

Approved Minutes

Champlain LHIN Board

August 27, 2008 – 3:00 p.m.

Renfrew Inn & Conference Centre
Renfrew, Ontario

Board members in attendance: Marie Fortier (Chair), Wilmer Matthews, Michael LeMay (Vice-Chair), Jo-Anne Poirier, Robert Bourdeau, Andrew Dickson, Linda Assad-Butcher.

Regrets: Allison Griffith.

Staff Members: Robert Cushman, Suzanne Dionne, (Secretary & CEO), Vivian Thompson, Megan Ashley Bowes, James Fahey, Sylvie Bleau (recorder).

The meeting is called to order at 3h00 and one minute of silence is observed.

W. Matthews says few words of welcome and introduces Board of Directors from the valley communities: Andrew Dickson, Michael LeMay. He also mentions that Allison Griffith, who could not attend today's meeting, is also from the valley.

1. **One Minute of Reflection / Silence**
Welcome & Introductions

2. **Approval of Agenda:**

There being no changes submitted, the agenda is approved as distributed.

MOVED: A. Dickson / SECONDED: R. Bourdeau
ALL IN FAVOUR

CARRIED

3. **Declaration of Conflict of Interest:**

No declaration made.

4. **Approval of Minutes (June 25 & July 25, 2008)**

There being no objection, the minutes of June 25, 2008 are accepted as distributed.

MOVED: M. LeMay / SECONDED: W. LeMay
ALL IN FAVOUR

CARRIED

There being no objection, the minutes of July 25, 2008 are accepted as distributed.

MOVED: JA Poirier / SECONDED: R. Bourdeau
ALL IN FAVOUR

CARRIED

Business Arising

Minutes of June 25, 2008:

- KPMG MOHLTC & LHINs Effectiveness Review: Report has not been distributed yet, but will be shared as soon as it is available.
- The refreshed Accountability Agreement between Ministry and Champlain LHIN as well as refreshed Memo of Understanding were signed and sent to MOHLTC. The performance targets that were still under negotiation in the agreement have been set. M. Fortier reported these latter are low and will be challenging to meet the new targets.

5.

Generative Discussion

5.1 Board Retreat Follow up – Strategic Plan

Over the summer months, R. Cushman and the Senior Management Team revised the strategic plan presented at the Retreat. The revisions comprised the amalgamation of the Board's input, as well as taking into account the provincial strategic plan introduced earlier this year. R. Cushman presents the highlights prepared by C. LeClerc who was responsible for revising the plan.

Two questions for the generative discussion were distributed prior to the meeting.

1. ***Does this strategic plan fulfill the objectives set at the Board Retreat? Some of the comments from the discussion are listed below:***

- Overall comments are positive.
- The plan will help staff focus on the priorities identified.
- It is still an ambitious plan with a lot of objectives to meet. It will be challenging.
- Clarification is made that some of these objectives may remain on the Champlain Strategic Plan for several years as they progress.
- It is a step in the right direction to help with reallocation of funding. It will be distributed more appropriately, based on the set objectives.
- It is clarified that work on the Communications Strategy has begun and a draft document will be distributed to the Board for discussion at the September Board meeting.
- It is also clarified that once the Champlain Strategic Plan is finalised, it will be posted on our Web site and shared with the health service providers.
- Building a regional health system is a great goal. At this initial stage, it is felt that the starting point will focus on transforming the regional hospital system and as we progress through the

transformation agenda, the ultimate goal is to re-shape the regional health system.

- Need to put more importance on chronic disease management and persuade hospitals to play a leadership role to improve nutrition in all hospitals.

2. *How will you (senior management) move forward in terms of implementation / process and how do you plan to keep the Board informed?*

The template presented and developed by C. LeClerc will be refined and adjusted. It may require more details.

It was agreed that the following changes will be made to the plan:

- Wordsmith: Relating to access to health service, we need to change the wording to indicate that the Champlain LHIN will focus on “bringing the services to the people instead of bringing transportation to the people”.
- Wordsmith: In the Strategic Objective Template, change the word “abandoned” for a softer, more positive word.

MOTION: *THAT* the Board adopt the strategic plan with its goals and objectives as per two amendments suggested above.

MOVED BY: JA Poirier SECONDED BY: W. Matthews
ALL IN FAVOUR

CARRIED

R. Cushman expresses his appreciation to the Board, Senior Management as well as staff for their input in the strategic plan.

6. Consent Agenda

6.1 Proposed Collaborative Governance for all LHINs

M. Fortier indicates that there is one item under the consent agenda. This item was previously distributed to the Board Directors for their consideration, regarding the adoption of the proposed Collaborative Structures for all LHINs, the Ministry and the Provincial Associations. Votes received from Board of Directors prior to the meeting, indicate the Board is unanimously in agreement with this motion. After consultation there are neither concerns nor questions to be addressed.

The resolution previously distributed read:

MOTION: *WHEREAS* it has been determined that the proposed Collaborative Structures initiative is a “Common Issue”;

RESOLVED THAT the Champlain LHIN Board approve the Collaborative Structures as presented in order to support and sustain the evolution of key provincial entities (Ministry of Health and Long Term Care, LHINs, Associations) in alignment with the health transformation agenda; and ***THAT*** the Board Chair notifies Hy Eliasoph of its decision.

MOVED: W. Matthews / SECONDED: A. Dickson

7.

Operational Issues and Directions**7.1 Priorities for New Investments**

S. Dionne explains that Priority for New Investments (PNI) represents the first submission of the Annual Service Plan (ASP). This year's ASP submission will be divided in three parts: The first piece is asking the provincial government for new funding. The second piece will be submitted at the end of September and will reflect requests based on the risk analysis and finally in October will be the annual plan submission funding requests. This latter will include more details based on our strategic plan.

PNI are fairly large requests, some of which are submitted by several LHINs (group submission) and are based on common business cases. LHINs have identified topics for some common business cases such as: policy change to encourage voluntarisms, more supportive housing, innovation fund or continuation of the urgent priority funding (available to all LHINs and enables the Integrated Health Service Plan to move forward). These group submission business cases will be worked on by a team of LHIN representatives and will be provided to the LHIN Boards later.

S. Dionne reviews the three Champlain LHIN submission (previously distributed, to be posted on our Web site once approved):

- Regional Laboratory Medicine
- Dialysis Expansion
- Specialized Services for Individuals with Physical Care Needs and Behavioural Management Issues.

Concern is expressed by the Board as it relates to health promotion and prevention funding to decrease the incidence of diabetes instead of investing too much in dialysis units. R. Cushman indicates that the MOHLTC Strategy on Diabetes includes some funding dedicated for health promotion and prevention to affect lifestyle change.

MOTION: *THAT* the Board approve the three requests for Priorities for New Investments as presented.

MOVED BY: JA Poirier SECONDED BY: R. Bourdeau
ALL IN FAVOUR

CARRIED

7.2 Wait Times Update

R. Cushman informs the group that today's presentation is the first of several presentations to be coming to the Board over the next several months. Senior management and designated personnel will provide highlights of the overall wait time picture for Champlain, but will also provide further analysis on two wait time categories per meetings. One category will be analysed more in-depth to

provide a better picture.

CATARACT WAIT TIME: M. Bowes gives a presentation on cataract wait times (slide deck distributed will be posted on the Web site). Some points expressed by the Board are as follows:

- Concerns are expressed regarding the timing when patients' names are added to the waiting list (too early). It is clarified that the need to establish guidelines with specific definitions has been identified and the steering committee, comprised of experts, are working on this project. These guidelines will be used by all referring physicians. It is also confirmed that the steering committee is looking at a central registry.
- It is also expressed that ophthalmologists should provide more leadership to manage their own wait times.
- The group agrees it is important for the patients to retain the choice to change to a physician with a shorter wait list, or remain with the referred specialist, if they so desire. They also agreed that patients should all have access to quality care.

CT MRI WAIT TIME: J. Fahey presents on CT MRI (slide deck distributed will be posted on the Web site) Some points expressed by the Board are as follows:

- As for cataracts, we need to define how and when to use the various imaging tools, i.e. create an appropriateness tool to better assess the patient's need against the imaging tools available. Unfortunately, technology sector is quick to make the imaging products available before guidelines are developed by the practitioners. The Champlain Diagnostic Imaging Network will monitor and stay in contact with the group reviewing appropriateness guidelines presently in use in USA, UK and other countries in order to adopt and implement the best tool in our region. In this review of guidelines, cost effectiveness impact and treatment need to be considered.
- It is agreed that a central registry is essential to link radiologists and referring physicians.

7.3 Algonquin College/Pembroke Request for Support Letter

L. Assad-Butcher received a letter from the Chair of the Health & Community Studies of Algonquin College in the Ottawa Valley requesting that the Board of the Champlain LHIN provide a letter of support to the Ministry of Colleges and Universities for a new campus for Algonquin College in the Ottawa Valley. Details were provided to Board of Directors in the Summary Notes prior to the meeting. This issue was also tabled and approved by the Health Human Resource Council of the Champlain LHIN.

MOTION: *WHEREAS* the Health Human Resource Council of the Champlain LHIN reviewed and approved the request from Algonquin College, Ottawa Valley as distributed;

RESOLVED THAT the Board approve the request from Debra Balasevicius, Chair of the Health & Community Studies of the Algonquin College for a letter of support to the Ministry of Colleges and University for a new campus; and

THAT the Chair signs and forwards the support letter to Ms. Balasevicius.

MOVED: M. LeMay / SECONDED: JA Poirier

ALL IN FAVOUR

CARRIED

7.4 Voluntary Integration Nepean Support Services & Western Ottawa Community Resource Centre

M. Fortier invites V. Thompson to present the voluntary integration by the Nepean Support Services and the Western Ottawa Community Resource Centre. This is the first voluntary integration proposed since the inception of the Champlain LHIN (slide deck distributed will be posted on Web site). Board members and CEOs of each agency were introduced and spoke about the support from Karen Patzer, Planner at the LHIN and the overall support of the Champlain LHIN.

Following a question period following points were made:

- Community Engagement in this voluntary integration: Phase 1 comprised mostly an internal component of community engagement, i.e. between each agency. In Phase 2, the community engagement will involve clients and other agencies in the Nepean community. In Phase 3, community engagement will focus on how to pursue an ongoing engagement with the community.
- The Board congratulates both agencies for taking this initiative.
- It is the hope of the Champlain LHIN Board that other service providers will learn from their experience. Both agencies wish to share with other agencies their voluntary integration success story.

MOTION: *THAT* The Board of Directors of the Champlain Local Health Integration Network supports the voluntary integration of Nepean Support Services and Western Ottawa Community Resource Centre.

MOVED: L. Assad-Butcher / SECONDED: JA Poirier
ALL IN FAVOUR

CARRIED

7.5 Hospital Annual Planning Submission Update (IN CAMERA)

8

Information & Committee Reports

8.1 Nominations Committee Report – Recruitment (IN CAMERA)

8.2 Governance Committee Report Update

M. LeMay indicates that next Governance Committee meeting will be held on September 9th and a report will be on the Board's agenda for September 24th it will comprise items on Board work plan and peer-to-peer review.

8.3 Voluntary Disclosure to Canada Revenue Agency (IN CAMERA)

Remarks

9.1 Chair's

M. Fortier reports that the new Minister of Health and Long Term Care, David Caplan, met with all LHINs chairs and expressed his enthusiasm to work with the LHINs and improve the relationship between the Ministry and the LHINs. We were fortunate in Champlain, as the Minister also spent two days in Champlain visiting in Bourget for the opening of a Community Health Centre. Both M. Fortier and R. Cushman had a luncheon meeting with the Minister and his senior advisors. The itinerary was planned by the Office of the Minister. He visited CHEO, The Ottawa Hospital and Queensway Carleton Hospital, as well as the Community Care Access Centre accompanied also by local MPPs and by M. Fortier and R. Cushman. At the end of his visit, it was communicated that he will be coming for future visits in our area and we indicated that we hoped to be more involved in providing input into his future visits' itinerary.

No questions on the Chair's monthly report previously distributed.

9.2 CEO's

No questions on the CEO's monthly reports previously distributed.

MOTION TO MOVE IN CAMERA:

THAT 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 Integration Act, 2006:"

- ☒ Personal or public interest
- ☒ Personnel matters
- ☒ Matters prescribed by regulation

To approve confidential minutes;

To discuss HAPS Update;

To approve top candidates for Board of Director position;

To discuss voluntary disclosure to Canada Revenue Agency;

and further that the following person be permitted to attend:

Robert Cushman
Suzanne Dionne
Sylvie Bleau
Megan Serin Bowes

MOVED: M. LeMay / SECONDED: A. Dickson
ALL IN FAVOUR

CARRIED

END OF THE CLOSED SESSION

MOTION: That the meeting move out of the closed session and return to the open meeting.

MOVED: W. Matthews / SECONDED: R. Bourdeau
ALL IN FAVOUR

CARRIED

10. Conclusion

There being no objection the meeting concludes at 8:05 p.m.

MOVED: JA Poirier / SECONDED: M LeMay
ALL IN FAVOUR

CARRIED

Marie E. Fortier
Board Chair
Champlain Local Health Integration Network

Robert Cushman
CEO
Champlain Local Health Integration Network