

**CENTRAL LOCAL HEALTH INTEGRATION NETWORK
BOARD OF DIRECTORS MEETING**

June 26, 2018 | 2:00pm-4:00pm

Central LHIN, 60 Renfrew Drive, Suite 300, Markham, ON

MINUTES OF MEETING

Board Members Present:

Mr. Warren Jestin, Board Chair
Mr. Charles Schade, Vice Chair
Mr. Michael MacEachern, Vice Chair
Mr. Stephen Smith, Board Secretary
Mr. Graham Constantine, Board Member
Ms. Tanya Goldberg, Board Member
Mr. David Lai, Board Member
Ms. Heather Martin, Board Member
Ms. Elspeth McLean, Board Member
Mr. Mark Solomon, Board Member
Ms. Aldous Young, Board Member

Regrets:

Ms. Audrey Wubbenhorst, Board Member

Staff Participants:

Ms. Kim Baker, Chief Executive Officer
Ms. Karin Dschankilic, Vice President, Performance and Corporate Services & Chief Financial Officer
Ms. Chantell Tunney, Vice President, Health System Planning and Engagement
Ms. Tini Le, Vice President, Home and Community Care
Ms. Barbara Bell, Vice President, Quality and Patient Safety
Ms. Karen Adams, Vice President, HR and Organizational Development
Ms. Katrina Santiago, Governance Associate, Recording Secretary

1.0 MEETING CALLED TO ORDER

The meeting was called to order at 2:12pm.

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 12 members is seven directors. A quorum was present at the meeting.

In accordance with the By-law, participants and guest speakers were introduced. No requests for public deputations were received or planned for this meeting,

3.0 APPROVAL OF AGENDA

ON MOTION made by Mr. Stephen Smith and seconded by Mr. Charles Schade,

“IT WAS RESOLVED THAT:

The Agenda be approved as circulated.”

**CARRIED
June-26-18-066**

3.1 WELCOME MEMBERS OF THE PUBLIC

Mr. Jestin welcomed all members of the public attending the board meeting.

3.2 PATIENT STORY

Mr. Jestin introduced Ms. Tini Le, Vice President, Home and Community Care. In recognition of World Elder Abuse Awareness month, Ms. Le presented a patient story that focused on elder abuse, following a patient who was receiving services for a chronic leg ulcer. When she stopped attending the nursing clinic for service and refusing home visits for supplies, it was later reported by a neighbor, and then confirmed by the patient, that she was being abused in the home. The story included details on the efforts that were put in place to support the patient and her family. It also shared details on Ontario’s strategy to combat elderly abuse, the evolution of home and community care resources and support for staff.

Discussion ensued regarding the duty of staff to report discovery of elderly abuse to the police, and the process for reporting. The prevalence of elderly abuse was also discussed.

4.0 BOARD DEVELOPMENT AND EDUCATION

4.1 Ministry-LHIN Accountability Agreement (MLAA) & Stocktake Performance – Overview and Key Findings

Ms. Sue Turcotte, Director, Performance, Contracts and Allocation, presented an overview of Central LHIN’s MLAA and Stocktake Performance including key findings from 2017-2018:

- Home and Community Care Wait Times
- Alternate Level of Care (ALC)
- Hips and Knees Surgery and Emergency Department (ED) Wait Times

- Mental Health and Substance Abuse
- Readmissions for Selected HIG Conditions

The quarterly overview gives the opportunity to look at how the LHIN fared on the indicators, what steps should be taken to mitigate risks, actions to improve performance and anticipate the LHIN will be at the end of the year. Ms. Turcotte highlighted that overall, Central LHIN is a high performer, doing very well in a very challenging year. Also shared was that the process for the report has been refreshed so that best practices as well as common challenges can be shared among the LHINs.

Discussion ensued regarding having the same targets across the LHINs regardless of funding and resources, which has been an ongoing conversation. Also discussed was the need to look more granularly into those indicators that are not achieving their targets and declining in performance. Further explanation was provided for the spike in percent ALC days, due to the need to discharge patients before transfer to the Reactivation Care Centre.

5.0 DECLARATION OF CONFLICT OF INTEREST

None at this time.

6.0 APPROVAL OF CONSENT AGENDA

ON MOTION made by Mr. Charles Schade and seconded by Mr. Michael MacEachern,

“IT WAS RESOLVED THAT:

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

**CARRIED
June-26-18-067**

6.1 Meeting Minutes – May 29, 2018

“BE IT RESOLVED THAT:

The Minutes of May 29, 2018 Board Meeting are approved as circulated.”

**CARRIED
June-26-18-068**

6.2 CEO Compliance Declaration – 1st Quarter

“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 2018/2019 first quarter.”

**CARRIED
June-26-18-070**

7.0 REPORTS/COMMENTS

7.1 Chair’s Verbal Report

Achieving Excellence Together Conference

Along with several other Board members, the Chair attended the Achieving Excellence Together Conference which brought together LHIN, patients, caregivers, providers and key partners to celebrate innovation, integration and excellence in health care delivery across all sectors. Among many sessions held, one was a session exclusive to LHIN CEOs and Board members, on the governance role in quality oversight, highlighting the dual mandate for quality of the system and quality of home care services.

The Chair invited feedback from Board members who attended. Overall, the conference was of high value with sessions that sparked many ideas and shed light on initiatives taking place in healthcare in areas of technology, strategic planning, community collaboration, social media, and with patients.

Congratulations to Dr. Monavvari

Dr. Alan Monavvari, who received a Department of Family and Community Medicine Postgraduate Award of Excellence for Role Modeling Clinical Excellence by the University of Toronto, was acknowledged. Dr. Monavvari is a member of the LHIN’s Eastern York Region Sub-Region collaborative table.

7.2 CEO Verbal Report

One Year Anniversary of Integrated Organization

As part of recognizing the anniversary of the transition, Ms. Baker has recently visited the LHIN’s sites and taken the opportunity to meet with staff. During these meetings there was an opportunity to celebrate and share some key accomplishments including achieving greater than 500 days without an “adverse event.” Over the year, process improvements implemented are seeing success including the results for 5-Day Wait Time for Nursing and 5-Day Wait Time for PSW indicators.

CarePartners Digital Breach Update

At 8:30 p.m. on Tuesday, June 11, 2018, LHINs were informed by the Ministry of Health and Long-Term Care (MOHLTC) of a cyber-attack with CarePartners -- a home care agency and one of the LHIN’s Service Provider Organizations. All 14 LHINs use CarePartners’ services. Under the Personal Health Information Protection Act, 2004

(PHIPA), each LHIN is the health information custodian (HIC) for patients and their personal health information (PHI). In its role as a contracted home care agency for the LHINs, CarePartners is acting as each LHIN's agent when these services are provided.

Since being notified of the cyber-attack, both the LHINs (in conjunction with Health Shared Services Ontario and CarePartners) have taken measures to prevent additional exposure and protect patient information, including the retention of a cyber security firm to contain and determine the extent of the breach. The Ontario Information and Privacy Commissioner (IPC) has also been notified and has opened a file.

From an issues management perspective, the media coverage of this issue has been balanced, consistent and receiving relatively low response from the public.

The Board was informed that in 2017 the Audit Committee approved an internal cyber security plan which includes staff training and improving website security. A Mobile Device Management (MDM) solution is also in the process of being purchased for mobile phones which will allow vulnerability scanning and pushing out updates. Secure printing has also been implemented internally.

7.3 VP Report

Special Needs Strategy - Update

Ms. Le provided a brief update on the Special Needs Strategy, indicating that work has been suspended until the new government provides direction. All partners and providers involved have been notified. The transition date was initially set for July 17.

Integrated Health Services Plan (IHSP) 2019-2022 – Board Update

Ms. Tunney, provided the Board with an update on IHSP 5, indicating that the LHIN's Core Capabilities are aligned with the approved Pan-LHIN imperatives, and feedback received from patients, residents, caregivers and providers, to date.

The Board reflected and discussed the importance of sharing best practices and improving communication across the LHINs, focusing on efficiencies, and anticipating the need for change with the aging population.

8.0 OTHER BUSINESS

None at this time.

9.0 FUTURE MEETINGS

Tuesday, September 25, 2018

2:00 p.m. – 4:00 p.m.

Central LHIN, 60 Renfrew Drive, Markham Ontario

10.0 MOTION MOVING INTO A CLOSED SESSION

ON MOTION by Ms. Elspeth McLean and seconded Mr. Charles Schade,

“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. Tini Le
Ms. Barbara Bell
Ms. Karen Adams
Mr. Mitchell Toker
Ms. Sue Turcotte
Ms. Katrina Santiago
Ms. Robyn Saccon.”**

**CARRIED
June-26-18-071**

CLOSED SESSION CALLED TO ORDER

The session was called to order at 4:02 p.m.

13.0 APPROVAL OF AGENDA

ON MOTION by Mr. Stephen Smith and seconded by Ms. Heather Martin,

“IT WAS RESOLVED THAT:

The Agenda of the Closed Session of June 26, 2018, be approved as circulated.”

**CARRIED
June-26-18-070**

14.0 APPROVAL OF MINUTES

14.1 Meeting Minutes – May 29, 2018

ON MOTION by Mr. Stephen Smith and seconded by Mr. Michael MacEachern,

“IT WAS RESOLVED THAT:

The Minutes of the Closed Session of May 29, 2018 be approved.”

**CARRIED
June-26-18-071**

15.0 2017-2018 Central LHIN Audited Financial Statements

A motion was passed.

**CARRIED
June-26-18-072**

16.0 Annual Reconciliation Report

A motion was passed.

**CARRIED
June-26-18-073**

17.0 2018/2019 Allocation Process and Priorities for Investment

A motion was passed.

**CARRIED
June-26-18-074**

18.0 Pre-Capital Submission – Humber River Hospital, Reactivation Care Centre – Church Site

A motion was passed.

**CARRIED
June-26-18-075**

19.0 2017-2018 Central LHIN Draft Annual Report

A motion was passed.

**CARRIED
June-26-18-076**

20.0 MOTION MOVING OUT OF CLOSED MEETING

ON MOTION by Mr. Michael MacEachern and seconded by Ms. Elspeth McLean,

“IT WAS RESOLVED THAT,

The Closed Session is terminated at 6:11 p.m. and that closed session minutes are permitted to be shared with all Board members and permitted attendees.”

**CARRIED
June-26-18-077**

21.0 MOTION TO TERMINATE SESSION

ON MOTION by Ms. Heather Martin and seconded by Mr. Mark Solomon,

“IT WAS RESOLVED THAT:

The session be terminated 6:12 p.m.”

**CARRIED
June-26-18-078**

Original signed by: _____
Warren Jestin, Board Chair

Original signed by: _____
Katrina Santiago, Recording Secretary