APPROVED Minutes

Champlain LHIN Board

February 23, 2011 – 1:00 p.m.

Hampton Inn Conference Centre
100 Coventry Road, Ottawa, Ontario

Board members in attendance: Wilmer Matthews (interim Chair), Linda Keen, Alexa Brewer, Michael Degagné, David Somppi, Jo-Anne Poirier, Johanne Lacombe, Wilbert Keon

Regrets:

Staff Members in attendance: Alex Munter (CEO), Louise Grenier, Karen Patzer, Bernard Lamontagne, James Fahey, Chantale LeClerc, Suzanne Dionne, Elaine Medline, Sylvie Bleau (recorder)

Guests/Delegations:
Raj Bhatla, Psychiatrist-in-Chief/Chief of Staff, Royal Ottawa Health Care Group
Denis Vaillancourt, Président, Le Réseau des services en français de l'est de l'Ontario
Bruce Kennedy, Clinical Director of mental health, the Ottawa Hospital.

1. One Minute of Reflection / Silence
Welcome & Introductions

The meeting is called to order at 1:05 p.m. and W. Matthews welcomes guests and observers and one minute of reflection is observed.

W. Matthews introduces Dr. Wilbert Keon as the new Chair of the Champlain LHIN Board Directors.

2. Approval of Agenda:

- Item 7.4: There is a change in the title of this item. It is a DRAFT Annual Business Plan and will be discussed in-camera. The final annual business plan will come back to the Board for final approval later this summer.
- 7.3: item will be moved up on the agenda as guest speaker needs to leave.

There being no objection, the agenda is accepted as amended.

3. Declaration of Conflict of Interest:

- W. Matthews declares a possible conflict of interest regarding St. Francis Memorial Hospital.

- D. Somppi declares a possible conflict of interest regarding Price Waterhouse Cooper.

4. Approval of Minutes -- January 26, 2011

There being no objection, the minutes of January 26, 2011 are accepted as presented.

MOVED: J. Lacombe / SECONDED: JA Poirier
ALL IN FAVOUR

CARRIED

Business Arising

No business arising.

5. Strategic Priorities

5.1 Mental Health and Addictions – Part 2

5.1.1 Overview: Mental Health & Addictions Accomplishments

Time Allotted: 1:10-1:31

L. Grenier presents an overview of the mental health and addictions accomplishments in Champlain (see slide deck posted on our website). Accomplishments relate to youth, access to service, supportive housing, quality/consistent delivery of services and improvement in organizational structure.

Attendance Update: J. Lacombe left at 1:15 PM

A question period follows and comments/clarifications are provided regarding: our plan/priority to address mental health service needs in the community through our Integrated Health Service Plan and Annual Business Plan; services targeting aboriginal population, improvement/shift of funding to address mental health needs; improve interactions between ministries involved in delivering mental services; linking with other programs/groups not funded through the LHIN; withdrawal management treatments.
ACTION: A. Munter to provide the Board a copy of report of the Select Committee on Mental Health and Addictions.

5.1.2 Integration of Mental Health Program in Cornwall

Time Allotted: 1:32- 1:36

L. Grenier presents a proposal for a voluntary integration between two sexual assault counseling programs in Cornwall: Maison Baldwin and the Cornwall Community Hospital Assault and Sexual Abuse Program (see slide deck posted on our website). The service will be consolidated at the hospital starting April 1, 2011.

There is no motion but the Board indicates that it does not object to the voluntary integration which would allow the integration to proceed according to subsection 27(1) of the Local Health System Integration Act, 2006. The Board also congratulates Maison Baldwin and their partner, Cornwall Community Hospital for being proactive and solution –oriented in serving the best interest of the client.

5.1.3 Integrated Access to Inpatient Mental Health Beds (3:00 p.m.)

Time Allotted: 2:15-2:35

Dr. Raj Bhatla presents to the Board an approach of integrated access to inpatient mental health and addictions beds. It is a partnership between: Pembroke General Hospital, the Ottawa Hospital, Cornwall Community Hospital, Hôpital Montfort, Queensway Carleton Hospital and the Royal Ottawa Health Care Group. All are working together to create and sustain a more seamless system of health services. A demonstration of the electronic 'bed board' was provided. This new project improved care for clients by managing the way the health system administers mental health hospital beds. This is an integration project that was launched in January 2011. The Champlain LHIN provided one-time funding for the planning and implementation of this initiative.

10 minutes recess 2:35 to 2:50

A question period follows and addresses internal transfers of patients using this tool.

6. Consent Agenda

No item under consent agenda

7. Operational Issues and Directions

7.1 Funding Allocation – Part 2

Time Allotted: 2:50-3:20

J. Fahey presents a detailed summary of the distribution of specially approved LHIN funds to health service providers in 2010-11 (see slide deck posted on website). Overall funds were allocated across the region and sectors and in line with population distribution. Allocations are based on the Champlain LHIN Board approved decision making tool and our priorities.

A question period follows addressing: programs/projects under Aging at Home that have had their funding allocation transferred to base funding; one time funding dilemma and how it can really improve services; Clarification is made that the decision making framework will be re-visited by the Audit Committee this spring.

Public & In-Camera

7.2 Accountability Agreements

Time Allotted: 3:22- 3:40

B. Lamontagne and S. Dionne present the latest developments on the accountability agreement process.

<u>Multi Sector:</u>
S. Dionne provides the latest details regarding the Community Annual Planning Submission and Multi Sector Accountability Agreement (CAPS & MSAA) (see slide deck posted on our website). There are quite a few accountability agreements to be submitted (deadline for submission was February 21). Twenty submissions have been reviewed and five are ready to be approved (see table *Recommendations for 2011-14 CAPS Approvals (posted on our website and attached to the minutes*). The board will discuss during the in-camera the non-submissions.

MSAA template agreement and schedules have been finalized. Service providers have received training. MSAA completed schedules will be forwarded to service providers in early March for their

review and approval.

MOTION
Whereas the Champlain LHIN must sign Multi-Sector Accountability Agreements (MSAA) for 2011-14 with all community Health Service Providers (HSPs) by March 31, 2011;
Whereas the Champlain LHIN has initiated the review of Community Annual Planning Submissions (CAPS) 2011-14;
Be it resolved that:
The LHIN Board accepts the 2011-14 CAPS as presented for the HSPs listed in the document "*Recommendations for 2011-14 CAPS Approvals*" and authorizes the Champlain LHIN Chair of the Board of Directors and the Chief Executive Officer to proceed with execution of the 2011-14 MSAA with these HSPs.

MOVED: D. Somppi / SECONDED: M. Degagné
ALL IN FAVOUR

CARRIED

Hospital:
B. Lamontagne provides an update on the Hospital Annual Planning Submissions and Hospital Services Accountability Agreement (HAPS & HSAA) (see slide deck posted on our website). Gap-Based Accountability Planning Submission (GAPS) were due February 21. As of February 17, two out of twenty hospitals had submitted the GAPS. The LHIN legal service is preparing the extension agreement template and schedules for the 2011-12 HSAA.

The Board receives an update on *the Proposed 2011-12 HSAA CHLHIN Local Obligations* (posted on our website and attached to the minutes) and on the new performance indicators.

The question period provides clarification regarding: Excellent care for All indicators and reports.

MOTION
Whereas the Champlain LHIN may add specific local performance indicators and obligations for HSPs to meet regional needs into the 2011/12 HSAA Extension Agreement,

Be it Resolved that

I. The proposed obligations outlined in the document "Proposed 2011/12 HSAA Champlain LHIN Local Obligations (February 17, 2011)" be approved for incorporation into the 2011/12 HSAA Extension Agreement; and
II. Recognizing that some changes to the local obligations as presented may need to be made before the execution of the 2011/12 HSAA Extension Agreement, the Chief Executive Officer of the Corporation be, and hereby is, authorized to approve any subsequently proposed changes on behalf of the Corporation, provided that such changes do not substantively alter the spirit and intent of the obligations.

MOVED: A. Brewer / SECONDED: D. Somppi
ALL IN FAVOUR

CARRIED

7.3 French Language Services Entities – Accountability Agreement

Time Allotted: 1:50- 2:15

All LHINs have been asked to approve the template for the French Language Health Planning Entity (FLHPE) Accountability Agreement which was developed by a provincial working group comprised of LHIN, French language Health Planning Entity (FLHPE), Office of Francophone Affairs and the Ministry. N. Lafrenière-Davis presents to the Board the historical context of the planning entities (see slide deck posted on our website). As Crown Agencies, the LHINs have obligations to address the needs of francophone communities through two legislations: the French Language Services Act and the Local Health System Integration Act. In March 2010 the Ministry issued a call for proposals that led to the selection of six French Language Health Planning Entities, one of which, Le Réseau des services de santé en français de l'Est de l'Ontario, became the FLHPE for Champlain and South East LHINs. The LHINs are required to enter into a formal agreement with the FLHPE for their region and begin funding the operations of the FLHPE. The Champlain LHIN has had a previous agreement with Le Réseau before being designated as the official planning entity. This previous agreement has been used to develop the new accountability agreement.

Denis Vaillancourt makes a brief presentation on the history of Le Réseau, its structure and the strong partnership that already exists with the Champlain LHIN.

The question period provides clarification regarding issues beyond the scope of the agreement that may arise once work plans have been developed by the groups involved.

MOTION:
Whereas the LHINs are required to enter into a formal agreement with the FLHPE in their region; and
Whereas a template agreement has been developed in partnership with LHINs, FLHP and Ministry of Health and Long Term Care representatives;

Be it resolved

i. That the Champlain LHIN Board endorses the template for the FLHPE Accountability Agreement;
ii. That the Champlain LHIN Board delegates authority to the Champlain LHIN Board Chair and CEO to sign the final negotiated agreement once the schedules in the accountability agreements have been finalized.

MOVED: JA Poirier / SECONDED: L. Keen
ALL IN FAVOUR

CARRIED

In-Camera

7.4 DRAFT Annual Business Plan

7.5 Community Engagement – Part 2

Time Allotted: 1:37-1:55

K. Patzer presents a summary regarding the LHIN Community Engagement Guidelines and Toolkit previously distributed and developed by the Ministry (see slide deck, guidelines and toolkit posted on our website). The guidelines provide LHINs with consistent tools to plan and evaluate their community engagement approaches. The new guidelines will support and enhance current activities.

The group agrees that the Champlain LHIN adopt the new Community Engagement Guidelines and Toolkit. The next steps for the Champlain LHIN staff will be: to implement within each LHIN priority area; complete an annual community engagement plan; constitute a community engagement committee and proceed with ongoing evaluation and shared learning.

The question period provides clarifications and comments regarding: funding of community engagement activities (more information will be provided to the Board at a later meeting on this topic); involving the public and not only stakeholders in community engagement; making it easy for all health service providers to implement the community engagement toolkit.

7.6 Compliance Certificate – CEO

Time Allotted: 1:55 – 1:57

There being no exception listed on the CEO Compliance Certificate for January 2011 and no question from the Board, the certificate is received as presented.

8 Information & Committee Reports

Time Allotted: 3:40 -3:45

W. Matthews tables a motion relating to the transfer of power to the new Board Chair, Dr. Wilbert Keon.

MOTION:
THAT the Board approves the following:

i. as of February 23, 2011, Dr. Wilbert Keon will assume the role of Chair and all of its responsibilities;
ii. Wilmer Matthews will return to Board Director position;
iii. Jo-Anne Poirier will remain Vice-Chair until June 2011; and
iv. For the Corporation's bank account, the signing authority will return to the Chair and CEO.

MOVED: L. Keen / SECONDED: M. Degagné
ALL IN FAVOUR

CARRIED

Dr. Keon commended the work of the original Board Directors and CEO. He thanked several staff member including A. Munter and W. Matthews for their help and guidance during his initial orientation process.

Dr. Keon tables a motion regarding the approval of meeting schedules (board and committees) for 2011-12.

The Board is informed that discussion between A. Munter, Dr.Keon and W. Matthews lead to the conclusion that it would be best to postpone the Board Retreat planned for April until all new Board Directors are appointed. This issue will be discussed at the Governance Committee and Board Directors will be informed when a new date has been selected.

MOTION:
That the Board approves the Board meeting schedule and the Committees meeting schedule for the new fiscal year 2011-12 as distributed.

MOVED: JA Poirier / SECONDED: L. Keen
ALL IN FAVOUR

CARRIED

9 Remarks

9.1 CEO's Report

3:45-- There is no question regarding the CEO monthly report.

5 minutes Recess from: 3:45-3:55

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:"

TIME ALLOTED FOR THE IN-CAMERA SESSION: 3:55- 4:25

X Personnel matters
X Matters prescribed by the regulation

- Approve confidential minutes;
- Provide an update on the Multi-Sector and Hospital Service Accountability Agreement process;
- To review the draft Annual Business Plan.

And further that the following individuals be permitted to attend for these items,
Elaine Medline
Bernard Lamontagne
Sylvie Bleau
Suzanne Dionne
Chantale LeClerc
Alex Munter

MOVED: L. Keen / SECONDED: A. Brewer
ALL IN FAVOUR

CARRIED

END OF THE CLOSED SESSION

MOTION:
THAT the Board concludes the in-camera session and move back in a public meeting.

MOVED: D. Somppi / SECONDED: A. Brewer
ALL IN FAVOUR

CARRIED

10. The Chair has no issue to report in the public meeting regarding business conducted during the in-camera session and the Board agrees with the business conducted and information received. The Board also agrees that it is in the best interest of the Champlain LHIN that business conducted and actions taken during the in-camera session not be reflected in the public minutes.

Conclusion

There being no objection the meeting concludes at 4:30 p.m.

MOVED: A. Brewer / SECONDED: Dr. Keon
ALL IN FAVOUR

CARRIED

Wilmer Matthews
Interim Chair
Champlain Local Health Integration Network

Alex Munter
CEO
Champlain Local Health Integration Network