

Central West **LHIN** | **RLISS** du Centre-Ouest

**MINUTES OF THE BOARD OF DIRECTORS' MEETING**



**WEDNESDAY, MAY 24, 2017**  
**Commencing at 2:00 p.m.**  
**Millcroft Inn & Spa, 55 John Street West**  
**(Village of Alton), Caledon, Ontario**

<b>Board Members Present:</b>	Maria Britto (Board Chair), John McDermid (Vice Chair), Pardeep Singh Nagra (Member), Jeff Payne (Member), Adrian Bitar (Member), Neil Davis (Member), Peter Harris (Member), Carmine Domanico (Member), Moyra Vande Vooren (Member)
<b>LHIN Staff Present:</b>	Scott McLeod (CEO), Brock Hovey, Kim Delahunt, Kimberley Floyd, Marla Krakower, Michele Williams
<b>Regrets:</b>	Ashish Kemkar (Member)

**1.0 CALL TO ORDER**

Maria Britto, Board Chair, called the Board Meeting to order at 2:00 p.m. and welcomed Peter Harris, Board Member, to his first 'in-person' meeting. She also welcomed Marla Krakower, Central West LHIN Vice President, People Services, Employee Experience and Public Relations to her first Board Meeting, and advised that Ashish Kemkar, Board Member, had sent regrets for the meeting.

Maria reminded Members that this would be the last Board of Directors' meeting for herself, John McDermid, Vice Chair and Pardeep Singh Nagra, Board Member, as they complete their respective six-year Board terms effective June 8, 2017.

**1.1 Approval of Agenda**

No additional items were added to the Regular Agenda, as circulated.

**MOVED** by Neil Davis and **SECONDED** by John McDermid, that the Regular Agenda for the Central West LHIN Board of Directors' Meeting of Wednesday, May 24, 2017 be approved, as circulated.

**CARRIED**

**1.2 Conflict of Interest**

Maria reminded Members of the need to declare a Conflict of Interest with respect to any items that might potentially place them in a conflict of interest situation. There were no declarations. Maria further requested that all cell phones be turned off or muted during the meeting.

## **2.0 CONSENT AGENDA**

Maria Britto reminded Members that the process is that they can ask questions and seek clarification on items within the Consent Agenda, but if further discussion is required, the item will be pulled and added to the Regular Agenda.

Scott McLeod advised that all action items from the previous minutes of Wednesday, April 26, 2017 had been addressed and that there were a few items to be scheduled for further board development/discussion, post Transition Day.

**MOVED by Adrian Bita and SECONDED by Neil Davis, that the Consent Agenda be approved, as circulated.**

**CARRIED**

## **3.0 REPORTS OF THE BOARD CHAIR, BOARD MEMBERS, AND CHIEF EXECUTIVE OFFICER**

### **3.1 Report of the Board Chair**

Maria Britto provided an update on her many meetings and activities over the past month, including some of the discussions that have taken place provincially. She also provided a brief update on recruitment activities and status of Members from Etobicoke.

### **3.2 Information Sharing by Board Members**

There were no items for discussion.

### **3.3 Report of the Chief Executive Officer**

Scott McLeod provided a brief overview of his monthly CEO Report, highlighting specific areas and responded to questions from the Board. A summary of highlights followed.

#### **Long Term Care**

Kipling Acres has completed their redevelopment and has begun the process of admitting residents to the new LTC Home. All beds are expected to be fully operational by July 2017.

#### **Hospital Funding**

\$518 million investment was part of the provincial budget and the LHIN will be reviewing the local impact for William Osler and Headwaters. The Central West LHIN did reasonably well, given the complex formulas at play.

#### **External Annual Audit**

Congratulations to Brock Hovey and his team for another unqualified Audit Report, and for reporting the smallest ever year-end surplus in LHIN Operations.

### **Digital Health Strategy**

It is anticipated that the Digital Health Strategy will be released in the near future as a Discussion Paper. Health Information Systems (HIS) is a key part of the digital health strategy and the Ministry is taking a provincial approach to negotiating a master agreement with the major HIS vendors which is expected to result in significant benefits to individual clusters of hospitals requiring new HIS systems.

### **Supply Chain Management**

The Ministry recently released the report developed by the Expert Panel on 'Optimizing the Healthcare Supply Chain in Ontario'. This is a very significant report that calls for the creation of a single Provincial Supply Chain Organization and requiring mandatory participation. The Government will hold consultations regarding the report recommendations over the next year. Currently, local hospitals in Central West work with Shared Services West, which has been highly successful in group purchasing agreements with significant savings, and there are six similar organizations across Ontario. A single, provincial agency would have significantly more purchasing power and yield significant savings possibilities.

### **Appointment of Vice President, People Services, Employee Experience and Public Relations**

Scott welcomed and announced the appointment of Marla Krakower as the Central West LHIN's Vice President, People Services, Employee Experience and Public Relations.

## **4.0 BOARD EDUCATION / GENERATIVE DIALOGUE**

### **4.1 Home Care Patient Assessment**

Kimberley Floyd provided a high-level overview of the Home Care Patient Assessment Tool (RAI), which is a standard tool used across the province and used for establishing care priorities. Kimberley noted that before a person can receive home care, RAI assessments need to occur to determine the level of care required. These assessments are conducted by Care Coordinators. This includes:

- assessing the person's requirements
- determining the person's eligibility for the services that the person requires; and
- for each person who is determined to be eligible, developing a plan of service that sets out the amount of each service to be provided to the person

If a person is receiving a service there is a requirement for regular reassessments to ensure needs are being met. These include:

- reviewing the person's requirements based on the person's condition and circumstances; and
- evaluating and refining the person's plan of service based on changing needs.

A good discussion followed and including whether the RAI tool was used in assessing waiting lists. Kimberley advised that the tool works very well and does help to distinguish those who require service sooner than others.

Jeff Payne thanked Kimberley for her informative presentation, and also expressed appreciation for the detailed presentation she had provided to the Board last month.

## **5.0 STRATEGIC DIALOGUE**

### **5.1 - Patients First Update**

Scott McLeod provided an update on activities underway and planned for T-Day (May 31<sup>st</sup>) which includes having Board and Senior Leadership representatives at each site to greet staff, hand out lanyards, snacks and other items. He encouraged Board Members to participate where possible and to join in the fun atmosphere that is anticipated.

### **5.2 - Executive Leadership Development – Business Case**

Scott McLeod and Kim Delahunt provided a brief overview and some background with respect to the Central West Executive Leadership Development Program, and the proposed 5<sup>th</sup> offering of the program. They advised that the intent is to target a diverse group of individuals in each offering, who are emerging leaders and who must apply for admission. Each offering has approximately 45 participants, including physician leaders. The intended consequences of each of these offerings to emerging leaders is that it helps build relationships, a shared understanding, common experience and trust between the diverse participants, which are all key enablers to successful transformation.

The cost of the program is expected to be approximately \$230,000 or \$4,600 per participant. Scott noted that funding for the Program is through discretionary and one-time funding, and asked the Board for their support for proceeding with the investment.

**MOVED by Jeff Payne and SECONDED by John McDermid, that the Central West LHIN Board of Directors approves the plan to proceed with the 5<sup>th</sup> Offering of the Central West Leadership Development Program, as presented.**

**CARRIED**

Scott noted that consideration is being given as to how to keep graduates engaged with developing solutions to system level challenges. He indicated that this might include holding a special event/dinner where the alumni could get together to brainstorm solutions to problems.

### **5.3 - Review of Central West LHIN Board Committee Structure and Membership**

Maria Britto noted that as a result of feedback from Board Members on their Committee preferences, the Board Committee Structure & Membership chart had been updated accordingly. She further noted that she would most likely leave final approval for the new Board Chair as they will want an opportunity to review it and meet with Members on a personal basis to discuss their interests.

## **6.0 FIDUCIARY DIALOGUE**

### **6.1 - Verbal Report of the Finance & Audit Committee**

Adrian Bitz provided an overview of discussions held at the Finance & Audit Committee meeting of Tuesday, May 23, 2017 where the 2016-2017 Post Audit Report and Audited Financial Statements had been presented for approval, along

with the 2017-2018 CCAC Stub Audit Plan. Also discussed at that meeting, for information only, had been the 2017-2018 Funding Update.

Adrian advised that the Auditor had been very complimentary about the recent Central West LHIN Audit, and no issues had been identified. It had been a very clean audit. There were a couple of places within the Audit document and financial statements where the dates were incorrect, and these have since been corrected.

Adrian advised that with respect to the CCAC Stub Audit Plan, a few errors had been identified at the meeting, but since corrected, and he provided an overview of those specific areas for Board Members' information.

The following two motions took place:

**MOVED by Peter Harris and SECONDED by Pardeep Singh Nagra, that the Central West LHIN Board of Directors approves the 2016-2017 External Audit Report, as amended.**

**CARRIED**

**MOVED by Jeff Payne and SECONDED by Neil Davis, that the Central West LHIN Board of Directors approves the Central West CCAC Stub Audit Plan, as amended.**

**CARRIED**

At this point, Brock provided an overview of the 2017-2018 Funding Updated (as of May 15, 2017) for Board Members' information. There was some discussion regarding the various funding formulas (QBP, HBAM, HSFR, P4R), and a suggestion that a future education session on some of these items might be considered.

**Action: Scott McLeod / Brock Hovey**

Further discussion took place regarding the historical underfunding for the Central West and it was agreed that a letter from the Board of Directors to the Minister of Health and Long-Term Care would be in order to formally document appreciation for the new approach to funding and recognize that is a positive first step to ensure funding equity.

**Action: Scott McLeod**

## **7.0 IN-CAMERA SESSION**

**MOVED by Neil Davis and SECONDED by Peter Harris, that at 4:40 p.m., the Central West LHIN Board of Directors consider Matters of Public Interest in a Closed Session as set out by the Local Health Integration Act, 2006, s.9(5)(a), and further, that Staff Members in attendance be invited to stay for this portion of the meeting.**

**CARRIED**

**MOVED by Carmine Domanico and SECONDED by Moyra Vande Vooren, that at 5:30 p.m., the Central West LHIN Board of Directors' meeting be moved Out-of-Camera and back into the Regular Session.**

**CARRIED**

**8.0 ADJOURNMENT OF BOARD MEETING**

**MOVED** by Jeff Payne and **SECONDED** by Adrian Bitz, that there being no further business for discussion, that the Central West LHIN Board of Directors' Meeting of Wednesday, May 24, 2017 be adjourned at 5:30 p.m.

**CARRIED**

---

Maria Britto, Board Chair

---

Scott McLeod, CEO