

South East Local Health Integration Network

Board of Directors Meeting No. 114

Monday January 27, 2014

Cardinal Room
South East Local Health Integration Network
71 Adam Street
Belleville, Ontario

MINUTES

Present: Donna Segal (Chair); Andreas von Cramon (Vice Chair)**; Lois Burrows**; Janet Cosier; Len Kennedy; Arthur Ronald**; Dave Sansom (quorum); and Sherry Kennedy (Acting CEO)

Recorder: Jacqui Prospero

Regrets: Paul Huras

Guests: Pat Reynolds (Board Coordinator); Caitlin denBoer (Communications Lead)**; Paula Heinemann (Director Corporate Services); Larry Hofmeister (Director, HSP Funding and Allocations); Cynthia Martineau (Director, Health System Design); Mike McClelland (Sr. Financial Analyst); Michael Spinks (Director, Knowledge Management); and Darryl Tooley (Senior Consultant – Performance and Contracts).

**Conference Call information due to weather:

Dial - 1-866-797-9099

Participant cod 1160447#

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

The Chair welcomed guests and members to the meeting at 10:55 am and thanked them for their patience for the late start of the meeting due to weather.

2. Selection of Timer and Observer:

- a. Timer = D. Sansom
- b. Observer = J. Cosier

3. Conflict of Interest Declaration

All members confirmed no conflicts.

4. Consent Agenda:

- a. Monthly CEO Reports
- b. Board Correspondence
- c. Chairs Declaration
- d. Chairs Report
- e. Committee Summaries
- f. Q3 Report
- g. Funding Summary Q3 & Preliminary Q4
- h. Stocktake

That the Consent Agenda be accepted as circulated.

Moved by: L. Kennedy
Seconded by: J. Cosier
Carried – 2014-114-01

5. Approval of the Agenda
That the Agenda be approved as amended.

Moved by: D. Sansom
Seconded by: J. Cosier
Carried – 2014-114-02

6. Approval of Minutes

Minutes of Monday December 16, 2013 Board Meeting #113 (attached)

That the Minutes of Monday December 16, 2013 Board Meeting #113 be approved as circulated.

Moved by: D. Sansom
Seconded by: L. Kennedy
Carried – 2014-114-03

7. Business Arising:

- a. Addictions and Mental Health Redesign Update on Option Development
 - Members agreed that due to weather concerns this item would be deferred to a special meeting of the board of directors to be held on Wednesday February 05, 2014 –at a time and location in Kingston to be determined. Noting it will be Special Meeting 114 A.

- b. South East Community Care Access Centre (SE CCAC) – Sustainability Funding – 10:59 am
 - S. Kennedy reviewed the briefing note provided to members that included a summary and rationale; background information and analysis; increase in “complex needs clients: increase in all types of clients; health based allocation model trending; and a recommendation.
 - Senior staff provided the following information to the board members based on their questions and comments: further opportunities for process improvements will continue to be pursued; the evolution of the CCAC is quite evident over the past several years as it has helped to improve access to services for a wider range of clients; to consider the evolution of the CCAC business model to reflect the changes in the environment; there is concern that funding continues to increase to the CCAC; investments in assisted living will not be measurable for over 2 years; directed funding for other Community Support Services (CSS) has helped to direct clients to these services, rather than to the CCAC; the board suggested that staff consider, from an engagement perspective whether there is something that the SE LHIN could do in order to better educate the public on what is available to them in the way of services; and improve education on expectations of services that are available to the broader public.

That the South East LHIN Board approve the allocation of an additional \$1,500,000 in one-time funding in fiscal 2013-14 for the South East Community Care Access Centre (CCAC) in support of clients with the following conditions:

- **Maintain current patient flow policies with respect to the timeliness of processing referrals and initiation of client care for new clients to the end of the fiscal year;**
- **Continue to aggressively pursue process improvements towards reducing the overall cost of providing service and achieving the balanced budget requirement in the current and subsequent fiscal years;**
- **Lead partnership discussions (beginning at the South East Community Care Access Centre and Hospitals Executive Forum (SECHEF) in February, 2014) with respect to the introduction of new CCAC patient flow policies targeted for possible introduction in Spring/Early Summer;**
- **Commit to active engagement, beginning no later than April 2014, with two other CCACs who are also “early adopters” of the population based approach to client care, towards identifying and implementing a longer term sustainability plan, including consideration of a public engagement and communications strategy for CCAC services within the broader health care sector.**

Moved by: L. Burrows
Seconded by: L. Kennedy

- c. Ministry / LHIN Performance Agreement (MLPA) Update – Q3 2013-14 – 11:25 am
- S. Kennedy reviewed the briefing note with members that included a background summary; timeframe; results; next steps; risks and a copy of the MLPA Scorecard.
 - Senior staff provided the following information to the board members based on their questions and comments: there is still a superficial risk of the LHIN not achieving the agreed targets for the percentage of Priority 4 cases receiving hip surgery within target; the percent of repeat ER visits for mental health and substance abuse conditions. The Addictions and Mental Health (AMH) redesign will not improve outcomes for this patient population within the timeframes of this fiscal year; The MOHLTC has recently allowed more flexibility to hospitals shifting internal funding to surgeries in greater demand; in order to allow the LHIN has recently provided additional one-time funding to increase volumes of hip replacement and other QBP surgeries; many hospitals are now very conscious of the Quality Based Procedure (QBP) funding and are therefore carefully monitoring volumes; if a hospital does not complete all the surgeries they have been allotted they will have a recovery of funds and likely have their allotment for the following year adjusted; and provincial work groups are trying to better understand the implications and unintended consequences of procedural based funding.
- d. Multi-Sector Service Accountability Agreement 2014-17 – Approval – 11:40 am
- S. Kennedy reviewed the briefing note with members that included a planning assumption; key changes to the M-SAA; timelines; a strikethrough redlined copy for reference and a recommendation.
 - Senior staff provided the following information to the board members based on their questions and comments: this template is a three year agreement, but includes annually negotiated schedules; in general the number of indicators has been reduced (except for the Community Health Centres (CHC's)); there has been robust discussion with the SE LHIN providers around the template adjustments; and provincial and local indicators have been available for the providers consideration for well over 4 weeks now, with limited negative feedback.

That the Board of the SE LHIN approves the following:

- i. the proposed draft Multi-Sector Service Accountability Agreement (M-SAA) Template for 2014-2017, a copy of which is appended to this briefing note; and**
- ii. to authorize the SE LHIN Board Chair and Chief Executive Officer of the Corporation to execute the M-SAAs on behalf of the SE LHIN provided that the execution version of the M-SAA is substantially the same as the draft template appended to this briefing note.**

Moved by: J. Cosier
Seconded by: D. Sansom
Carried – 2014-114-05

- e. Conflict of Interest Rules – Approval – 11:47 am
- D. Segal reviewed the briefing note with members that included a background summary and copy of the LHIN Conflict of Interest Rules.
 - Senior staff provided the following information to the board members based on their questions and comments: members discussed the challenge with section 16-2 of the document that discussed the restrictions of employment; section 16-2 clearly states that board members and employees will not for 12 months be involved with a health service provider; section 16 a restriction of 12 months employment with a health service provider in the region may be considered to be creating an undue hardship on an employee whose work experience has been entirely within the health care field. Members also suggested perhaps instead of a complete restriction, this section be re-worded to a requirement that “the member or employee declare a conflict of interest and refrain from participating in discussions or decisions with a new employer or board where it is reasonable that the member or employee would have had prior, confidential knowledge in the matter at hand”; and the Chair will advise the provincial

group of the SE LHIN's concerns and advise the members if this item will need to be discussed again at a future date.

- f. Governance / Nominating Committee Work Plan 2014 –15 – 11:57 am
- A. von Cramon reviewed the information provided to members reminding them it is for discussion and will help to clarify the objectives / actions that will be required to move forward the governance / nominating committee agenda.
- g. Governance / Nominating Committee – Request for Policy 3.4.1 – Appointment of Community Members to Board Committees – Approval – 12:00 pm
- A. von Cramon reviewed information provided to members reminding them that this policy would help to increase the open and transparent nature of the committee.
 - Board Members and Senior staff provided the following information based on their questions and comments: there may be a need for a call for volunteers to be an annual process in order to ensure that the LHIN has a robust group of names available for consideration on committees of the board; and requested that receipt of information from the public appointments office is shared with the LHIN, which the LHIN will utilize to determine if they have interest in committee work.

That the South East LHIN Board of Directors approves the recommendation from the Governance / Nominating Committee for approval of Policy 3.4.1 and that it is added to the Governance Policy Handbook.

Moved by: A. von Cramon
Seconded by: A. Ronald
Carried – 2014-114-06

- h. CEO Evaluation and Compensation Committee – Terms of Reference – Approval – 12:10 pm
- L. Kennedy reviewed the information provided with members noted that the committee will be reviewing these yearly.

That the South East LHIN Board of Directors approves the recommendation from the CEO Evaluation and Compensation Committee Terms of Reference.

Moved by: L. Kennedy
Seconded by: L. Burrows
Carried – 2014-114-07

- i. CEO Evaluation and Compensation Committee – 2013-14 and 2014-15 Work Plans – Approval
- Staff suggested that the committee adjust its first review of performance to early November to enable 2nd quarter results to be incorporated.
 - Members agreed to defer this item to the May Meeting of the Committee for reconsideration.
- j. Chairs Update - 12:15 pm
- D. Segal noted for members that due to recent vacation there have not been a lot of activities that involved her participation.
 - D. Segal will be participating in the LHSIA Standing Committee review community engagement event in Kingston on February 11, 2014. The time allotted for the LHIN is 15 mins, including questions. This is a public event.
 - AMH engagement events at the governance level will be taking place in the coming weeks.
 - Discussions with the Board Retreat facilitator will continue to build as the retreat date (March 28) approaches, including a report card on how the LHIN has accomplished the goals / objectives listed.

- k. CEO Discussion Report – 12:26 pm
 - S. Kennedy reviewed the report provided to members at the meeting that included an update on Clinical Services Roadmap; Health Links Update; Response to Board Question on Community Recoveries; 2013-14 Q2 In-year Reallocations Summary and Hospital Services Accountability Agreement – Communique #7.
 - Senior staff provided the following information to the board members based on their questions and comments as it related to:
 - a) Clinical Services Roadmap Dashboard Update – no comments or questions at this time.
 - b) Health Links Update – no comments or questions at this time.
 - c) Response to Board Question on Community Recoveries – no comments or questions at this time.
 - d) 2013-14 Q2 In Year Reallocations Summary – no comments or questions at this time.
 - e) Hospital Services Accountability Agreement – Communique #7 – the steering committee has agreed to another one year extension to the existing agreement, while committing to work towards resolution in the coming months; the LHIN will continue to receive schedules and work with the hospitals in order to achieve sign-offs as expected; and final documents are likely to come to this board in April 2014 for approval.

That the CEO Discussion Report be accepted as circulated.

**Moved by: L. Kennedy
 Seconded by: J. Cosier
 Carried – 2014-114-08**

LUNCH RECESS – 12:30 pm – 1:00 pm

That the board consider matters of public interest regarding Approval of In Camera Session Minutes for the board and committees; Organizations Under Performance Improvement Plans / Review; Q3 Risk Summary and Board Valuation Discussion pursuant to ss 9(5) of the Local Health Systems Integration Act 2006 s.9 (5).

**Moved by: L. Kennedy
 Seconded by: L. Burrows
 Carried – 2014-114-09**

8. In Camera Session: - 1:03 pm

That the Chair rise and provide a verbal report from Approval of In Camera Session Minutes for the board and committees; Organizations Under Performance Improvement Plans / Review; Q3 Risk Summary and Board Valuation Discussion.

**Moved by:
 Seconded by:
 Carried – 2014-114-11**

- 9. *Timer – finished early based on the initial agenda, however we did defer a large item to another date to better facilitate discussion.*
Observer – members noted that we utilized the technology well to address the weather issue.

10. Date, time and location of next meeting:
Special Meeting of the Board of Directors #114 A – February 05, 2014
 Monday February 24, 2014 – SE LHIN Offices

Future meetings:

Monday March 31, 2014 – SE LHIN Offices

Monday April 28, 2014 – SE LHIN Offices

Monday May 26, 2014 – SE LHIN Offices

Monday June 23, 2014 – SE LHIN Offices

11. Adjournment

That the meeting be adjourned at 2:18 pm

Motioned: D. Sansom

Noted departures:



Meeting Chair:

Donna Segal



Secretary:

Sherry Kennedy