

South West LHIN Board of Directors' Meeting

Board of Directors' Meeting

Tuesday June 26, 2018

South West LHIN, Woodstock Office, 1147 Dundas Street, Community Eats/West Rooms

Minutes

Present: Andrew Chunilall, Vice Chair, Acting Board Chair (via teleconference)
Linda Ballantyne, Vice Chair, Board Director
Jean-Marc Boisvenue, Board Director
Myrna Fisk, Board Director
Glenn Forrest, Board Director (via teleconference)
Allan MacKay, Board Director
Wilf Riecker, Board Director
Jim Sheppard, Board Director
Leslie Showers, Board Director
Cynthia St. John, Board Director
Aniko Varpalotai, Board Director

Regrets: Lori Van Opstal, Board Chair

Staff: Hilary Anderson, Vice President, Corporate Services
Mark Brintnell, Vice President, Quality, Performance & Accountability
Donna Ladouceur, Interim Co-CEO/Vice President, Home & Community Care
Sue McCutcheon, Acting Vice President, Strategy System Design and Integration
Ron Sapsford, Interim CEO

Stacey Griffin, Executive Office Coordinator (Recorder)

1.0 Call to Order – Welcome and Introductions

The Vice Chair Linda Ballantyne called the meeting to order at 1:30 pm. There was quorum and 16 members of the public, which included health service providers, were in attendance for parts of the meeting.

1.1. Approval of Agenda

MOVED BY: Allan Mackay
SECONDED BY: Aniko Varpalotai

THAT the Board of Directors' meeting agenda for June 26, 2018, be approved as presented. A closed session will be held.

CARRIED

1.2 Declaration of Conflict of Interest

No conflicts were declared

2.0 Approval of Minutes

2.1 May 3, 2018 South West LHIN Special Meeting of the Board of Directors

MOVED BY: Cynthia St John

SECONDED BY: Jean-Marc Boisvenue

THAT the May 3, 2018 South West LHIN Special Meeting of the Board of Directors' minutes be approved as presented.

CARRIED

2.2 May 15, 2018 South West LHIN Board of Directors Meeting

MOVED BY: Allan MacKay

SECONDED BY: Myrna Fisk

THAT the May 15, 2018 South West LHIN Board of Directors' meeting minutes be approved as presented.

CARRIED

3.0 Board Delegation – Community Support Services Council

The Board heard from Barry Fellingner, Chair of the South West Community Support Services Council who presented the sectors vision, mandate and current membership of the Council. A copy of the speaking notes from the presentation are attached to the minutes as an Appendix A.

4.0 Patient Story /Presentation

4.1 Patient Family Advisory Committee (PFAC)

The Patient and Family Advisory Committee PFAC was launched on October 18, 2017, the committee advises, collaborates and co-designs with the LHIN on policies, practices, strategies, planning, and delivery of patient and family centred care and was created to support the development of the LHIN Patient Engagement Plan. Two patient/family members from each integration table sit on the committee. Patient and Family Advisory Committee (PFAC) Co-Chairs, Nadia Tahir and Barb-West Bartley described their own experience journey and provided highlights of what will be different in the next year as the committee begins to implement the patient engagement plan

5.0 Approval of Consent Agenda

MOVED BY: Myrna Fisk

SECONDED BY: Jim Sheppard

THAT the consent agenda items be received and approved as circulated in the agenda package. Agenda item 5.5 Enterprise Risk Management was removed from consent and added under discussion items as agenda item 7.4.

CARRIED

6.0 Decision Items

6.1 2017/18 Audited Financial Statements of the South West LHIN

MOVED BY: Myrna Fisk

SECONDED BY: Leslie Showers

THAT the South West LHIN Board approves the Audited Financial Statements for the year ended March 31, 2018, as recommended by the Audit Committee.

CARRIED

7.0 Focused Discussion

7.1 Integrated Health Service Plan (IHSP) and Strategic Plan

The Board heard from staff that the IHSP is our collective plan that builds on the accomplishments and initiatives from previous plans and identifies new and emerging strategies that will take place over the next 3 years. The IHSP will describe the priorities, approach, strategies, and proposed outcomes for the local health system over the three year period, while reconciling the work achieved over previous IHSPs, identifying successes, gaps and opportunities for the next phase of our health system transformation journey. The Strategic Plan will guide our ongoing systems approach to improving care internally and across the system. The draft IHSP is due to the Ministry of Health and Long-Term Care by the end of October 2018 and will come forward to the October 20, 2018 Board of Directors meeting. As requested by the Board of Directors, a Request for Proposal (RFP) was developed and Optimus SBR was chosen and will guide the South West LHIN through the development of both the IHSP and Strategic Plan. A formal kickoff session was held on June 25, 2018 with the South West LHIN Leadership team.

7.2 March 2018 Financial Update

The Board was provided with a summary of changes to the projections for the current 2018/19 fiscal year and highlighted:

- As previously reported, a new funding letter had been received for \$15.4M. The funding is to allocate \$11.4M to expand home care services, \$2.5M to increase contract rates for home care services, and \$1.5M to support sustainability of community services. It is important to note that the Ministry has only committed to 60% of this funding with the remaining 40% subject to appropriation from the Ontario Legislature.
- Analysis of purchased services indicates that they continue to be impacted by the PSW staffing shortage and are trending below budget. We are currently forecasting a surplus of \$6.2M due to this trend. This results in \$17.6M available for home care expansion when combined with the \$11.4M in additional funding noted above. Refer to the chart below for a comparison of 2017/18 actual purchased services to 2018/19 projected purchased services. This projection does not include any of the new funding. Plans will be brought forward in the coming months.
- The transfer of the special needs strategy to Ministry of Children and Youth Services has been revised, and is currently expected to be Quarter 2 of 2017/18 at the earliest.
- Compensation is currently trending above historical vacancy rates. We have accounted for a 1.4% vacancy rate in the budget. The trend is closer to 4%. If vacancy rates continue in this manner it would add approximately \$2M to the surplus.
- There is not yet an indication on whether other expenses are deviating from the budgeted amounts.

7.3 Quality Committee Update

The Board heard from the Committee Chair that the Quality Committee over the next 6 to 12 month's will focus on patient relations (complaints, stories, ethics, risk management), and accreditation. The dates of December 3 to December 6, 2018 have been confirmed for the 2018 accreditation primer survey. The South West LHIN will be surveyed by four surveyors including a patient with lived experience in the home and community care sector. The Governance Functioning Tool will be introduced to the Governance & Nominations Committee in late June with a recommendation from the Quality Committee that the tool be used to further board development work.

7.4 Enterprise Risk Management (ERM) – Board Committee Focus

The Vice Chair advised that Enterprise Risk Management was reviewed at the Quality Committee and the discussed that the Board has the final oversight of Enterprise Risk Management but discussed options of an alternate Board Committee having more oversight. The Board reviewed options and confirmed that the Audit Committee would take on the oversight role but each committee would have elements on their agenda.

MOVED BY: Myrna Fisk
SECONDED BY: Jim Sheppard

THAT the South West LHIN Board of Directors approves that in Consultation with other committees as needed that the Audit Committee will take on the Enterprise Risk Management assessment, management and oversight role and that the Audit Committee will review and revise their Committee Terms of Reference and work plan to reflect the oversight role.

CARRIED

**The Board took a short break from 3:12 pm to 3:20 pm

8.0 Closed Session

MOVED BY: Myrna Fisk
SECONDED BY: Wilf Riecker

THAT the Board of Directors move into a closed session at 3:20 pm pursuant to s. 9(5)(a)(g)(h) of the Local Health System Integration Act, 2006

CARRIED

LHIN staff member Ron Sapsford attended the session and LHIN staff member Stacey Griffin was permitted to attend for parts of the meeting and left the meeting at 3:25pm.

MOVED BY: Leslie Showers
SECONDED BY: Jean-Marc Boisvenue

THAT the South West LHIN Board of Directors rise from closed session at 4:20 pm and returned to open session. The Vice Chair reported that the Board discussed the CEO Executive Search and were provided an update from the Interim CEO.

CARRIED

9.0 Dates and Location of Next Meeting

The next regular meeting of the South West LHIN Board of Directors Meeting will be held on Tuesday July 17, 2018, 1:00 pm to 5:00 pm, at the South West LHIN London office, 356 Oxford Street West, Trillium East and West Rooms

10.0 Adjournment

MOVED BY: Wilf Riecker

SECONDED BY: Aniko Varpalotai

THAT the South West LHIN Board of Directors adjourned the meeting at 4:20 pm

APPROVED: _____
Andrew Chunilall, Acting Board Chair

Date: _____