

Approved Minutes

Champlain LHIN Board
April 24, 2013 - 1:00 p.m.

West Carleton Community Complex
5670 Carp Road, Ottawa, Ontario
(See link on page 2 for directions)

Board Members in Attendance: Wilbert Keon (Chair), Jocelyne Beauchamp, David Somppi, Linda Keen, Marie Biron.

Regrets: Elaine Ashfield, Alexa Brewer.

Staff Members in Attendance: Chantale LeClerc (CEO), Elaine Medline, Nicole Lafrenière-Davis, Suzanne Dionne, Colleen Taylor.

Guests :

Jack McCarthy, Executive Director, Somerset West Community Health Centre

Merry Cardinal, Director, Primary Care Services, Somerset West Community Health Centre

Jacinthe Desaulniers, Executive Director, Le Réseau des services en français de l'est de l'Ontario

1. One Minute of Reflection / Silence Welcome & Introductions

The meeting is called to order at 1:10 p.m.

Dr. Keon and J. Beauchamp welcome observers in both official languages. Observers are asked to introduce themselves and one minute of silence is observed. Dr. Keon also reminds observers about the guide to open board meetings.

Dr. Keon asks observers to indicate (by raising their hands) if they have difficulties hearing the conversation at the table.

2. Approval of Agenda:

There being no further addition, the agenda is approved as distributed.

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

CARRIED

3. Declaration of Conflict of Interest:

- D. Somppi declares a possible conflict of interest regarding Pricewaterhouse Coopers.

4. Approval of Minutes -- March 27, 2013

There being no objection, the minutes are approved as amended.

Amendment: To include the Committee Chair's opening remarks delivered at the inaugural meeting of the French Language Services Committee held February 21, 2013.

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

CARRIED

4.1 Business Arising

There is no business arising.

5. Strategic Priorities

5.1 Voluntary Integration of Prescott and Russell Mental health Crisis Services and Geriatric Psychiatry Service with Hôpital général de Hawkesbury et district

Time
Allotted:
2:05-2:35
(20 min)

Nicole Lafrenière-Davis provides a presentation on the integration including the historical development leading to the proposed integration (see slide deck posted on our Web site [HERE](#)) The integration proposes that mental health crisis services and geriatric psychiatric care, presently offered by from Hôpital Montfort for clients located in Prescott-Russell, be transferred to the Hawkesbury & District General Hospital. This change follows the recommendations of the Eastern Counties Hospital Clinical Services Distribution Plan presented and endorsed by the Champlain LHIN Board in May 2010. Clarification is provided that due diligence was conducted, including community engagement with clients, families and community partners. Staff and unions have also been consulted and are in agreement with the transfer of services.

MOTION:

Be it resolved that the Champlain LHIN Board of Directors will not issue an integration decision, thereby allowing the voluntary integration of the Prescott-Russell Crisis Services and of the Prescott and Russell Geriatric Psychiatry Service from Hôpital Montfort to Hôpital Général de Hawkesbury et District to proceed under subsection 27(1) of the Local Health System Integration Act, 2006.

MOVED: J. Beauchamp / SECONDED: L. Keen
ALL IN FAVOUR

CARRIED

6. Consent Agenda

No item under consent agenda.

7. Operational Issues and Directions

7.1 Hintonburg Hub: Approval of the Functional Plan to expand Somerset West Community Health Centre Services to the Hintonburg Community

Time
Allotted:
1:18-2:05
(20 min)

Colleen Taylor, Jack McCarthy and Merry Cardinal provide details regarding the proposal to renovate a building acquired by Somerset West Community Health Centre which will house a satellite of the Somerset West Community Health Centre (CHC) to provide primary care and other services to a rapidly growing neighbourhood, the Hintonburg Community (see slide deck posted on our Web site [HERE](#)).

The expansion is aligned with the Champlain LHIN's Integrated Health Service Plan 2013-16. The present main site of Somerset West CHC already has space constraints. The satellite office will be located at 30 Rosemont Avenue. Some of the services offered will include primary care and walk-in services, perinatal care, chronic disease prevention and management and mental health counselling. The LHIN staff reviewed the Capital Process Modified Stage 1-2 Proposal (business case and functional program) to ensure that the programs and services outlined meet the needs of the local health system. Following the review, LHIN staff is in agreement with the submission and with the due diligence conducted by the CHC.

During the question period clarifications are provided regarding services for aboriginal and francophone populations served by the CHC, as well as regarding health promotion and prevention programs/activities provided by the CHC.

MOTION

- **Whereas** Champlain LHIN staff has reviewed the Somerset West Community Health Centre Modified Stage 1-2 Part A Proposal submission and is satisfied that the proposed programs and services are aligned with the Champlain LHIN's Integrated Health Service Plan, are needed and are appropriately sited; and
- **Whereas** the Ministry of Health and Long Term Care now requires the endorsement by the Champlain LHIN Board for this stage of capital planning; and

BE IT RESOLVED THAT the Champlain LHIN Board endorses the Modified Stage 1-2 Part A proposal submission relating to the Somerset West Community Health Centre own funds expansion project and requests that the Ministry of Health and Long Term Care move the proposal to the next stage of planning.

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

CARRIED

Time
Allotted:
15 min

B R E A K

7.2 Annual Business Plan

Time
Allotted:
2:35-3:20

Nicole Lafrenière-Davis and James Fahey provide details regarding the development of our draft annual business plan 2013-14 (see slide deck posted on our Web site [HERE](#)). The final approval of the plan will be tabled again at a Champlain LHIN Board meeting, following the provincial budget approval in late spring/early summer, and lastly submitted to the Ministry of Health and Long Term Care. The plan is aligned with our 2013-16 Integrated Health Service Plan, it includes our interventions/actions that are also aligned with our three strategies. The plan contains measures to track health-system performance, access to services and outcomes. It is noted that the last components of the plan includes communications and community engagement. It is noted that a comprehensive community engagement plan will be presented to the Board for approval next month.

During the question period, one minor word change was suggested. Question were posed relating to how LHIN staff is going to capture some of the results to be achieved (such as addressing patient experience of the health system for various services); other questions were posed regarding how targets will be set and how will our achievement of these results will be made available to the public (i.e. scorecard or dashboard); a suggestion was also made to include in the business plan a status update on capital projects; and finally how and when will LHIN staff include measurable objectives regarding the French language service obligations.

MOTION:

It is recommended that the Board of Directors:

- a) Approve that the draft 2013-14 Champlain LHIN Annual Business Plan be submitted to Ministry of Health and Long Term Care for review and comment, and
- b) Instruct the LHIN staff to forward the draft plan to the Ministry of Health and Long Term Care through the LHIN Liaison Branch following the Board meeting held April 24, 2013.

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

CARRIED

8. Information & Committee Reports

8.1 French Language Services (meeting of April 10, 2013)

Time
Allotted:
3:22-3:45

Jocelyne Beauchamp presents a brief summary of the committee meeting of April 10th. She also presents for discussion and approval the Joint Annual Action Plan (JAAP) 2013-14 (see slide deck posted on our Web site [HERE](#)). The plan is a key component of the funding and accountability agreement between the Champlain and South East LHINs and the Réseau des services de santé en français de l'est de l' Ontario. This annual plan requires approval by all three boards.

- Tri-partite liaison committee reviewed the 3rd annual joint action plan and recommends its approval as does the Board's French Language Services Committee.
- Jacinthe Desaulniers presents the evaluation of the joint action plan 2012-13.
- Clarification is provided that the two LHINs and Le Réseau will be developing a performance framework to measure the impact of the joint plan on the provision of French language services.
- The priorities identified in the work plan for 2013-14 are: improve the data quality; increase francophone participation in planning; ensure health services meet the needs of the francophone community; improve the active offer of French language services and measure the impact of our actions.
- Le Réseau will submit its work plan to the LHINs pursuant to its accountability agreement and the Liaison Committee will monitor the progress in the implementation of the joint annual action plan.

During the question period a comment is made that lessons learned by Le Réseau could perhaps inform the development of health services to better address the needs of the aboriginal population.

MOTION:

1. The French Language Services Committee recommends that Board approves the Joint Annual Action Plan 2013-2014 between the Champlain and South East LHINs and the Réseau; and
2. Directs the Board Chair and the CEO to sign the Joint Annual Action Plan.

MOVED: J. Beauchamp / SECONDED: M. Biron
ALL IN FAVOUR

CARRIED

9. Remarks

9.1 Chair's Report

Time
Allotted:
3:45-3:55

Dr. Keon makes a brief verbal report regarding the meetings of the LHIN Leadership Council last week:

- He indicates that a work group was created to develop a framework regarding the CEO Performance Evaluation and Compensation for all LHINs, which will include a common job description, salary range, compensation guidelines, employment agreement, etc.
- Jocelyne Beauchamp reports on a conference she attended in Toronto on behalf of the LHIN Board, organized by the Health Council of Canada. It was a pan-Canadian conference on governance models. Proceedings will be made available to board members.

9.2 CEO's Report

Time
Allotted:
3:55-4:05

Chantale LeClerc indicates that the Approval of the Attestation for Q4 will also be part of her report to the board.

She answers questions regarding her monthly report relating to the Diabetes Regional Coordination Centre that has recently been integrated with the Champlain LHIN. Clarification is provided that the Regional Orthopedic Program Plan will be presented in June to the Board. She also provides clarification regarding the implementation of the hospital electronic records.

MOTION:

That the Board receives the CEO monthly report for the period of March 1 to April 12, 2013 as distributed.

MOVED: J. Beauchamp / SECONDED: L. Keen
ALL IN FAVOUR

CARRIED

Chantale LeClerc reads the Attestation for the last quarter of 2012-13 which includes one exception regarding liability insurance. This matter affects all LHINs and the LHINs are taking action to revolve this situation.

MOTION:

That the Board approves the Attestation for the fourth quarter as presented.

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

CARRIED

MOTION TO MOVE IN CAMERA:

Time
Allotted:
4:05-4:30

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 Personal or public interest

- To approve confidential minutes (March 27, 2012)
- To receive confidential information from the Chair's report
- To receive confidential information from the CEO's report

AND further that the following individuals be permitted to attend for these items;

Chantale LeClerc
Sylvie Bleau
Suzanne Dionne
Elaine Medline
Nicole Lafrenière-Davis

MOVED: D. Somppi / SECONDED: J. Beauchamp

ALL IN FAVOUR

CARRIED

The Chair has one issue to report in the public meeting regarding business conducted during the in-camera session (see below) 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 the remainder of business conducted and actions taken during the in-camera session are not to be reflected in the public minutes.

During the in-camera session, the Champlain LHIN Board agrees to develop a process for the appointment of community members to board committees. The process will be drafted and presented to the Board for approval at a later date.

ACTION: Linda Keen agrees to draft this document based on input provided by members.

There being no further business the meeting is adjourned at 4:35 p.m.

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

CARRIED

Wilbert Keon
Chair, Board of Directors
Champlain Local Health Integration Network

Chantale LeClerc
CEO
Champlain Local Health Integration Network