

**CENTRAL LOCAL HEALTH INTEGRATION NETWORK
BOARD OF DIRECTORS MEETING
January 31, 2017 | 2:00pm-4:00pm
Central LHIN, 60 Renfrew Drive, Suite 360, Markham, ON L3R 0E1**

MINUTES OF MEETING

Board Members Present:

Mr. Warren Jestin, Chair
Mr. Albert Liang, Vice Chair
Ms. Aldous Young, Board Member
Ms. Brenda Urbanski, Board Member
Mr. David Lai, Board Member
Mr. Stephen Quinlan, Board Member
Ms. Tanya Goldberg, Board Member
Dr. Uzo Anucha, Board Member

Regrets:

Ms. Audrey Wubbenhorst, Board Member

Staff Participants:

Ms. Kim Baker, Chief Executive Officer
Ms. Karin Dschankilic, Senior Director, Performance, Contracts and Allocations & Chief Financial Officer
Ms. Chantell Tunney, Senior Director, Planning, Integration & Community Engagement
Ms. Laurie Rose, Corporate Governance and Board Relations
Ms. Rosemary MacGilchrist, Manager, Communications
Ms. Robin Gauzas, Executive Assistant, Recording Secretary.

Guests:

Ms. Polly Stevens, VP Vice President of Risk Management, Healthcare Insurance Reciprocal of Canada

1.0 MEETING CALLED TO ORDER

The meeting was called to order at 2:01 pm

2.0 NOTICE/RECOGNITION OF A QUORUM

This meeting was formally constituted with Board members receiving adequate notice in accordance with By-Law No. 2. The notice, agenda and materials were distributed to the Board and were posted on the Central LHIN website.

Quorum of a Board comprising eight members is 5 directors. A quorum was present at the meeting.

In accordance with the By-law, participants and guest speakers were introduced. No public deputations were noted for the meeting.

3.0 APPROVAL OF AGENDA

“ON MOTION made by Ms. Brenda Urbanski and seconded by Mr. Albert Liang , IT WAS RESOLVED THAT,”

“The Agenda be approved as circulated.”

**CARRIED
January-31-01**

3.1 PATIENT STORY

Mr. Jestin introduced Ms. MacGilchrist who shared a patient story about an elderly gentleman in Central LHIN who appears to need more care than he is willing to accept.

4.0 BOARD DEVELOPMENT AND EDUCATION

4.1 Healthcare Insurance Reciprocal of Canada (HIROC): “Oversight of Risks in Healthcare Organizations and how HIROC can help”

Mr. Jestin welcomed Ms. Polly Stevens, Vice President of Risk Management, Healthcare Insurance Reciprocal of Canada (HIROC).

Ms. Stevens presentation covered the following items:

- Risk management concepts
- Leadership/governance of risk
- HIROC Risk Register program
- Medical malpractice risks
- HIROC Risk Assessment Checklists program

5.0 DECLARATION OF CONFLICT OF INTEREST

None at this time.

6.0 APPROVAL OF CONSENT AGENDA

“ON MOTION made by Mr. Stephen Quinlan and seconded by Dr. Uzo Anucha, IT WAS RESOLVED THAT,”

“The Consent Agenda be approved and all resolutions contained therein be adopted as circulated.”

**CARRIED
January-31-02**

6.1.1 November 29, 2016 Board minutes

BE IT RESOLVED THAT:

“The minutes of November 29, 2016 are approved as circulated.”

**CARRIED
January-31-03**

6.2 OTHER ITEMS

6.2.1 2017/18 Multi Sector Accountability Agreement Refresh (Tranche 1)

BE IT RESOLVED THAT:

“The Central LHIN Board of Directors:

a) Approves the 2017-18 funding, volume and performance targets for the following twenty-seven health service providers:

- 1. Alzheimer Society of York Region**
- 2. Aphasia Institute**
- 3. Carefirst Seniors and Community Services Association**
- 4. Caritas School of Life**
- 5. Cedar Centre**
- 6. Cerebral Palsy Parent Council of Toronto**
- 7. Chai-Tikvah Foundation**
- 8. CHATS - Community & Home Assistance to Seniors**
- 9. Chippewas of Georgia Island**
- 10. Circle Of Home Care Services (Toronto)**
- 11. City of Toronto**
- 12. Community Head Injury Resource Services of Toronto (CHIRS)**
- 13. Etobicoke Services For Seniors**
- 14. Jane/Finch Community and Family Centre**
- 15. Lumacare Inc.**
- 16. Mackenzie Health**
- 17. Markham Stouffville Hospital**
- 18. New Unionville Home Society**
- 19. North York Seniors Center**
- 20. North Yorkers For Disabled Persons**
- 21. St. Demetrius Supportive Care Service**
- 22. Stevenson Memorial Hospital**
- 23. The Bernard Betel Centre for Creative Living**
- 24. The Canadian Hearing Society - Simcoe Region and York Region**
- 25. The Canadian National Institute for the Blind**
- 26. The Vitanova Foundation**

27. Yee Hong Centre for Geriatric Care

- b) Approves the 2017-18 funding, volume and performance targets for the Central CCAC, including rolling over the two MSAA Indicators targets (90th Percentile Wait Time for Community Home Services (Community) and Percentage of Home Care Clients with Complex needs who Receive their Person Support Visit within 5 days of the date they were authorized for Personal Support Services), with the expectation that these will be replaced with a provincial MLAA target directly with the LHIN at a future date; and
- c) Delegates authority to the Central LHIN Chief Executive Officer to execute the 2017-18 Multi-Sector Service Accountability Agreement amendments for the above health service providers”

CARRIED
January-31-04

6.2.2 2016/17 Quarter 3 CEO Compliance Declaration

BE IT RESOLVED THAT:

“The Central LHIN Board of Directors approve the CEO and Board Chair to execute and submit the Declaration of Compliance to the Ministry for the 2016/17 third quarter.”

CARRIED
January-31-05

6.3 REPORTS OF COMMITTEES

None at this time.

7.0 CHAIR’S REPORT

Mr. Jestin congratulated the Stevenson Memorial Hospital team on receiving Exemplary Standing from Accreditation Canada last month. Mr. Jestin acknowledged the great work on behalf of Board Chair Michael Martin, and CEO Jody Levac along with all of the Board and Staff for being recognized for operations excellence.

Mr. Jestin also congratulated Mr. Dan Zanordee past President of St. Demetrius Development Corp. as, for being named an outstanding community contributor by MPP Yvan Baker. Mr. Jestin advised that this recognition was specifically for his volunteerism to seniors services.

The Board was provided with an update on LHIN Renewal activity taking place. Mr. Jestin noted that he currently serves on the Provincial LHIN Governance Work Stream along with other LHIN and CCAC Board Chairs. Mr. Jestin noted that the objective of those meetings is to establish a governance and accountability structure that reflects the expanded mandate of the LHINS.

Mr. Jestin advised that the group is working on the new LHIN Accountability Documents –

Memorandum of Understanding and Accountability Agreements and Mandate Letters. Mr. Jestin noted that from a Governance Policy perspective, minor aspects of our ByLaws #1 and #2 will need to be updated and work is underway.

Mr. Jestin advised that the legislation calls for three additional Board Members and the Ministry's goal is that all LHIN Boards have a minimum of 10 Members, but ideally 12, by Transition Day. Mr. Jestin noted the he has been in contact with Ministry's Appointments Advisor several times this month, and noted that Progress continues in Central LHIN.

It was noted that the provincial Governance Workstream is assessing onboarding and training requirements and as such a Request for Services (RFS) to support Board Training has been issued.

At the local level, Central LHIN's Transition Planning Task Force, with CCAC governance representation, has commenced and among materials prepared in support of transition, a plan has been shared to support on-boarding new LHIN Board members.

8.0 CEO REPORT – ITEMS FOR APPROVAL

8.1 Southlake Regional Health Centre Pre-Capital Submission-Perioperative Services Redevelopment

Ms. Tunney provided the Board with an overview of Southlake Regional Health Centre Pre-Capital Submission-Perioperative Services Redevelopment..

“ON MOTION made by Ms. Brenda Urbanski and seconded by Mr. Stephen Quinlan, IT WAS RESOLVED THAT,”

“The Central LHIN Board of Directors endorses Southlake Regional Health Centre’s Pre-Capital Submission – Part A, in respect of the Perioperative Services Redevelopment.

**CARRIED
January-31-06**

9.0 CEO REPORT – ITEMS FOR INFORMATION

Ms. Baker provided the Board with the following updates:

Transition Readiness

Organizational Structure

Across the province organizational charts of the new LHINs have also been approved by the Ministry and are in the process of being rolled in alignment with consistent guidelines and principles that have been provided to LHINs. In Central LHIN we have retained professional external human resource expertise to assist with the process and also to provide a resource and support to staff both in the LHIN and CCAC. Currently, the new LHIN organizational chart has been shared with both senior teams and confidential conversations are underway. The communication and engagement plan to cascade information and process to all staff is in development and will roll out as expeditiously as possible. Guiding principles in this process continue to be focused on minimizing disruption to service delivery which includes minimizing disruption to people and process to support stabilization moving forward.

The LHIN and CCAC staff continue to engage, learn and collaborate on transition planning particularly in relation to the four working groups (below) that are supporting the process more formally. Earlier today, materials developed from the work groups, that have governance implications, have been shared and discussed at the Task Force meeting which includes LHIN and CCAC Board representation.

- Finance and Administration
- HR operations
- Patients services
- Information technology

In relation to work that is pan-LHIN in nature the Ministry has struck an operations committee and workgroup structure to address pan LHIN decisions that are required to support the upcoming transfer of CCACs to LHINs.

Ms. Baker advised The Ministry of Health and Long Term Care has engaged Deloitte to undertake a readiness and capacity process across the LHINs. The Central LHIN and CCAC participated at both the staff and governance level on January 19 and 20th. Ms. Baker noted that a status report will be provided to each of the LHINs as part of the process.

Health Shared Services Ontario (HSSO)

The Minister has signed the transfer order for the transfer of the LHIN Collaborative (LHINC), LHIN Shared Services Organization (LSSO), and the Ontario Association of Community Care Access Centres to the new Health Shared Services Organization (HSSO) for March 1, 2017

System Transformation

Sub-Regions

Central LHIN's sub-regions have been approved by the Ministry and are posted on the Central LHIN website and shared with Health Service Providers. The team is in the process of developing an engagement plan to go out to the sub-regions later in March and into April. From a governance perspective identifying LHIN Board members in these sub regions who may wish to attend engagements will be brought forward as plans are developed.

Holiday System Pressures – Hospital Emergency Volumes

Ms. Baker advised that Central LHIN hospitals experienced significant volume surges in the emergency department over the holidays, primarily due to respiratory illness complaints.

Ms. Baker noted staff worked with our hospitals over the holidays and that several additional meetings have taken place with the Ministry of Health and Long Term Care, GTA LHINs and Hospital stakeholders to better understand the pressures and potential solutions to address these challenges and risks.

Ms. Dschankilic provided the Board with an update on the following items:

- 2016/17 Quarter 2 Stocktake Scorecard
- Ms. Dschankilic provided the board with an over view of each of the flagged indicators.

Ms. Tunney provided the Board with an update on the following items:

- Enhanced Assisted Living Update
- Foot Care
- Wave Two Syrian Refugee Health Response

10.0 OTHER BUSINESS

None at this time.

11.0 FUTURE MEETINGS

Tuesday February 28, 2017

2:00pm - 4:00pm

Central LHIN, 60 Renfrew Drive, Suite 360, Markham, ON L3R 0E1

12.0 MOTION MOVING INTO A CLOSED SESSION

“ON MOTION by Mr. Albert Liang and seconded Mr. David Lai , IT WAS RESOLVED THAT,”

“The members attending this meeting move into a Closed Session pursuant to the following exceptions of LHINs set out in s.9(5) of the Local Health Systems Integration Act, 2006:”

- Personal or public interest**
- Public security**
- Security of the LHIN and its directors**
- Personal health information**
- Prejudice to legal proceedings**
- Safety**
- Personnel matters**
- Labour relations**
- Matters subject to solicitor client privilege**
- Matters prescribed by regulation**
- Deliberations on whether to move into a closed session**

and further that the following persons be permitted to attend:

**Ms. Kim Baker
Ms. Karin Dschankilic
Ms. Chantell Tunney
Ms. Laurie Rose
Ms. Robin Gauzas**

Ms. Rosemary MacGilchrist.”

**CARRIED
January-31-07**

13.0 CLOSED SESSION CALLED TO ORDER
The session was called to order at 3:48 pm.

14.0 APPROVAL OF AGENDA

“ON MOTION by Mr. David Lai and seconded by Mr. Stephen Quinlan, IT WAS RESOLVED THAT,”

“The Agenda of the Closed Session of January 31, 2017 be approved as circulated.”

**CARRIED
January-31-08**

15.0 APPROVAL OF MINUTES
15.1 Review of Minutes of November 29, 2016

“ON MOTION by Mr. David Lai and seconded by Mr. Stephen Quinlan, IT WAS RESOLVED THAT,”

“The minutes of the Closed Session of November 29, 2016 be approved as distributed.”

**CARRIED
January-31-09**

16.0 CFIN-3 Financial Signing Authority
A motion was passed

**CARRIED
January-31-10**

17.0 Process and Transfer of IT Licence agreements and Leases
A motion was passed

**CARRIED
January-31-11**

18.0 Leasing Arrangements
A motion was passed

**CARRIED
January-31-12**

19.0 2016/17 Performance Review for CEO
A motion was passed.

**CARRIED
January-31-13**

20.0 MOTION MOVING OUT OF CLOSED MEETING

“ON MOTION by Mr. Albert Liang and seconded by Ms. Brenda Urbanski, IT WAS RESOLVED THAT,”

“The Closed Session is terminated (5:30 p.m.) and that closed session minutes are permitted to be shared with all Board members and permitted attendees.”

**CARRIED
January-31-14**

21.0 MOTION TO TERMINATE SESSION

“ON MOTION by Ms. Tanya Goldberg and seconded by Dr. Uzo Anucha, IT WAS RESOLVED THAT,”

“The session be terminated (5:30 p.m.)”

**CARRIED
January-31-15**



Warren Jestin, Chair



Robin Gauzas, Recording Secretary

