

1900 City Park Drive, Suite 204
Ottawa, ON K1J 1A3
Tel 613.747.6784 • Fax 613.747.6519
Toll Free 1.866.902.5446
www.champlainhin.on.ca

1900, promenade City Park, bureau 204
Ottawa, ON K1J 1A3
Téléphone : 613 747-6784 • Télécopieur : 613 747-6519
Sans frais : 1 866 902-5446
www.rliisschamplain.on.ca

BOARD MEETING MINUTES

July 25, 2018

Meeting Start time: 12:00 p.m.

1900 City Park Drive, Suite 500

Board Members in Attendance: Jean-Pierre Boisclair (Chair), Anne MacDonald, Mindy McHardy, Nick Busing, Gregory Taylor, Diane Hupé, Wendy Nicklin, Pierre Tessier

Regrets: Barbara Foulds, Randy Reid, Abebe Engdasaw, Guy Freedman

Executive Leadership Team Members in Attendance & LHIN Staff Presenters: Chantale LeClerc (CEO), Patrice Connolly, Catherine Butler, Elaine Medline, Richard Wilson, James Fahey, Allison Lampi,

1 Call to Order

The meeting was called to order at 12:02 p.m.

2 Conflict of Interest Declarations

No conflict of interest was declared.

3 Welcome and Introduction

Chair's Report

The Chair welcomed Board members and guests and outlined the Champlain LHIN's rules for engagement at public Board meetings. Attendees were invited to introduce themselves.

Attendance update: N. Busing joined the meeting at 12:04 p.m.

Chair's Report:

On July 30, 2018, the Board Chairs of the Champlain LHIN and the Central East LHIN will be meeting with the Minister of Health and Long-Term Care on behalf of the LHINs. They will express their congratulations to the Minister and discuss the LHINs' continuous commitment to work with the Ministry to better the healthcare system for Ontarians.

The Board Meeting on August 22, 2018 will be cancelled, as there are no urgent matters to address.

4 Approval of agenda

With no objection, the agenda was approved as amended:

- The Fourth Quarter Performance Report (item 7) will be received as information. The Board will not be asked to make a decision at this time.

Moved: M. McHardy / Seconded: D. Hupé

All in favour

Carried

5 CEO's Report

The CEO provided a verbal report on recent LHIN activities that support its strategic priorities. A written report will be circulated to Board members following the meeting.

Attendance update: P. Tessier joined the meeting at 12:15pm

The following highlights were provided:

- Health equity: The CEO and LHIN staff recently met with Catherine McKenney (City Councillor for Somerset Ward), members of Ottawa Community Housing, the City of Ottawa, Centretown Community Health Centre, and Ottawa Salus to discuss how existing resources can be used to provide better service to residents of community housing who are at high risk of poor health and social outcomes.
- Mental health & addictions: As directed by the Ministry of Health and Long-Term Care in May 2018, the LHIN provided a base funding increase of 2.4% to all community mental health and addictions providers in the Champlain region.
 - An increased demand for in-patient mental health services was reported. The LHIN has formed an executive steering committee to address this issue.
- Through the new Integrated Spinal Assessment and Education Centre, the LHIN is piloting a program in Eastern Champlain that provides surgery alternatives to care to those with lower back pain.
- Home and community care: The Champlain LHIN, in collaboration with a few home care contractor service providers, is participating in a pilot project with The Ottawa Hospital's vascular clinic. It aims to examine the use of the Ontario Telemedicine Network's personal computing video service technology for remote assessments of patients receiving wound care.

6 Consent Agenda

There being no concern or question expressed by members of the Board, the following items were approved as distributed:

- 6.1 Approval of minutes of June 27, 2018
- 6.2 Compliance Attestation for Q1 2018-19
- 6.3 Approval of 2017-18 Annual Report

Moved: G. Taylor / Seconded: N. Busing

All in favour

Carried

7 Fourth Quarter Performance Report

A draft of the 2017-18 Fourth Quarter Performance Report was presented to the Board for their information. Allison Lampi, Senior Performance Specialist, provided a summary of current performance and forward-looking trends. Board members were invited to engage in a question period.

- The Board inquired into whether the emergency department admission protocol was standardized amongst hospitals. The LHIN has worked with hospitals to establish a best practice guide for emergency departments. Provincially, there has been recent standardization of how patients are coded.
- The Quality Committee has invited the LHIN's Emergency Department clinical lead, Dr. Shaun Visser, to discuss regional initiatives to improve emergency department-related indicators (current initiatives and suggested strategies). Board members were invited to attend or provide questions to Wendy Nicklin, chair of the Quality Committee.
- The LHIN should examine best practices across the country to alleviate hospital occupancy pressures. While there are many factors at play, innovative thinking is required to improve the situation.
- Hospital occupancy challenges are not unique to the Champlain LHIN. Similar trends are seen across the province.

A revised version of the report, containing an additional narrative on missed care visits for home and community care service provider organizations, will be distributed to the Board electronically for approval. Results of the vote will be shared at the next Board Meeting.

8 Sub-Acute Capacity Plan integration decision

Chantale LeClerc, CEO of the Champlain LHIN, provided background information on the proposed Sub-Acute Capacity Plan integration decision, which allows the Board to seek public input on the Year 1 (FY 2018/19) Implementation Plan that was presented to the Board on April 25, 2018 (see [meeting minutes](#) and [slide deck](#)). The plan aims to better meet the needs of patients in the region who require sub-acute care by using existing resources and repurposing underutilized capacity. In advance of the 45-day public consultation period, the LHIN will notify appropriate stakeholders of the proposed integration decision. Following the consultation period, the Board will consider the feedback and a revised integration decision will be tabled for approval at the Board Meeting on October 24, 2018.

It was noted that the following exemptions, originally listed at the April Board Meeting, are still in effect and will not be considered as part of the Year 1 Implementation Plan.

- Moving six in-patient stroke rehabilitation beds from Glengarry Memorial Hospital (HGMH) to Cornwall Community Hospital (CCH).
- Moving four complex medical management beds from Winchester District Memorial Hospital (WDMH) to other hospitals.
- Co-locating stroke rehabilitation in Ottawa with the acute stroke unit at the Ottawa Hospital.

A question period ensued and the following points are noted:

- Clarification was provided about the wording that is used in the integration decision, which, by legal obligation, the LHIN is required to use. It is not reflective of the collaboration that is occurring between hospitals to improve sub-acute care.
- A reference to how the implementation plan will meet the needs of francophone and indigenous communities should be included. The LHIN will consult with legal counsel on how to appropriately reflect this in the integration decision. **Action: LHIN staff**

MOTION:

Whereas the Champlain LHIN Board of Directors is seeking public input on the distribution of sub-acute services in the Champlain region based on a proposed integration decision it is seeking to issue pursuant to section 25 (2) (b) and section 26 of the Local Health System Integration Act (2006);

Be it resolved that the Champlain LHIN Board of Directors requests that LHIN staff makes available to members of the public and to parties to the decision, the proposed integration decision once it has provided advanced notification of the public consultation to relevant stakeholders in the Ministry of Health and Long Term Care and in government.

Moved: A. MacDonald / Seconded: G. Taylor

All in favour

Carried

9 Proposed Integration of Centre de Services Guigues and Montfort Renaissance Inc.

A briefing note, outlining the proposed voluntary integration between Centre de Services Guigues and Montfort Renaissance Inc., was pre-circulated to Board Members. The proposed voluntary integration would result in a transfer of assets from le Centre de services Guigues to Montfort Renaissance Inc. As part of the proposal, the LHIN also received a request for Centre de Services Guigues for a base-funding increase.

Upon analysis of the proposal, LHIN staff recommend allowing the integration to proceed, as this approach will improve alignment and coordination of health services for francophone patients in the region. No foreseeable risks were identified. Considering that requested base-funding increase would not lead to additional service delivery volumes, LHIN staff recommend that the Board reject this request.

Board Members engaged in a discussion period, with the following highlights noted:

- The Centre de Services Guigues and Montfort Renaissance Inc. plan to hold consultation sessions with patients, families, and providers, but have not done so to date. The coalition of community support services has been briefed and is onboard with the proposed integration.
- The LHIN considers funding for one-time integration costs on a case-by-case basis. Historically, the LHIN has asked for details of cost and has provided some one-time funding to organizations in order to alleviate the financial pressures of a voluntary integration.

Considering all elements of the proposal, the following motion was tabled:

MOTION:

Whereas:

The Board of Directors of the Champlain LHIN has taken cognizance of LHIN management's analysis of the proposed voluntary integration of le Centre de services Guigues and Montfort Renaissance Inc.;

The Board of Directors of the Champlain LHIN considers the proposed voluntary integration to be in the public interest;

The Board of Directors of the Champlain LHIN has concluded that the proposed voluntary integration is in alignment with the LHIN's desire to preserve important services to the community and, in particular, to the francophone community;

The Board of Directors of the Champlain LHIN has taken note that le Centre de services Guigues and Montfort Renaissance Inc., in conjunction with their proposed voluntary integration, have requested an additional base funding increase to cover increased ongoing pre and post integration annual costs associated with the alignment of their organizations' cost structures; and

The Board of Directors of the Champlain LHIN has taken further note that the levels of services to be provided by the proposed integrated entity are not, in aggregate, greater than the level of services being currently delivered by le Centre de services Guigues and Montfort Renaissance Inc.;

Therefore:

1. Be it resolved that the Champlain Local Health Integration Network Board:
 - a. will not stop the voluntary integration of le Centre de services Guigues and Montfort Renaissance Inc. proposed by le Centre de services Guigues and Montfort Renaissance Inc. with notice to the LHIN dated March 5, 2018 under section 27 of the *Local Health System Integration Act, 2006* from proceeding and
 - b. directs the LHIN to notify le Centre de services Guigues and Montfort Renaissance Inc. that it does not intend to give notice of a proposed decision or issue a decision under section 27 of the *Local Health System Integration Act, 2006*.
2. Be it resolved that the Champlain Local Health Integration Network Board:
 - a. rejects the request of le Centre de services Guigues and Montfort Renaissance Inc. to increase base funding;
 - b. does not authorize the LHIN to provide the requested base funding increase; and
 - c. authorizes the LHIN to notify le Centre de services Guigues and Montfort Renaissance Inc. of the foregoing decisions.

Moved: P. Tessier / Seconded: W. Nicklin

All in favour

Carried

10 Board Committee Stewardship Reports and Matters Arising Therefrom:

10.1 Governance

The last Committee meeting was held on July 4, 2018. The discussion focused on the revised 2018-19 stakeholder engagement plan (to be recommended for Board approval in September), the

refresh of organizational policies, and the development of the 2019-2022 Integrated Health Services Plan (IHSP). The Committee also reviewed additional suggestions for strategic discussions and education sessions, including health equity and the accreditation process. Board members were reminded to sign-up for training on the new Board portal. The next Committee meeting will take place on September 5, 2018.

10.2 French Language Services

The Committee met on July 9, 2018 and highlights were provided. Discussion areas included the Champlain LHIN's human resource capacity to deliver services to the francophone population, French-language service performance indicators, and the LHIN's Board policy on French language services (to be recommended for approval at the next Board meeting). The next Committee meeting is scheduled for September 24, 2018.

10.3 CEO Performance Evaluation & Compensation

The next meeting will take place on August 9, 2018 and an update will be provided to the Board in September 2018.

10.4 Finance & Audit

Jean-Pierre Boisclair provided a summary of the July 23, 2018 meeting on behalf of Randy Reid, Committee Chair. The Committee reviewed the Q1 financial results and received an update on the internal controls assessment.

Approval of 2018-19 budget

A revised 2018-19 budget, accounting for the additional funding received by the Ministry, was presented at the July 23, 2018 Committee meeting. The following motion was tabled:

MOTION:

That the Finance & Audit Committee recommends the approval of the 2018-19 budget, as revised.

Moved: W. Nicklin / Seconded: M. McHardy

All in favour

Carried

10.5 Quality

The meeting minutes of June 21, 2018 were included in the Board package. The Committee chair provided a verbal update of the July 17, 2018 meeting. Highlights of the meeting included an update on the interim accreditation report submission, a status update on ongoing program evaluations (Health Links, Enhanced Assisted Living, Home First, and mental health and addictions nursing), clinical risks and mitigation plans, and a discussion on personal support worker (PSW) capacity. The Committee also received information on the home and community care waitlist and the health, safety, and wellness report. The next meeting is scheduled for September 18, 2018.

11 Other Business

No other business was tabled.

12 Adjournment of Meeting

The meeting adjourned at 2:15 p.m.

Motion to Adjourn:

Moved: A. MacDonald / Seconded: N. Busing

Jean-Pierre Boisclair
Chair, Board of Directors
Champlain Local Health Integration Network

Chantale LeClerc
CEO
Champlain Local Health Integration Network

DRAFT