

**BOARD APPROVED MINUTES
BOARD OF DIRECTORS MEETING
Wednesday, February 22, 2017
10:15 am to 2:30 pm
Scarborough Room, Central East LHIN
Ajax**

- Directors Present:** Mr. Louis O'Brien (Chair)
Ms. Marg Risk (Vice Chair)
Ms. Amorell Saunders N'Daw (Member)
Ms. Joanne Hough (Member)
Mr. S. Gopikrishna (Member)
Mr. Glenn Rogers (Member)
Ms. Debbie Doherty (Member)
- Director Regrets:** Ms. Aileen Ashman (Member)
Ms. Bonnie St. George (Member)
- Staff Present:** Ms. Deborah Hammons (Chief Executive Officer)
Mr. Stewart Sutley (Senior Director, System Finance and Performance Management)
Mr. Marco Aguila, (Director, Corporate Services, Controller)
Ms. Karen O'Brien (Consultant, Public Affairs/Community Engagement)
Ms. Antoinette Larizza (Interim Senior Director, System Design and Integration)
Ms. Kasia Luebke (Lead, SDI)
Ms. Sheila Rogoski (Executive Coordinator)
Ms. Jennifer Persaud (Governance Coordinator, Minutes Recorder)

Mr. Louis O'Brien, Chair of the Central East Local Health Integration Network (the "Central East LHIN") Board of Directors, chaired the meeting.

1.1 MEETING CALLED TO ORDER

Mr. O'Brien called the meeting to order at 10:15 am and welcomed the members of the public to the Central East LHIN open Board meeting.

Constitution of Meeting and Quorum

Notice of the meeting having been properly given to the public and to each Board member, and a quorum of Board members being present at the meeting, Mr. O'Brien declared the meeting duly constituted for the transaction of business.

1.2 PATIENT STORY – SELF MANAGEMENT

Mr. Jamie Jackson, a resident in the Northumberland County, was welcomed by members of the Board to share his experience with the Pain Management Self-Management program. Mr. Jackson offered perspectives from his involvement with the six-week program at the Port Hope Community Health Centre first as a patient and now as a co-facilitator. Mr. Jackson reported that he has received positive feedback from Self-Management participants about the program and that individuals appreciate the support of having a facilitator with lived experience.

Members of the Board thanked Mr. Jackson and Ms. Hammons noted that the Central East LHIN's support of the Self-Management program from its inception has been focused on providing an opportunity to educate patients and families to help manage their issues and that Mr. Jackson was a testament to the effectiveness of the program.

2.1 CONSENT AGENDA

Prior to introducing the motion, Mr. O'Brien asked if there were any items on the consent agenda requiring further discussion. A question was raised about the reduction in CRM cases being tracked in the Correspondence Report and Ms. Hammons noted the trends of this report have been fluctuating regularly, it was reported that the decrease in complaints that were tracked may have been attributed to patients and individuals expressing concerns directly to their health care providers.

MOTION:

Mr. Gopikrishna

Be it resolved that the consent agenda of the February 22, 2017 meeting of the Central East LHIN Board of Directors be approved.

- Included are the following items for approval:
 - Board meeting agenda: February 22, 2017
 - Board meeting minutes: January 25, 2017
 - Correspondence
 - Chair's Report to the Board

SECONDED:

Ms. Hough

MOTION CARRIED

2.2 DECLARATION OF CONFLICTS OF INTEREST

Mr. O'Brien requested that those in attendance declare any conflicts of interest. There were no conflicts raised by members in attendance.

4.1 HOME CARE ONTARIO

Ms. Sue VanderBent, CEO at Home Care Ontario, presented an overview of the organization's research and oversight role with community providers. Ms. VanderBent shared that Home Care Providers are accountable for:

- Direct clinical care at the front-line;
- Clinical expertise and evidence-based practice;
- Managing safety, risk, performance and quality management;
- Patient outcomes; and
- Innovation.

Recommendations were provided to members of the Board on transition activities that can be considered to lead to health system transformation following Transition Day with the Community Care Access Centre and Ms. VanderBent offered to follow up with the CEO on returning to a future meeting to discuss further. Members of the Board thanked Ms. VanderBent for her presentation and expressed gratitude to the provider organizations who were in attendance at the meeting.

4.2 CENTRAL EAST SELF-MANAGEMENT PROGRAM

Ms. Trish Topping, Senior Manager, Self-Management Program, Central East Community Care Access Centre and Ms. Kasia Luebke, Lead, SDI, walked members of the Board through an update on the Central East Self-Management Program. The Central East LHIN's oversight role with the program was reviewed and Ms. Topping reported on the Self-Management workshops available in the Central East LHIN. Ms. Topping outlined deliverables and targets as well as website and marketing communications that the program is currently using to trend performance.

Members of the Board thanked Ms. Topping for the work that the Self- Management Team has done to improve the programs for Central East LHIN residents and special mention was made about the first in Canada curriculum for Caregiver Supports that was recently rolled out.

5.1 BUSINESS ARISING FROM LAST MEETING OF JANUARY 25, 2017

Mr. O'Brien asked for any business arising from the last Board meeting on January 25, 2017.

There were no items of business arising raised by members of the Board.

6.1 HSAA EXTENSION – SCARBOROUGH AND ROUGE HOSPITAL

Mr. Sutley responded to questions from the Board on the request from the Scarborough and Rouge Hospital for an extension of the Accountability Agreements with the Central East LHIN. It was noted that the LHIN is empowered to permit the extension and staff recommended that the Board approve the request to extend the Agreements for up to three (3) months.

MOTION:

By Ms. Hough

Be it resolved that:

- the proposed Hospital Service Accountability Agreement (H-SAA) Amending Agreement with The Scarborough Hospital to be made as of April 1, 2017, and amending the 2008/17 H-SAA by extending its term to June 30, 2017, be approved as presented to the Central East LHIN Board;

- the proposed H-SAA Amending Agreement with Rouge Valley Health System to be made as of April 1, 2017, and amending the 2008/17 H-SAA by extending its term to June 30, 2017, be approved as presented to the Central East LHIN Board;
- the proposed Multi-Sector Service Accountability Agreement (MSAA) Amending Agreement with The Scarborough Hospital to be made as of April 1, 2017, and amending the 2014/17 MSAA by extending its term to June 30, 2017, be approved as presented to the Central East LHIN Board; and
- the proposed MSAA Amending Agreement with Rouge Valley Health System to be made as of April 1, 2017, and amending the 2014/17 MSAA by extending its term to June 30, 2017, be approved as presented to the Central East LHIN Board.

SECONDED: Mr. Rogers
MOTION CARRIED

6.2 **CODE OF CONDUCT**

Ms. Hammons and Mr. Aguila provided an overview on the Refreshed Central East LHIN Code of Conduct. The Code of Conduct, first implemented in 2010, was previously adopted by the Board, and in the recent review of the Code of Conduct, a staff team examined the Code’s relevance, content and alignment with the principles. Changes to the refreshed version included grammatical updates, clarification around wording and an updated graphic design.

Members of the Board noted that the reference to “differences” was more related to differences in opinions, and should also reflect differences that are related to gender, race, ethnicity and religious observances. This provision will be added to the document to ensure this is explicitly stated. Members of the Board provided references for staff to review as examples of “equity-related” statements that could be incorporated into the Code of Conduct.

The Board agreed to adopt the Code of Conduct and requested that the suggested revisions be made with a follow-up report provided to the Board at a future meeting.

MOTION: By Mr. Gopikrishna
Be it resolved that the Central East LHIN Board of Directors adopt the revised Code of Conduct with the addition of clarifying language around conflict of interest, equity and diversity to be resolved by the CEO and the finalized version will be presented to the Board at a future meeting.

SECONDED: Ms. Hough
MOTION CARRIED

6.3 **LHIN RENEWAL**

Ms. Hammons provided an update from the Deloitte site visits which took place on January 17th and 18th. A report of the Joint Board Transition Committee was provided from the meeting on January 18th. Ms. Hammons walked members of the Board through a LHIN-CCAC integration update.

Ms. Hammons noted that there are over 800 Operational Policies and several governance policies that will require approval by either the Board Committee or Board in advance of Transition Day. Members of the Board agreed that the Governance Committee should be reviewing the Governance policies and the Audit and Finance Committee should review the operational policies and then the Board can receive the recommendations of the Committees.

Ms. Hammons noted that plans are underway to develop a change management program and training/education to support staff with the transition.

6.4 **CEO REPORT – Q & A**

Ms. Hammons presented the CEO report for review and questions.

MOTION: By Mr. Rogers
Be it resolved that the Central East LHIN Board of Directors receive the February 22, 2017 report of the Central East LHIN CEO for information.

SECONDED: Ms. Hough

MOTION CARRIED

7.0 **MOVED INTO CLOSED SESSION**

MOTION: Mr. Gopikrishna
Be it resolved that the Board of Directors move into closed session, pursuant to Section 9, subsection 5 of the Local Health System Integration Act (LHSIA) to:

- √ consider a matter that concerns personal or public interest
- √ consider a matter that would prejudice legal proceedings; and
- √ consider a personnel matter.

And that the following Central East LHIN staff, Deborah Hammons, Stewart Sutley, Antoinette Larizza, Karen O'Brien, Jennifer Persaud and Sheila Rogoski join the Board in the closed session.

SECONDED: By Ms. Risk

MOTION CARRIED

12.1 **REPORT ON CLOSED SESSION**

Upon reconvening to the open session, Mr. O'Brien reported that during the in-camera session the Board discussed details pertaining to personnel, consider a matter concerning personal or public interest and matters that could prejudice legal proceedings.

MOTION: By Ms. Hough
Be it resolved that the Chair's report of the February 22, 2017 closed session be received and approved, and further that there will be follow up on the actions discussed.

SECONDED: Ms. Risk

MOTION CARRIED

12.2 MOTION OF TERMINATION

MOTION: By Mr. Gopikrishna
Be it resolved that the February 22, 2017 Central East LHIN Board meeting be adjourned.

SECONDED: Mr. Rogers

MOTION CARRIED

The meeting was terminated at 2:40 PM

ORIGINAL SIGNED BY

Louis O'Brien
Chair, Central East LHIN

ORIGINAL SIGNED BY

Deborah Hammons
Chief Executive Officer, Board Secretary