

DRAFT MINUTES
BOARD OF DIRECTORS MEETING
Tuesday, December 16, 2008
9:00 am to 4:45 pm
Yee Hong Centre for Geriatric Care
60 Scottfield Drive, Scarborough, ON

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

Staff Present: Deborah Hammons (CEO)
James Meloche (Senior Director – Planning, Integration, &
Community Engagement)
Paul Barker (Senior Director, Performance, Contracts and
Allocations)
Sheila Rogoski (Executive Assistant to CEO)
Karen Kennedy-Slade (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 December 16, 2008 Open Board Meeting and thanked the Yee Hong Centre for Geriatric Care for hosting the CE LHIN.

1.1 Meeting Called to Order

Mr. Loucks called the meeting to order at 9:08 a.m.

Mr. Francis entered the meeting 9:13 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 Ms. Achmatowicz MacLeod to approve the Agenda of December 16, 2008.

SECONDED: Ms. Sikorski

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

MOTION: By Mr. Kylie that the minutes of the November 18, 2008 meeting of the Central East LHIN Board of Directors be approved.

SECONDED: Mr. Francis

MOTION CARRIED

Dr. Hukowich requested that if changes to meeting minutes are made after distribution the changes should be highlighted.

3.0 BUSINESS ARISING

3.1 BOARD TO BOARD CHARTER & TERMS OF REFERENCE

The Chair of the Board noted that he had made changes to pages one and two of the Board to Board Project Charter and asked for comments from board members on the Charter and also the Board to Board Collaborative Terms of Reference.

Mr. Kylie spoke of the inappropriate use of the word “governance” in the Project Charter and suggested a change on page two of the document under Project Scope, to replace the words “*governance to governance collaboration*” with “*boards engaging boards*”.

Referring to the Terms of Reference, Ms. Achmatowicz MacLeod drew attention to the Exceptions on page five, which referred to HSP Foundations. She requested that foundations be invited to participate in future Board to Board meetings as they are in the fundraising arm of the provider organizations and their role is vital to ensuring that funds are available for equipment and the expansion of health care facilities.

Ms. Sikorski asked that the reference to the Victoria Order of Nurses be removed from the paragraph under Exceptions which refers to providers who are multi-regional in nature.

Ms. Achmatowicz MacLeod requested that the reference to “City of Scarborough” be changed to “Scarborough” in the paragraph on page five identifying the three collaboratives.

MOTION: By Mr. Kylie that the Board approve the Board to Board Charter with the recommended changes *and*

That the Board approve the Board to Board Collaborative Terms of Reference with the changes recommended by the Board.

SECONDED: Dr. Hukowich

MOTION CARRIED

3.2 CLINICAL SERVICES PLAN

Ms. Susan Plewes and Ms. Katie Cronin-Wood presented an update on the progress to date on the Clinical Services Plan and the accompanying Communications Plan. Ms. Plewes reported good progress on the Plan and outlined for the Board the Scope of the Work, and the status of the following four goals:

Hospital Service Planning and Scenario Modeling
Identifying the Integration Opportunities and New Models of Service
Supporting Physician Integration and
Change Management Strategies

Project update timelines were also presented.

Ms. Cronin-Wood explained the Communications Plan “Creating a Climate for Change”, which included a list of audiences, a message matrix, operational milestones and challenges and opportunities. She explained that this is a joint plan created by CSP Communications Sub Group – CE LHIN, CE hospitals, CE CCAC communication leads - and that the plan is constantly evolving throughout the life of the project. lines of communication open. Mr. Loucks stated that the board should realize there will indeed be further communication. Mr. Francis commented that he had previously ask that the costs and implementation phase costs be properly tracked.

The Chair thanked the presenters and asked for comments from the Board.

Ms. Wong and Dr. Hukowich raised questions about consumer feedback. They were assured that the CSP Steering Committee understands the importance of keeping the public informed and they welcome feedback on the plan. Ms. Plewes assured the Board that a process will be implemented to receive questions from all our publics –

Mr. Loucks emphasized that there will be further communication as the plan progresses.

Mr. Loucks directed the Board to Mr. Sid Trevail’s positive comments in the “In Touch” newsletter regarding the Clinical Services Plan.

Mr. Meloche entered the meeting at 10:10 a.m.

3.3 BUSINESS ARISING FROM MINUTES

There was no Business Arising from the minutes of the November 18th meeting of the Board.

The Chair proposed a break at 10:15 to 10:35 a.m.

4.0 PLANNING PARTNERS & TASK GROUPS

4.1 WAIT TIMES PORTFOLIO (CRITICAL CARE, ALC/ED UPDATE)

Mr. Meloche provided the introduction to an update on ED/ALC Wait Times from Dr. K. Chapman, Emergency Department Lead and Dr. H. Claskey, Critical Care Lead and informed the Board that Mr. Brian Laundry would update the Board on the Wait Times portfolio and the Task Groups.

Dr. Chapman gave an informative overview of the work of the Emergency Department Task Force and answered questions from the Board.

Dr. Claskey presented on the work of the Critical Care Task Force. He was pleased to answer questions from the Board. Dr. Claskey thanked the Board for the opportunity to speak and emphasized the importance of keeping the Board informed on the subject of critical wait times.

The Chair then thanked Dr. Claskey and Dr. Chapman for their invigorating and inspiring presentations. Dr. Claskey agreed to provide the recorder with a copy of his presentation for the information of Board Members.

5.0 NEW BUSINESS

5.1 OTHER NEW BUSINESS

There was no other New Business

6.0 CEO REPORT

The Chair invited the CEO Ms. Hammons to present her report.

MOTION: By Dr. Hukowich that the Board receive the December 16, 2008 report of the CEO of the Central East LHIN for information.

SECONDED: Mr. Francis

MOTION CARRIED

Mr. Kylie commented on the good news in working with Health Force Ontario to recruit more doctors and hiring a recruiter coordinator to give more stats on where doctors are needed most.

7.0 CHAIR REPORT

Mr. Loucks presented his report previously distributed electronically.

MOTION: By Ms. Achmatowicz MacLeod that the Board receive the December 16th, 2008 report of the Chair of the Central East LHIN for information.

SECONDED: Ms. Wong

MOTION CARRIED

The Chair advised the Board of several letters of correspondence that had come to his attention for response.

Ms. Achmatowicz MacLeod requested from the Chair, the possibility of having a Board Member retreat with the other 13 LHIN Board Members on a yearly basis. The Chair will make comment at the next Chairs Face 2 Face meeting in February.

Mr. Gleed requested feedback on the Chair and CEO's presentation to the Board of Governors at Ross Memorial Hospital in November 2008.

8.0 CLOSED SESSION

MOTION: By Dr. Hukowich be it resolved that the Board of Directors move 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(h) of the Local Health System Integration Act.

SECONDED: Ms. Sikorski

MOTION CARRIED

The Board reconvened to open session at 4:40 p.m. The Chair reported that during the closed session the Board discussed the M-SAA, Q3 Allocations and the CEO Goals.

9.0 MOTION OF TERMINATION

MOTION: By Mr. Loucks that the December 16th, 2008 Central East LHIN Board meeting be adjourned.

SECONDED: Dr. Hukowich

MOTION CARRIED

The Chair declared the December 16th, 2008 Board of Directors meeting adjourned at 4:45 pm

Mr. Loucks
Chair

Ms. Achmatowicz MacLeod
Secretary

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