

# BOARD MINUTES

WWLHIN Board of Directors

**Open Session** – March 28, 2018

The following are the minutes of the WWLHIN Board of Directors Meeting held at 1:30 p.m. on March 28, 2018 at the WWLHIN Waterloo Office, 141 Weber Street South, Waterloo, ON.

**Members Present:** M. Delisle (Chair), J. Harper (via TCON), P. Sweeney, J. Kopinak, K. Scian, K. Mwanzia

**Regrets:** J. Nesbitt, R. Westbrook

**Staff Present:** B. Lauckner, S. Harrison, A. Davidson, R. Forbes, K. Lumsden, Dr. M. Alarakhia, Dr. K. Rhee, C. MacDonald

**Recording Secretary:** D. Ruprecht

## 1.0 Call to Order & Recognition of Quorum

M. Delisle called the meeting to order at 1:32 p.m.

## 2.0 Approval of the Agenda

Motion No. 75 -17/18                      Moved by K. Mwanzia, seconded by K. Scian and unanimously approved with the addition of Allocation Authority Policy to be discussed after agenda item 12.0:

THAT the agenda be approved as circulated.

## 3.0 Declaration of Conflict of Interest

All Board of Directors stated that there were no declarations of conflict of interest made in relation to the matters to be dealt with on the agenda.

## 4.0 Closed Session

Motion No. 76 -17/18                      Moved by J. Kopinak, seconded by P. Sweeney and unanimously approved:

THAT the meeting adjourn and move into a closed session for the purpose of a discussion about matters of such a nature that the desirability of avoiding public disclosure of them outweighs

the desirability of adhering to the principle that Board meetings be open to the public under *section 9(5) (a) of the Local Health System Integration Act, 2006*.

## 5.0 Reconvening the Open Session

Motion No. 77-17/18                      Moved by K. Mwanzia, seconded by P. Sweeney and unanimously approved:

THAT the open session reconvene.

## 6.0 Report of the Closed Session

Mike Delisle reported that the WWLHIN Board of Directors met in a closed session from 11:30 a.m. to 1:25 p.m. for the purpose of discussions about matters of such a nature that the desirability of avoiding public disclosure of them outweighs the desirability of adhering to the principle that Board meetings be open to the public under *section 9(5) (a) of the Local Health System Integration Act, 2006*.

Motion No. 78 -17/18                      Moved by K. Scian, seconded by J. Kopinak and unanimously approved:

THAT the WWLHIN Board of Directors receive the Chair's report of the closed session for information.

## 7.0 Indigenous Recognition

Peter Sweeney delivered the Indigenous Recognition to acknowledge the Anishinaabe and Haudenosaunee peoples on whose traditional territory the WWLHIN Waterloo office resides on and offer our respect to the Métis, Inuit, and other Indigenous peoples for their contributions in shaping this community. Peter emphasized that, as we strive to strengthen our relationships, we recognize our collective commitment to make the promise and the challenge of Truth and Reconciliation real in our communities, and in particular to bring justice for murdered and missing indigenous women and girls across our country.

## 8.0 Consent Agenda

The following items were on the Consent Agenda for March 28, 2018

a) Minutes

THAT the minutes of the previous meetings held on January 31, 2018, February 15,

2018 (Special) and March 7, 2018 (Special) be approved as circulated.

- b) Finance and Audit Committee Reports – January 31, 2018 and March 7, 2018  
THAT the Finance and Audit Committee Report be received for information.
  
- c) Governance & Community Nominations Committee Reports – January 31, 2018 and March 7, 2018  
THAT the Governance & Community Nominations Committee Report be received for information.
  
- d) Quality Committee Report – March 9, 2018  
THAT the Quality Committee Report be received for information.
  
- e) Governance and Community Nominations Committee Chair and Board Secretary Vacancies  
THAT the WWLHIN Board of Directors approve the Governance and Community Nominations Committee's recommendation for the appointment of Peter Sweeney as Committee Chair to the Governance and Community Nominations Committee;  
AND  
THAT the WWLHIN Board of Directors approve the Governance and Community Nominations Committee's recommendation for the appointment of Karen Scian as Board Secretary.
  
- f) Governance Guidelines  
THAT the WWLHIN Board of Directors approve the recommendation by the Governance & Community Nominations Committee to adopt the following Governance Guidelines:
  - Be transformational leaders
  - Accelerate change and impart urgency
  - Align the efforts of stakeholders through forward-focused discussion and direction, and engaging in collaborative governance
  - Focus on patients/residents and quality
  - Provide oversight to a world-class health system leadership organization
  - Be an engaged board
  - Lead with a clear, unifying vision
  
- g) Chair's Report – February/March 2018  
THAT the Chair's Report for February and March 2018 be received for information.
  
- h) CEO's Report – February/March 2018  
THAT the CEO's Report for February and March 2018 be received for information.

Motion No. 79 -17/18

Moved by K. Mwanzia, seconded by K. Scian and unanimously approved:

THAT the items of the consent agenda for March 28, 2018 be accepted.

## **9.0 St. Mary's General Hospital (SMGH) Comprehensive Cardiac Capital Proposal**

Don Shilton, CEO SMGH, opened the discussion by noting that Waterloo Wellington is the best in the country for cardiac care and the capital program proposal will give the opportunity to provide the community with leading edge technology to ensure quality cardiac care.

Dr. Brian McNamara and Zach Weston provided an overview of the strategy and requirements to expand the current Regional Cardiac Centre at SMGH into a full service regional cardiac program for all of Waterloo Wellington. There was a fulsome discussion by the Board on the risks and advantages of endorsing the program.

Motion No. 80 -17/18

Moved by P. Sweeney, seconded by K. Scian and unanimously approved:

THAT the WWLHIN Board of Directors endorses the Comprehensive Regional Cardiac Program Plan and subsequent pre-capital submissions to support the development of the Waterloo Wellington Regional Cardiac Program and directs the CEO to communicate this endorsement to the Minister and Deputy Minister of Health and Long-term Care.

## **10.0 A Patient's Perspective**

Linda Harrow, WWLHIN Patient and Family Advisory Council Member, shared her personal patient and caregiver experiences with the Board of Directors.

## **11.0 Annual Business Plan (ABP) 2017/18 Q4 Update**

Jim Borysko provided the Waterloo Wellington LHIN Board of Directors with an update on the progress and performance of the Annual Business Plan (ABP) for 2017/18 Q4 and discussed areas where Board support/intervention was required.

Jim noted that it has been 10 months since the WWLHIN and WWCCAC transition and overall there has been significant measures to achieve the Strategic Objectives and initiatives set out for the 2017/18 ABP. A number of the initiatives are multi-year and will progress into 2018/19.

Work on the Personal Support Worker (PSW) Capacity review continues to assist with identifying opportunities for innovative solutions to alleviate capacity issues.

## 12.0 Annual Business Plan (ABP) 2018/19

Connie MacDonald and Elliot Fung provided the WWLHIN Board of Directors with an overview of the 2018-2019 Annual Business Plan (ABP). There was a fulsome discussion regarding the initiatives and focus on system navigation and making it easier for patients and caregivers to get the care they need when they need it. The elements of the ABP incorporate feedback from all Health Service Providers (HSP).

Motion No. 81 -17/18                      Moved by K. Mwanzia, seconded by J. Kopinak and unanimously approved:

THAT the WWLHIN Board of Directors approve the 2018-2019 Annual Business Plan.

## 13.0 Allocation Authority Policy

Zeynep Danis provided the WWLHIN Board of Directors with an overview on the revised Allocation Authority Policy. The revised policy does not require all base funding allocation recommendations to be approved by the Board, yet requires that funding decisions align with the Board-approved Annual Business Plan (ABP), and relevant directives, agreements and legislation. WWLHIN staff will continue to provide a report of the funding allocations implemented each quarter to the Finance and Audit Committee.

Motion No. 82 -17/18                      Moved by J. Kopinak, seconded by K. Scian and unanimously approved:

THAT the Waterloo Wellington Local Health Integration Network Board of Directors approve the Allocation Authority Policy as presented.

## 14.0 Achieving the WWLHIN 2018/19 Annual Business Plan – Investments

Zeynep Danis provided the WWLHIN Board of Directors with the details regarding the planned investments to support the achievement of the 2018/19 WWLHIN Annual Business Plan (ABP) pending the receipt of funding from the Ministry of Health and Long-Term Care (MOHLTC). Zeynep noted that, at this time, the total of investments identified exceed available and anticipated resources; WWLHIN staff will continue efforts to find efficiencies, innovations and foster partnerships in the health system to build a sustainable model that meets the needs of residents. There was a fulsome discussion by the Board of Directors on

the planned investments.

## **15.0 Mental Health & Addictions Voluntary Integration: St. Mary's General Hospital and House of Friendship (KW4 and CND Sub-regions)**

Rebecca Webb provided the Waterloo Wellington LHIN Board of Directors with an overview and rationale for the of the proposed voluntary integration of addiction counselling and problem gambling services from St. Mary's General Hospital (SMGH) to House of Friendship (HOF). Rebecca noted that the recommendation was based on consultations with members of the community and mitigating risks to ensure that the decision was in the best interest of the residents. A fulsome discussion ensued by the Board of Directors.

Motion No. 83 – 17/18

Moved by P. Sweeney, seconded by K. Scian and unanimously approved:

THAT the WWLHIN Board of Directors authorize the CEO to notify St. Mary's General Hospital and House of Friendship that the WWLHIN does not intend to give notice of a proposed decision nor proposes to issue a decision under Section 27 of the *Local Health System Integration Act, 2006*.

## **16.0 Guelph General Hospital Special Care Nursery Renovation Pre-Capital Submission**

Karen Bell provided the Waterloo Wellington LHIN Board of Directors with an overview and recommendation related to the Pre-Capital Submission for the renovation of the Special Care Nursery at Guelph General Hospital (GGH), as per the Capital Planning Process. Karen stated that the renovations will ensure that the nursery meets the most up-to-date standards and offers parents and infants the best possible care for their family close to home. The Board of Directors had a fulsome discussion related to the pre-capital submission.

Motion No. 84 – 17/18

Moved by K. Scian, seconded by K. Mwanzia and unanimously approved:

THAT the WWLHIN Board of Directors endorse the program and service elements outlined in the Pre-Capital Submission for the Special Care Nursery at Guelph General Hospital (GGH), with the expectation that the hospital align the program and service elements with the WWLHIN Integrated Health Service Plan (IHSP), design and plan the service and space with clinical leaders and patients to ensure integrated care for the residents of Waterloo Wellington.

## **17.0 Grand River Hospital Parking Facilities Replacement and Expansion Pre-Capital Submission**

Karen Bell presented the WWLHIN Board of Directors with the details and Pre-Capital Submission recommendation for the replacement of the Parking structure at Grand River Hospital (GRH). Karen emphasized the need to replace and expand the aging parking facilities at both the Kitchener-Waterloo (KW) and Freeport sites. A fulsome discussion ensued by the Board on the benefits and risk mitigation strategies of the proposal.

Motion No. 85 – 17/18

Moved by J. Kopinak, seconded by K. Scian and unanimously approved:

THAT the WWLHIN Board of Directors endorse the program and service elements outlined in the Pre-Capital Submission for the Parking Garage at Grand River Hospital (GRH).

## **18.0 Quality Improvement Plan (QIP) 2017-18 and 2018-19**

Tomoko King provided the WWLHIN Board of Directors with final draft 2017-18 WWLHIN Quality Improvement Plan (QIP) Year-end Progress Report and the final draft 2018-19 WWLHIN Home & Community Care QIP Narrative and Work Plan endorsed recommendation by the WWLHIN Quality for final WWLHIN Board of Directors approval. There was a fulsome discussion by the Board on the aspects of 2017-18 and 2018-19 QIPs.

Motion No. 86 – 17/18

Moved by J. Kopinak, seconded by K. Mwanzia and unanimously approved:

THAT the WWLHIN Board of Directors approve the WWLHIN Quality Committee's recommendation to approve the 2017/18 QIP Year-end Progress Report and the 2018/19 Quality Improvement Plan (QIP) Narrative and Work Plan.

## **19.0 Family Managed Home Care (formerly Self Directed Care)**

Lee- Ann Murray presented the WWLHIN Board of Directors with an overview of the impending launch of Family Managed Home Care (FMHC) direct funding agreements (formerly known as Self-Directed Care (SDC)), the potential impacts at the patient and organization level, and risk mitigation strategy. Lee-Ann provided some highlights of the program that creates an alternative method of home care service delivery for patients. A

discussion by the Board on potential risks and opportunities to make it easier for patients to get the care they need in the manner they choose ensued.

## 20.0 Waterloo Wellington Health & Social Innovation Strategy

Elliot Fung provide an update to the WWLHIN Board of Directors on the Health and Social Innovation strategy and the progress that the WWLHIN has been making towards igniting innovation and creativity as a result of this strategy. Elliot highlighted the foundational steps that the WWLHIN has taken to engage the community through non-traditional partnerships and embedding a staff member in local technology and social innovation incubators and accelerators. There was fulsome discussion by the Board on the need to continue to ignite innovation and creativity throughout the health system.

## 21.0 Next Meeting

Wednesday, May 2, 2018  
12:00-5:00 p.m. (WW LHIN Waterloo Office, 141 Weber Street South, Waterloo, ON)

## 22.0 Adjourn

Motion No. 87 – 17/18                      Moved by P. Sweeney, seconded by K. Scian and unanimously approved:

    THAT there being no further business, the meeting on March 28, 2018 adjourned at 4:05 p.m.

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M. Delisle  
Chair

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K. Scian  
Secretary

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D. Ruprecht  
Recording Secretary