

**DRAFT MINUTES
BOARD OF DIRECTORS MEETING
Tuesday July 20, 2010
9:00 am to 3:15 pm
Peterborough Golf and Country Club
1030 Armour Road, Peterborough, ON**

Directors Present: Mr. Foster Loucks (Chair)
Ms. Joseline Sikorski (Vice Chair)
Ms. Jean Achmatowicz MacLeod (Secretary)
Mr. Ron Francis
Mr. Stephen Kylie
Mr. David Nichols
Mr. Wayne Gladstone
Ms. Samantha Singh
Mr. David Sudbury

Staff Present: Ms. Deborah Hammons (CEO)
Mr. James Meloche (Senior Director, System Design and Implementation)
Mr. Paul Barker (Senior Director, System Finance and Performance Management)
Ms. Sheila Rogoski
Ms. Jennifer Russell (Minutes Recorder)

Mr. Loucks of the Central East Local Health Integration Network (the “CE LHIN”) Board of Directors chaired the meeting.

1.1 MEETING CALLED TO ORDER

Mr. Loucks called the meeting to order at 9:14 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. Loucks declared the meeting duly constituted for the transaction of business.

1.2 APPROVAL OF THE AGENDA

MOTION: By Ms. Achmatowicz MacLeod that the agenda of the July 20th, 2010 meeting of the Central East LHIN Board of Directors be approved.

SECONDED: Mr. Francis

MOTION CARRIED

1.3 DECLARATION OF CONFLICTS OF INTEREST

Mr. Loucks requested that those in attendance declare any conflicts of interest.
No conflicts of interest were declared.

2.1 MINUTES OF JUNE 15th, 2010 MEETINGS

Mr. Loucks invited comments from the Board with respect to errors or omissions concerning the minutes of the Board of Directors meeting held June 15th, 2010.

The minutes should be amended to reflect David Nichols' attendance at the June 15th Board meeting.

MOTION: By Ms. Sikorski that the minutes of the June 15th, 2010 meeting of the Central East LHIN Board of Directors be approved as amended.

SECONDED: Mr. Nichols

MOTION CARRIED

3.0 NEW BUSINESS

3.1 BUSINESS ARISING FROM MINUTES

There was no new business arising.

3.2 PROPOSALS FOR ADDITIONAL MRI HOURS

Mr. Loucks invited Ms. Nancy Hunter, Lead, Decision Support to present highlights of the proposals for additional MRI hours.

If the proposals as presented are accepted by the Ministry and two new MRI machines are received, the provincial target of achieving fifty-five scans per one hundred population will be met in the Central East LHIN. An MRI/CT expert panel will be evaluating the submissions and making recommendations for approval.

MOTION: By Mr. Kylie that the CE LHIN Board of Directors direct staff to submit a letter of support endorsing the following proposals for MRI funding to the Wait Time Strategy/Ministry:

- Rouge Valley Health System's proposal requesting MRI base funding for 3,120 hours to operate a new MRI machine at the Ajax/Pickering site (new machine to be purchased through own funds);
- Rouge Valley Health System's proposal requesting for additional base operational funding for a minimum of 3,085 (incremental + unfunded +additional hrs, to be added to base funding).

- Lakeridge Health Corporation's proposal to replace the outdated MRI machine with a new machine to be purchased with previously secured funds and operate with previously approved base hours (3,120 hours) and any one-time incremental wait time strategy funding;
- The Scarborough Hospital's proposal to purchase a new MRI machine (own funds campaign) for the Birchmount site and obtain operational funding for a minimum of 2,080 to 3,120 hours. And;
- The Scarborough Hospital's proposal for additional base operating funds of 1,456 hours for the MRI located at the General campus.
- Peterborough Regional Health Centre's proposal requesting additional base operational funding of 1,000 hours for a total = 4,120 (3,120 + 1,000).

SECONDED: Mr. Gladstone

MOTION CARRIED

The LHINs are to submit their proposals by July 20th with approval by the Board members to be sent by August 6th. A date for approval by the Ministry is unknown at this time.

Mr. Loucks thanked Ms. Hunter for her report.

3.3 CAPACITY REVIEW

Mr. Loucks asked Mr. Kylie to speak to his request from the June 2010 Board meeting regarding a comprehensive review of Long Term Care (LTC) capacity within the LHIN. Mr. Kylie acknowledged that this review should be a broader analysis than just LTC.

The notice of motion from the June meeting was withdrawn in favour of the new motion as crafted by the LHIN staff.

MOTION: By Mr. Kylie that, the CE LHIN undertake a comprehensive assessment of current and future access to services that includes a balanced approach to sustainable access to long-term care, assisted living, home care, and institutional rehabilitation; and that staff will report back to the Board on the progress with the final report expected in the spring of 2011.

SECONDED: Mr. Nichols

MOTION CARRIED

Mr. Kylie wished to emphasize that the LTC capacity assessment should delineate the bed inventory within the LHIN and should identify whether the LHIN should be advocating for more beds. He requested that an assessment of transitional care also be included and referenced the pilot program in the Cobourg area.

Mr. Kylie requested that an interim report be brought forward at the November Board meeting. Mr. Meloche anticipates that progress reports will be coming to the Board on a monthly basis

Mr. Loucks thanked Mr. Kylie for focusing this issue for the Board over the last few months.

4.1 THORACIC INTEGRATION

Mr. Loucks welcomed Dr. Dixon who is the Regional Vice President of Cancer Services for Lakeridge Health / Cancer Care Ontario. Mr. Meloche formally acknowledged the leadership of Dr. Dixon in bringing this integration to the table. Mr. Meloche provided some context to the Thoracic Integration for the members of the Board.

MOTION: By Mr. Kylie that the CE LHIN Board not stop this proposed integration of Thoracic Services for the Central East LHIN at Lakeridge Health Corporation.

SECONDED: Ms. Singh

MOTION CARRIED

Mr. Loucks thanked Dr. Dixon for his work in providing enhanced access to services within the LHIN.

4.2 MLPA INDICATORS

Ms. Hunter walked the members of the Board through the significant changes between the previous Ministry LHIN Accountability Agreement (MLAA) and the new Ministry LHIN Performance Agreement (MLPA.).

Ms. Hammons emphasized the importance of meeting the targets. Included in the new MLPA agreement are the steps that the Ministry will take if the targets are not met.

MOTION: By Mr. Sudbury
Whereas at the May 18th Board Meeting, The Central East LHIN Board of Directors passed a motion to adopt the draft Ministry-LHIN Performance Agreement (MLPA) template for April 1, 2010 to March 31, 2012 and that the Board Chair and CEO were authorized to execute the 2010-12 MLPA on behalf of the Central East LHIN, provided that the execution copy of the Agreement is substantially similar to the approved draft.

Be it resolved that

The Board of Directors recognizes that the MLPA targets take into consideration Ministry and LHIN strategies and/or priorities and approves the agreed-upon indicator targets in the Ministry-LHIN Performance Agreement, recognizing the extensive negotiations undertaken between the MOHLTC and CE LHIN staff to reach the targets; and;

The Board authorize the 2010-12 MLPA to be populated with the approved 2010-11 performance targets and be executed.

SECONDED: Ms. Achmatowicz MacLeod

MOTION CARRIED

4.3 AUDIT COMMITTEE REPORT

Mr. Francis reported that the focus of the last Audit Committee was the declaration of compliance which will be addressed in more detail in section 4.5 of today's agenda. The quarterly reports for Operations of the LHIN were also reviewed and no concerns were noted.

MOTION: By Mr. Francis that the Board receive the July 6th, 2010 minutes of the Audit Committee for information.

SECONDED: Ms. Achmatowicz MacLeod

MOTION CARRIED

4.4 QUARTERLY H-SAA DASHBOARD

Ms. Hunter presented highlights from the final quarter of the Hospital Service Accountability Agreement Dashboard (H-SAA).

There was some discussion about the current ratios indicator. Ms. Hunter informed the Board members that based on Q3 forecasts, in comparison to year end actuals, most of the hospitals have been trending upwards.

4.5 DECLARATION OF COMPLIANCE

Mr. Loucks spoke to this item which was previously tabled at the July 6, 2010 Audit Committee. The LHINs are responsible for being compliant to the legislation, accountability agreements and all Directives.

MOTION: By Ms. Singh that the CE LHIN Board authorize the Chair, by resolution dated the July 20, 2010 to declare to the Minister of Health and Long-Term Care that upon due enquiry of the Chief Executive Officer and other appropriate LHIN officers, and subject to any exceptions identified on Schedule A, to the best of the Board's knowledge and belief, the LHIN has;

1. fulfilled, its obligations under the Memorandum of Understanding and the Ministry LHIN Accountability Agreement in effect during the Applicable Period;

and

2. without limiting the generality of the foregoing, complied with the provisions of the government directives applicable to it including the Procurement Directive and the Travel, Meal & Hospitality Expenses Directive.

during the Applicable Period April 1, 2010 to June 30, 2010.

SECONDED: Mr. Francis

MOTION CARRIED

4.6 PRHC HOSPITAL IMPROVEMENT PLAN

Mr. Loucks invited Mr. Tremblay, President and CEO of Peterborough Regional Health Centre (PRHC) to come forward and provide an overview of the Hospital Improvement Plan (HIP). Barb Cameron, Board Chair, Gary Lonsberry, Ken Cuttle and members of PRHC's senior team were also in attendance.

Mr. Loucks advised the Board that nine letters were received from members of the public regarding PRHC's improvement plan. He read out the names of the authors and highlighted their concerns. He also acknowledged Mr. John O'Toole, MPP for Durham who was in attendance at the meeting.

In response to questions about the maintenance of quality and safety for patients during the improvement process, Mr. Tremblay spoke of the robust quality committee that reviews programs on a regular basis.

He pointed out that PRHC has gone from a WSIB surcharge to a WSIB rebate which speaks to an improvement in Staff safety. Wait times will continue to be reported to the LHIN ensuring accessibility targets are being met. PRHC will continue to be a part of Accreditation Canada's Quality and Safety agenda. Quality indicators are posted on the hospital's website.

Mr. Tremblay acknowledged the support of Dr. Peter McLaughlin, Chief of Staff at PRHC. He informed the Board members that the Medical Advisory Committee (MAC) has been totally revamped as a part of this improvement process.

When asked about how personnel are being handled, Mr. Tremblay explained that a hiring freeze has been in place since the first of February 2010. The bulk of the improvement plan is about productivity, rather than capacity. In an effort to mitigate involuntary employee terminations, attrition and early retirements will be the first strategy. When dealing with personnel issues, Mr. Tremblay referenced the need for diligence, oversight and a good HR plan.

One member of the Board expressed their disappointment that more members of the public did not turn out at the public engagement sessions and asked how the public will be informed about what is happening at the hospital going forward. Mr. Tremblay outlined some strategies that he was using which included bringing extra volunteers into the governance process, commissioning a new strategic planning exercise, and the establishment of a community advisory council.

Additional questions were asked about maintaining the nursing complement, the cultural change at PRHC and the ability of the hospital to fulfill the requirements of the Clinical Services Plan (CSP). In response, Mr. Tremblay spoke to the improvement plan which includes labour investment strategies and more efficient deployment of staff.

Ms. Barb Cameron was asked to provide the perspective of the Board. She expressed confidence in Mr. Tremblay and the Chief of Staff and confirmed the commitment of the hospital Board in moving the improvement process forward. The Board is conscious of the concerns regarding the reduction in staff and will be monitoring quality. All of the recommendations regarding governance in the peer review were accepted by the Board. A mentor / coach is being engaged to help with implementing the recommendations relating to Governance.

MOTION: By Mr. Gladstone,
Whereas the Central East LHIN commissioned a Peer Review of PRHC to support the hospital in the development of a Hospital Improvement Plan (HIP), and
Whereas PRHC consulted with their communities during the development of a HIP
Be it resolved that the Board of the Central East LHIN endorses the PRHC HIP and directs that the HIP form the basis of an amended 2010/2011 H-SAA for PRHC.
Further, that the Board requires PRHC to return each quarter to provide the CE LHIN with updates on the implementation of its HIP that also includes quality and safety and the achievement of its current and future H-SAAs up to and including March 2012.

SECONDED: Mr. Kylie

MOTION CARRIED

The LHIN Senior Team acknowledged the work of the hospital staff in bringing the hospital improvement plan forward. The plan was sited as being reasonable and achievable. Appreciation was expressed to the hospital's leadership team for their openness in keeping the LHIN apprised of their progress throughout the preparation of the plan. Significant efforts by the hospital to reduce ALC, improve ED wait times and strengthen their renal program were noted.

On behalf of the Central East LHIN Board, Mr. Loucks congratulated the team from PRHC thanked them for their attendance at the meeting.

4.7 CEO REPORT

Ms. Hammons presented highlights from the CEO report as previously distributed to the members of the Board.

A report on capital projects will be coming forward to the September Board meeting.

MOTION: By Ms. Sikorski that the Board receive the July 20th, 2010 report of the Central East LHIN CEO for information.

SECONDED: Mr. Sudbury

MOTION CARRIED

4.8 CHAIR REPORT

Mr. Loucks briefly walked the Board members through his report.

There was a request by one of the LHINs for some minor changes to be made to the LHIN Shared Services Organization (LSSO) agreement. Mr. Loucks advised the Board members that acceptance of the Chair's report would be noted as concurrence to the changes.

MOTION: By Mr. Loucks that the Board receives the July 20th, 2010 report of the Central East LHIN Chair for information.

SECONDED: Ms. Sikorski

MOTION CARRIED

5.1 CORRESPONDENCE

No items of correspondence were tabled.

5.2 OTHER NEW BUSINESS

By Mr. Francis that the Board of Directors move into closed session in order to consider matters of financial, personal or other matters that may be disclosed of such as a nature that the desirability of avoiding public disclosure of them in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that meetings be open to the public; or negotiations or anticipated negotiations between the network and a person, bargaining agent or part to a proceeding or an anticipated proceeding relating to labour relations or a person's employment by the network will be discussed, pursuant to Section 9, subsection 5(a) and 5(h) of the Local Health System Integration Act.

SECONDED: Mr. Sudbury

MOTION CARRIED

6.0 CLOSED SESSION

The Board adjourned into a closed session at 4:00 pm.

Upon reconvening to the open session, Mr. Loucks reported that during the in camera session the Board discussed details pertaining to INA Grafton Gage Home, the Survivor Psychiatric Advocacy Network (SPAN), the CEO report and CEO goals.

6.0 MOTION OF TERMINATION

MOTION: By Ms. Achmatowicz MacLeod that the June 15th, 2010 Central East LHIN Board meeting be adjourned.

SECONDED: Mr. Kylie

MOTION CARRIED

Mr. Foster Loucks

Ms. Jean Achmatowicz MacLeod