Aproved / Minutes

Champlain LHIN Board

May 25, 2011 – 1:00 p.m.

Ma-Te-Way Activity Centre, Ma-Te-Way Hall
1 Ma-Te-Way Park Drive, Renfrew

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

Regrets: None.

Staff Members in attendance: Alex Munter (CEO), Chantale Séguin, Louise Grenier, Eric Partington, Chantale LeClerc, Suzanne Dionne, Carole Ouellette, Elaine Medline, Sylvie Bleau (recorder)

Guests/Delegations:
Shawna Babcock, Executive Director - Kid Active, Lead - Healthy Communities Partnership, Renfrew County
Michael Nolan, Director Emergency Services, Renfrew County Paramedic Services
Dr. Simon Davidson, Medical Director of the Mental Health Patient Service Unit, the Regional Chief of the Specialized Psychiatric and Mental Health Services for Children and Youth, Chief Strategic Planning Executive of The Provincial Centre of Excellence for Child and Youth Mental Health, CHEO
Karen Tataryn, Operations Director, Mental health Patient Service Unit, CHEO
Gilles Lanteigne, Chief Executive Officer, Champlain Community Care Access Centre
Jeremy Stevenson, Chief Operating Officer, St. Francis Memorial Hospital
John Jordan, Executive Director, Rainbow Valley Community Health Centre

1. One Minute of Reflection / Silence
Welcome & Introductions

The meeting is called to order at 1:00 p.m. Dr. Keon welcomes guests and observers. One minute of reflection is observed.

Dr. W. Keon presents, to the original two Board Directors Wilmer Matthews and Jo-Anne Poirier, a certificate of recognition for their contribution over the past six years to the Champlain LHIN.
He thanks them on behalf of the Board and staff for their valuable input during this time of evolution of our Board and of the Champlain LHIN.

2. Approval of Agenda:

One item was added under Governance:

- Appointment of Alex Munter, Chief Executive Officer, as the Board Secretary.

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 -- April 27, 2011

There being no objection, the minutes of April 27, 2011 are accepted as amended.
Correction to the attendance list: J. Beauchamp was present.

MOVED: A. Brewer / SECONDED: J. Lacombe
ALL IN FAVOUR

CARRIED

Business Arising

There is no business arising.

5. Strategic Priorities

5.1 Healthy Community Partnership – Renfrew County

Time Allotted: 1:15- 1:25

A.Munter indicates that some of the best examples of partnership and organizations working together to deliver services for better health outcomes are in Renfrew County. A.Munter introduces S. Babcock and M. Nolan who will present a program about improving the population's health. This group works together with various stakeholders in the region and their goal is to keep people healthy as much as possible for as long as possible, outside of the health care system.

This new partnership intends to improve the population`s health such as obesity and smoking. The partnership involves more than 120 partners working together to build a healthy community through innovative programs, community engagement and policy recommendations (see slide deck posted on our website).

5.2 Youth Transition Project: Improving Quality of Mental Health Care and Patient Safety for Transitional Youth and Young Adults

Time Allotted:

A.Munter reiterates that mental health and additions is one of the LHIN's priorities. He indicates that the goal of such a project is greater than a successful transition from one agency to another. The

1:30- 2:05. ultimate goal is to better support teenagers into successful adulthood during this transition period in their life.

L. Grenier introduces the speakers Dr. Davidson and K. Tataryn. She indicates that they successfully achieved a major task; they have assembled four ministries around this project to work together to address a better transition of mental health care for this population.

Dr. Davidson and K. Tataryn present (see slide deck on the website) the result of an 18th month pilot project, funded by the Champlain LHIN, and the introduction of a new model of care for young clients struggling with complex mental health conditions. The project brings together health professionals from children`s and adult mental health services. A detailed evaluation of the project will take place before expanding it across the Champlain region.

Questions are addressed and comments are shared regarding the following issues:

- Involvement of the education sector would be beneficial, particularly regarding the contribution they can bring to prevention;
- Expansion to rural areas;
- Re-engineering the system and reallocating resources.

5.3 Community Care Access Centre`s Evolving Role to Support Transitions in Care

Time Allotted: 2:06 – 2:20.

A.Munter and G. Lanteigne provide a joint presentation on the expanded role of the CCAC (see slide deck posted on our website).

The 14 CCACs in Ontario will become the single point of access for adult day programs, complex continuing care beds, rehabilitation beds and supportive housing. Work has begun across all CCACs. The Champlain CCAC will be ready to take on its full role in 2013. CCAC will be moving to the centre of the health system and link people more effectively to the appropriate services. This system improvement will benefit hospitals by better supporting hospital staff, and will help residents and families to navigate a complex health system.

6. Consent Agenda

Time Allotted: 2:20- 2:27

Dr. Keon provides details regarding the items under the consent agenda. It comprises the CEO`s Compliance Certificate for April, as well as new and revised policies previously approved by the Audit Committee at their meeting of May 18:

- Equipment Reservation (CH OPS 02)
- Travel and Other Expenses (CH FIN 04)
- AP and JE Accounting Processes (CH FIN 05)
- Procurement – Good & Services (CH PURCH 01)
- Procurement – Consulting Services (CH PURCH 02)
- Approval of Discretionary Funding to HSPs (CH HSP 01)
- Surplus Reallocation (CH HSP 04)

J. Lacombe indicates that the Directors request more clarification to the policy CH FIN 04 as it relates to the Board Directors' Travel and Other Expenses. It is agreed by the Board to approve the other items under the consent agenda, but not policy CH FIN 04. S. Dionne agrees to revise this policy as requested.

MOTION:
That the Board of Directors approves:

a) The CEO Compliance Certificate for April 2011 as presented;
b) The policies as presented, except for CH FIN 04;
   i. CH FIN 04 policy be revised to provide more clarity as it pertain to the Board Directors travel expenses/mileage;
   ii. That the revised policy CH FIN 04 be presented for approval at the Board meeting of June 22, 2011.

MOVED: J. Lacombe / SECONDED: D. Somppi
ALL IN FAVOUR

CARRIED

7. Operational Issues and Directions

7.1 Madawaska Valley – Voluntary Integration

Time Allotted: 2:27-2:47

A.Munter introduces this initiative that lead a group of health service providers to an integration model that will be used across the Champlain region.

C. Seguin along with J. Stevenson and J. Jordan provide more details and background on this voluntary integration (see slide deck posted on our website). It is the first voluntary integration in Ontario to involve a hospital and community health centre. This new set-up will enhance primary care services in Renfrew County by making it easier to recruit health professionals to the community health centre, and by ensuring more local input into the service delivered. Community engagement took place and will continue, to ensure a smooth transition for the community. The Boards of Directors from Lanark Health and Community Services and St. Francis Memorial Hospital have approved this integration project and are ready to proceed.

Question period follows and comments are shared regarding lessons learned and the cost of integration.

MOTION:
Be it resolved that the Champlain LHIN Board of Directors will not issue an integration decision thereby allowing the voluntary integration of Rainbow Valley Community Health Centre point of access of Lanark Health and Community Services (LHCS) with St. Francis Memorial Hospital after the required 60 day period.

MOVED: L. Keen / SECONDED: JA Poirier
ABSTENTION : W. Matthews (COI)
ALL IN FAVOUR

CARRIED

7.2 Queensway Carleton Hospital – Dietary Capital Project

Time Allotted: 2:47- 2:55

E. Partington provides background regarding this capital project. He indicates that he is also presenting on behalf of John Martin, Director of Health Services of the Queensway Carleton Hospital.

This renovation project involves creating food preparation areas to bring in its '*Simply Outstanding Hospital Food Initiative*' (SOHFi). The new dietary program benefits will offer patients a menu of choices with better tasting, fresher food served on china platters. It will improve patient meal satisfaction and reduce waste. It is also a green initiative and will have no increase in operational costs.

During the question period, clarification is provided that the nutritional value is not included in this improvement, only the element of freshness is to be improved. ACTION: E. Partington will provide directly to Board Directors further clarification, i.e. whether the nutritional value of meals will change (improve or remain the same).

MOTION
Whereas the newly developed Capital Planning process outlines that the LHIN has responsibility for reviewing and supporting the program and service elements of capital project;
Whereas the LHIN has provided support for the functional program for the Phase 3 Redevelopment of the Queensway Carleton Hospital in September 2008, however at the time the functional program did not include specific improvements to the hospital's dietary services;
Whereas the new Simply Outstanding Hospital Food Initiative (SOHFi) strategy has been adopted by several other peer hospitals and the pilot project at the Queensway Carleton Hospital has demonstrated improved patient satisfaction and will not impact on the operational expenses of the hospital;

Be it resolved that the LHIN Board of Directors confirms full support for the Simply Outstanding Hospital Food Initiative (SOHFi) Strategy as an "own funds" project.

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

CARRIED

7.3 Community Engagement Annual Plan - Approval

Time Allotted: 2:56 – 3:11

C. LeClerc presents the Community Engagement Strategy and Framework. She thanks LHIN staff for their input and K. Patzer who wrote and revised the strategy and the framework.

The framework provides information about the LHIN`s commitment and approach to community

engagement in health system planning and decision making. The plan outlines community engagement activities that will contribute to the health system improvements for the current fiscal year. C. LeClerc provides background and processes on the development of these documents. Following Board approval, the documents will be finalized, sent to translation and shared with our health service providers, as well as posted on our website.

A question period follows and the following points are covered: Consultations with the public and the need to define stakeholders. Also, one addition is noted regarding the Governance Advisory Councils.

MOTION:
That the Board of Directors approves:

a) the Champlain Community Engagement Strategy, including the Community Engagement Framework and Community Engagement Plan 2011-12, and
b) Make it available to the public through usual communication channels.

MOVED: A.Brewer / SECONDED: W. Matthews
ALL IN FAVOUR

CARRIED

7.4 Perley Rideau Veterans Health Centre – Approval of Service Agreement

Time Allotment:' 3:12 – 3:16

E. Partington presents the Perley Rideau Veterans Health Centre (PRVHC) Service Agreement (LSAA) for Board`s approval. There were outstanding issues to be resolved before being signed with the other agreements finalised last year. These issues, relating to their funding, were recognised by the Ministry and resolved over the past year.

MOTION:
Whereas the LHIN and Long Term Care Homes are required to enter in a 2010-13 Long Term Care Services Accountability Agreement effective July 1, 2010;
Whereas the Perley Rideau Veterans' Health Centre (PRVHC) and the Champlain LHIN have worked closely with the Ministry to resolve issues that prevented the timely execution of the 2010-13 LSAA to the Champlain LHIN;
Whereas the PRVCH has provided a signed 2010-13 LSAA to the Champlain LHIN;

Be it resolved that the LHIN Board of Directors authorizes the Chair of the Board of Directors and the LHIN Chief Executive Officer to execute the 2010-13 LSAA between the PRVHC and the LHIN.

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

CARRIED

8. Information & Committee Reports

Time Allotted 3:16-3:30

8.1 Audit Committee

J. Lacombe and S. Dionne provide a summary of the last meeting of the Audit Committee held on May 18 and the decisions that are being presented to the Board for adoption. Draft minutes will be distributed separately to Board Directors later. A few more details will be shared during an in-camera session that will follow at the end of the meeting.

- Deloitte's Audited Financial Statement and Survey Report:
  S. Dionne presents a verbal summary of the audit survey and the approved financial statements presented to the Audit Committee and previously distributed to the Board.

  MOTION:
  That the Board of Directors approves Deloitte's Survey Report and Audited Financial Statement dated April 2011 as presented.

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

  CARRIED

- Q4 Report (January to March 2011)
  S. Dionne reviews the scorecard and summarizes the reports that were approved by the Audit Committee and previously distributed to the Board.

  MOTION:
  That the Board of Directors approves the Q4 report as presented.

  MOVED: JA Poirier / SECONDED: A. Brewer
  ALL IN FAVOUR

  CARRIED

- Decision Framework:
  S. Dionne presents the new framework adopted by all LHNs, based on our initial framework developed by L. Grenier with the Champlain LHIN Board a few years ago. This tool has been modified and adopted by all LHINs. It follows the same steps as our previous framework, but it is more rigorous. It includes a better model to resolve disputes.

  Questions are addressed regarding weighing of criteria. Clarification is provided that all LHINs will use this framework and that a coordinated communication strategy will be developed for health service providers.

MOTION:
That the Board of Directors approves the Decision Framework as presented.

MOVED: W. Matthews / SECONDED: D. Somppi
ALL IN FAVOUR

CARRIED

8.2 Governance & Community Nominations Committee

Time Allotted 3:30-3:35

M. Degagné and D. Somppi provide a verbal report on the meeting of the joint Governance & Community Nominations Committee held on May 17 and the decisions coming to the Board for approval. Draft minutes of this meeting will be distributed separately to Board Directors later.

- Board Retreat:

The retreat will take place on June 21, 2011 at the LHIN office. W. Matthews and J. Nininger will present the Champlain LHIN historical background and governance model. Senior Management and past Board Directors will be invited to participate.

- Terms of Reference for Committees and Governance Advisory Councils:

The Committee agreed that the timing is appropriate for a major review of the Committees' Terms of Reference (content, format and work plans), including the Board work plan. L. Keen will work with LHIN staff and outside resources to complete this task during the coming months. Revised terms of reference will be presented to the Governance Committee later this summer and subsequently to the Board.

- Adoption of new Vice Chair:

Since the present interim Board Chair, Jo-Anne Poirier, is ending her term as of May 31, 2011 the following motion is presented to the Board. This Order in Council will not be issued until the fall.

MOTION:
That the Champlain LHIN Board of Directors recommends Jocelyne Beauchamp as the new Vice-Chair;
That Dr. W. Keon inform Minister Deb Matthews of this decision in order to provide Jocelyne Beauchamp an official Order-In-Council for this appointment as soon as the process is running again.

MOVED: JA Poirier / SECONDED: A.Brewer
ALL IN FAVOUR

CARRIED

- Update - Order in Councils:

The last two appointments are expected to be received and be effective as of June 2, 2011. The new Board Directors will be invited to attend the Board Retreat and the June Board meeting.

Added Item

- <u>Appointment of Secretary to the Board</u>

  MOTION:
  That the Board approves Alex Munter as the Secretary to the Board.

  MOVED: W. Matthews / SECONDED: A.Brewer
  ALL IN FAVOUR

CARRIED

9. Remarks

9.1 Chair's Report

Dr. W. Keon provides a brief verbal update on the activities of the last month. He confirms the two new board members will be in place for the next board meeting. The Board retreat will be an education for new Board Directors regarding the governance model.

9.2 CEO's Report

A.Munter provides brief remarks. There being no further question, the Board receives the CEO monthly report for April as distributed.

Questions regarding contracting and personnel will be addressed in the in-camera session.

10. MOTION TO MOVE IN CAMERA

RECESS from: 3:35-3:40

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:"

X Personnel matters
X Matters prescribed by the regulation

TIME ALLOTED FOR THE IN-CAMERA SESSION: Started at 3:40-4:09

- Approve confidential minutes;
- CEO Report
  And further that the following individuals be permitted to attend for this item,
  Elaine Medline
  Carole Ouellette
  Sylvie Bleau
  Suzanne Dionne
  Chantale LeClerc
  Alex Munter

- To discuss CEO Performance Evaluation and Compensation Committee.
  And further that the following individuals be permitted to attend for this item,
  Sylvie Bleau
  Alex Munter

  MOVED: JA Poirier / SECONDED: D. Somppi
  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: J. Beauchamp / SECONDED: D. Somppi
ALL IN FAVOUR

CARRIED

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.

11. Conclusion

There being no objection the meeting concludes at 4:10 p.m.

MOVED: W. Wilmer / SECONDED: JA Poirier
ALL IN FAVOUR

CARRIED

Wilbert Keon
Chair
Champlain Local Health Integration Network

Alex Munter
CEO
Champlain Local Health Integration Network