

DRAFT MINUTES

BOARD OF DIRECTORS MEETING

Tuesday, October 21st, 2008

9:00 am to 3:30 pm

Bobcaygeon Inn, Bobcaygeon, ON

Directors Present: Mr. Foster Loucks (Chair)
Ms. Joseline Sikorski (Vice Chair)
Ms. Jean Achmatowicz MacLeod (Secretary)
Mr. Ron Francis (Member)
Mr. William Gleed (Member)
Dr. Alex Hukowich (Member)
Ms. Novina Wong (Member)

Absent: Mr. Stephen Kylie (Member)

Staff Present: Ms. Deborah Hammons (CEO)
Mr. James Meloche (Senior Director – Planning, Integration, & Community Engagement)
Ms. Ritva Gallant (Interim Senior Director, Performance, Contract & Allocations - Finance and Contracts Portfolio)
Mr. John Lohrenz, Interim Director, Performance, Contract & Allocations – Performance Portfolio)
Ms. Karen Landriault (Minutes Recorder)

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

Mr. Loucks welcomed members of the public to the October 21st, 2008 Open Board Meeting. Mr. Loucks thanked the Bobcaygeon Inn for preparing the room for the CE LHIN.

1.1 Meeting Called to Order

Mr. Loucks called the meeting to order at 9:04 a.m.

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 Dr. Hukowich to approve the agenda for the October 21st, 2008 Board meeting with the following amendments, tabled as brought forth:

Item 5.2 will not be tabled for Approval and will be brought back to the members at a later date.

Under business arising Mr. Loucks would like an update from the CEO on the 3-Year Business Plan.

Seconded: Ms. Achmatowicz MacLeod

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.

2.0 Minutes of Meeting

Mr. Gleed pointed out the following items for amendment:

Item 4: the word “for” to replace the word “as”

Item 4.1: fourth line down should read; “received”

Ms. Sikorski pointed out the following items for amendment:

Item 2.0: Ms. Wong pointed out that this was not through the CEO report and that the committee reported their progress to date to the Board

- Item 4.1:** one of the points raised by Dr. Hukowich as to whether there should be a “0” column in the document
- Item 4.2:** the content around leasing of space should have read that “the reduction of off-site leasing would ease financial spending” and the answer from Mr. Empey was yes.
- Item 4.3:** under nominations ask that the term “minutes show” be reflected
- Item 4.3:** needs to reflect that the new member advertising will be made region wide and the Act should be changed accordingly, confirmation that the Act has been changed came from Ms. Hammons. Advertising for the position will be broadly place in newspapers across the LHIN.
- Item 5.3:** “business arising” that the Board would be provided with a list of acronyms.
- Item 7.1:** should have indicated the request was made to seek availability prior to booking for the Board 2 Board sessions.

Mr. Gleed and Ms. Wong spoke about the importance of the minutes, Ms. Wong stated that perhaps only the essence of the meeting should be recorded and Mr. Gleed stated that the Board is in a difficult position; minutes need to be posted and need to be explained in a certain way. Mr. Loucks stated that it is a delicate balance which leads to discussions like this, which are very long and to extract the exact detail. Ms. Hammons noted that if we are ever looking for consensus on a certain issue there is a complete verbatim version kept and are condensed for distribution. Recognize that there will be errors and these meetings are an opportunity to correct those errors and omissions.

Motion: By Mr. Francis that the minutes of the September 16th Board meeting of the Central East LHIN Board of Directors be approved, as amended.

Seconded: Mr. Gleed

MOTION CARRIED

2.1a. Report of Community Nominations Committee (August 26, 2008)

Ms. Wong has worked with the Secretary and will suggest that the minutes be brought forth as information to the CE LHIN Board. Please add Ms. Sikorski to the list of guests.

3.0 Report From Planning Partners

3.1 Haliburton Highlands Collaborative

Mr. Loucks invited Ms. Jane Rosenberg, (Acting) Chair of the Haliburton Highlands Collaborative, to come forward to give her presentation. Ms. Rosenberg discussed with the Board the challenges currently facing the Collaborative, including meetings and attendance. The group is diligent but very busy and small. It is always an effort to get together, but support from the LHIN is excellent and they are always kept apprised of what is going on. Mr. Loucks thanked Ms. Rosenberg for her presentation and invited comments and questions from the Board.

Ms. Achmatowicz MacLeod asked if the flow of information from the LHIN is sufficient enough. Yes, personally speaking, but, for other members not so much. You need to be comfortable in being able to navigate the website. The information is shared amongst members.

Mr. Loucks commented on the composition of the collaborative to include more than the health service providers or a provider from the community? Suggestion has come to the membership, and she agrees as it would be beneficial.

3.2 Kawartha Lakes Collaborative

Mr. Loucks invited Mr. Craig McCleary of the Kawartha Lakes Collaborative to come forward to give his presentation. Mr. McCleary has attended about two meetings, and they have been good. In coming here today we were asked to answer a few questions. What have you enjoyed about your role as a collaborative member? The opportunity to assist in the IHSP, Symposium, etc was the response from the majority of the members. They are very active in their work in the region in particular with the priority projects. Second question was what is challenging for the collaborative? Consensus from last meeting, is that clarity is needed as to how they fit into the current landscape and are they meeting the needs for a certain group, as there has also been no support from the LHIN since June. A suggestion from the membership is that a Board member come out and visit so we know what exactly is expected of us. There is a significant amount of things going on in our community and we need more focus on particular issues as there are many; and it is easy to lose sight of the big picture. Mr. Loucks once again thanked Mr. McCleary and noted the

attendance of Ms. Joyce Irvine, Chair of the French Language Health Services Collaborative and invited her to come and present to the Board at a later date.

4.0 Business Arising

4.1 ASP – Annual Business Plan (Phase III)

Mr. Loucks invited Ms. Ritva Gallant, to come forward to give her presentation. She reviewed what had previously been submitted and approved. Clarification was given as to the \$4M difference in the PNI by indicating which are top priority and which are new investments, \$2M related to GEM (not new) and there are about 12 new investments which add up to \$2M, which explains the \$4M difference. She then explained the risk document from Phase 2 and the top risks.

Part 3 is due October 31st, 2008 to MOH, number six which is missing from the components slide is the financial report which was included in the quarterly report and not required here. Ms Gallant explained that we have a draft of the environmental scan which sets the stage for the detailed plan. A detailed chart is the core of the ASP, will be looking at these as the needs for the CE LHIN, the MOH will be looking closely at these and comparing them to the other LHINs for trends from all 14 LHIN's. LHIN operations include the financial statements and any questions can be directed to Deborah Hammons. Last part is the communications plan, outlines all our communications strategies Whitby Mental Health Centre labor harmonization may be a big picture item. The fire Lakeridge Health Corporation in Whitby may need more attention as would the stroke strategy. The final ASP will bring more detail. Ms. Hammons explained that the major portion of the ASP had been approved by the Board. What we have presented to you today, the PNI the Risk and the Operations Budget we've updated and we do have drafts of the communications plan and the Environmental Scan the full report will come to you on November 4th. Last year no additional funding was given as a result of the submission. This year we decided we were going to go for the gusto and we put in \$36M of requests, the MOH didn't want to receive them individually they wanted a package of 3, so we rolled them up into five. We tried to capture what we felt was eligible under these five requests for new investment. Ritva has explained that there is a little bit of variance between since what you have previously approved. Our challenge will be to try to move ahead and fund somehow all the requests that the Board had approved in August.

Ms. Gallant points out that what the Board has approved is still going forth to the Ministry. They have already received the top priorities and now we are going to send them the details.

Ms. Sikorski had a question regarding submissions coming at the end of September, which for clarification, are the Aging at Home submissions which the government has already funded and the requests will be looked at by the Board at the December meeting. She is not comfortable in approving the staffing increase and Ms. Hammons explained that all points regarding that and more, will be included in the detailed plan. As far as the LHIN staffing plan is concerned this is tied to the effectiveness review which has not come out yet. Instructions from the MOH were not to increase staffing, and the CEOs agreed to an assessment of staffing over the next few years based on the workload coming forth. Discussions were held regarding the Chairs/Minister meeting, and the focus on communications as the communications plan forms Section 8 of Phase 3 of the ASP. Regarding the amount of FTE's for communications, it was explained that the number included Katie Cronin-Wood and Karen O'Brien.

Break called at 10:57am.

Back to the meeting at 11:05, at this point Ms. Gallant exited the meeting.

4.2 Decision Making Framework

Mr. Loucks stated that a teleconference was held for input on the document, and there was no one in participation on the call but himself and James. Hopefully they were able to capture the issues which were being raised last time. In the previous document you will have seen a backgrounder on how the Decision Making Frameworks was developed and the different options in the Decision Making Frameworks. What I have done to this document is provide a "how to" guide on how the Decision Making Framework would be deployed by a team of reviewers, or by a Board.

Motion: Be Dr. Hukowich it resolved that the CE LHIN Board of Directors approve the Decision Making Framework and Assessment Tool

Seconded: Mr. Francis

MOTION CARRIED

4.3 CSP Update – Clinical Services Planning

Mr. Loucks called upon Susan Plewes, Project Manager for the Clinical Services Plan (CSP) to give her presentation to the Board.

Focus on four key messages today and get your feedback on:

1. Timelines
2. Work of the advisory groups and steering committee
3. Communication plan
4. Some challenges and opportunities if there is time.

Ms. Plewes spoke of the 4-12 week slippage over the life of this project and that the time is being made up. Advisory groups are meeting frequently to meet their tasks and achieve their milestones. We are organizing our timelines so that each group is able to have ample time to bring forth their input. We also need time to build in the approval process for the communication plan. The Steering Committee has been working with the planning principles and the Decision Making Framework, and all the clinical advisory groups find value in this document and are very anxious to apply this in terms of their deliberations. The Committee met on September 23, and heard reports from all the advisory groups, and spoke about change management and the review of the communication plan in context of change management strategy. Medical Leadership Group is presenting to the Steering Committee next week, their recommendations around frameworks for operating room efficiencies scheduling and frameworks for on call, credentialing implementation plans. Other groups are at various stages, some are finishing up data definitions and the drilling down and making sure to get all the information to be able to assess options on future delivery.

We have been spending a lot of time on the communications plan, looking at the timing perspective on when to engage certain audiences. It's becoming more evident that people are interested in understanding what's going on and wondering whether there are some conclusions or progress being We have developed a bit of a strategy for the LHIN Board and Hospital Boards to have an opportunity to see this all with a road show lead by the Steering Committee to give them an education session. Likewise we would do the same for our key physician groups and stakeholders so we are including government officials, union officials and our ministry officials. What is also important is that the change management which we've spoke about.

5.0 NEW BUSINESS

5.1 Rouge Valley Health System Peer Review Update and Debt Recovery Plan

Mr. Loucks invited Mr. Rik Ganderton, CEO of the Rouge Valley Health System to come forward and to give his presentation to the Board. Mr. Ganderton's presentation was previously distributed to the Board and is posted on the CE LHIN website for review.

Mr. Ganderton proceeded to go through the presentation giving an update on the key areas of the Peer Review Report, the Deficit Elimination Plan (DEP) which the financial plan underlies the HSAA agreement for this year and next year. Mr. Ganderton explained what RVHS is doing around managing quality and risk throughout the institution, and give you an update on transformation and then raise a couple of burning issues that face us at the moment.

The Chair adjourned the meeting for lunch at 1:13pm
The Chair reconvened the meeting at 1:47pm

At this time Ritva Gallant re-entered the meeting.

5.3 Other New Business

At the request of Mr. Loucks, Ms Hammons gave the Board an update on the 3 Year-Business Plan. It has been pulled back, with a number of comments from the CEOs, there are 4 Boards who have voted, 3 for and 1 against. Feedback has been given to Eileen and she has been instructed to revise the plan. Request is that the CEOs will review the plan and then to the Board for review. There are 2 Board chairs on the committee and 2 other CEOs. Over the next few weeks it will be up for review to the CEOs.

Dr. Hukowich commented on the minutes from the September meeting, Item 5.2 and asked if Mr. Empey has provided the document, in which he stated he could provide. Ms. Gallant will follow-up on that.

Will Item 5.2, of the current agenda, Relocation of Community Care Durham Adult Day Program come forth in November or December? It will come forward in November

6.1 CEO Report

Ms. Hammons presented her report previously distributed to the Board.

Motion: By Dr. Hukowich that the Board receives the October 21st, 2008 report of the CEO of the Central East LHIN for information.

Seconded: Ms. Wong

MOTION CARRIED

7.0 CHAIR REPORT

Mr. Loucks presented his report previously distributed to the Board.

Motion: By Mr. Francis that the Board receives the October 21st, 2008 report of the Chair of the Central East LHIN for information.

Seconded: Ms. Achmatowicz MacLeod

MOTION CARRIED

8.0 CLOSED SESSION

Mr. Loucks informed the Board and audience that Closed Sessions are a standing agenda item at all Board meetings to discuss matters that require the Board to maintain confidentiality. Ms. Cronin-Woods and Ms. Monaghan O'Brien were requested to remain.

Motion: By Mr. Francis to enter into closed session, in order to consider a matter pertaining to negotiations or anticipated negotiations between the network and a person, bargaining agent, or party to a proceeding or an anticipated proceeding, pursuant to Section 9, subsection 5(a) of the Local Health System Integration Act.

Seconded: Ms. Achmatowicz MacLeod

MOTION CARRIED

The Board moved into an in camera session at 2:43 p.m.

9.0 MOTION OF TERMINATION

MOTION: That the October 21st, 2008 Central East LHIN Board meeting be adjourned.

The Chair declared the October 21st, 2008 Board of Directors meeting be adjourned at 3:30 pm.

Mr. Foster Loucks

Jean Achmatowicz MacLeod, Secretary