration.

**That the Board of the South East LHIN support the sharing of the attached Risk Management and Board Oversight Service Accountability Agreement (SAA) presentations with the Boards of South East LHIN HSPs via communication from the Chair of the South East LHIN Board and via posting on the South East LHIN website.**

**Moved by: M. Madgett  
Seconded by: L. Burrows  
Carried – 2018-155-08**

**ADDITION - Mission / Vision / Values (MVV) – 11:54 am**

- The Adhoc Committee reviewed the information provided to the board; the mission / vision and values were well done, although the committee did not feel that patient engagement or equity was formally addressed.
- The expectation had been that the staffs MVV work would come back to the committee prior to being formalized (i.e.: plaques, etc.) noting there is more of a concern around process than content.
- These values are the first aspect of the focus on staff culture between the two legacy entities; there was concern about having the “board approve” the values when it was the staff members who initiated and were involved; concern that staff would be advised that the board might revise the staff team values.
- The board has the opportunity to establish principles rather than values in order to better reflect their governance responsibilities.
- Communication surrounding the process was not as clear which likely caused some of the challenges that have been experienced with the launch of the staff values.

**LUNCH BREAK / Update from BGH – Supervisor, Chair and CEO – 12:00 pm – 1:10 pm**

**That the board consider matters of public interest regarding the Approval of In Camera Board and Committee Minutes; Chairs Update; Finance, Audit, Risk and Resource Committee (FARR); Brockville General Hospital – Cash Advance; Election Protocol; Annual Business Plan (ABP).**

**Moved by: J. Butt  
Seconded by: S. Gauthier  
Carried – 2018-155-09**

**10. In-Camera Session – 1:13 pm**

**That the Chair rise and provide a verbal report from the In Camera Session regarding the Approval of In Camera Board and Committee Minutes; Chairs Update; Finance, Audit, Risk and Resource Committee (FARR); Brockville General Hospital – Cash Advance; Election Protocol; Annual Business Plan (ABP) pursuant to Section 9 (5) of the Local Health Systems Integration Act 2006.**

**Moved by: A. Bergeron  
Seconded by: S. Gauthier  
Carried – 2018-155–13**

**11. Date, time and location of next meeting:**

Monday March 26, 2018 – 9:30 am – South East LHIN Offices – North Site

Future meetings:

Monday May 28, 2018 – 9:30 am – South East LHIN Offices – North Site  
Monday June 25, 2018 – 9:30 am – South East LHIN Offices – North Site  
Monday September 24, 2018 – 9:30 am – South East LHIN Offices – North Site  
Monday December 17, 2018 – 9:30 am – South East LHIN Offices – North Site  
Monday March 25, 2019 – 9:30 am – South East LHIN Offices – North Site

**12. Timer & Observer:**

*Timer / Observer* – timing – good; observer – healthy discussion; good participation.

**13. Adjournment**

That the meeting be adjourned at 2:05 pm

**Moved by: J. Lord**

**Meeting Chair:**



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Brian Smith

**Secretary:**



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Paul Huras