

**Committee of the Whole
Minutes
Wednesday January 14, 2009, 10:00 am to 12:00 pm
South West LHIN, Main Board Room**

Present: Norm Gamble, Chair
Janet McEwen, Vice Chair
Kerry Blagrove, Secretary
Murray Bryant, Director
Barrie Evans, Director
Anne Lake, Director
Linda Stevenson, Director
Ferne Woolcott, Director
John Van Bastelaar, Director by teleconference

Staff: Michael Barrett, CEO (Acting)
Kelly Gillis, Senior Director, Planning, Integration & Community Engagement
Mark Brintnell, Senior Director, Planning, Contract and Allocation (Acting)
Stacey Griffin, Executive Assistant to the CEO/Board

1.0 Call to Order

The Chair called the meeting to order at 10:03 am. Quorum was present and two members of the public were in attendance.

2.0 Declaration of a Conflict of Interest

No conflict of interest was called

3.0 Approval of Agenda

MOVED BY: Linda Stevenson
SECONDED BY: Anne Lake
THAT the agenda be approved as presented.

CARRIED

4.0 Unfinished Business

No items were reported

5.0 New Business

5.1 Review of Central Community Health Centre Final Community Engagement Report

Debbie Lee referred Board members to the written report and highlighted

- The MoHLTC announced the City of St Thomas to receive a CHC in November 2005.
- In 2006 community development activities were undertaken. A Steering Committee was formed to oversee the development of the Centre and the committee contracted with the Association of Ontario Health Centre to conduct the formal community engagement process. Activities occurred from July to December 2008 resulting in the Final Community Engagement Report
- The community engagement process was reviewed which included the catchment area, priority populations and programs, services and staff.
- The pre-operational phase requires the Central CHC Board finalize and send to the LHIN their priority populations, catchment area, functional plan, staffing and operational budget for approval by the LHIN. During this phase, monthly reporting of activities and expenditures is required, along with approval from LHIN staff prior to expending funds.

Debbie Lee responded to Board questions:

- The West Elgin CHC catchment area is for the delivery of primary health care services for unattached patients
- You do not need an OHIP card at a CHC
- Catchment area is by your home address
- There are 5 centres within our LHIN, two existing and three developing. There is a South West group that meets through the Association of ON Health Centres
- Questions were raised regarding the Mennonite population and dialysis identified as a service in the report.

MOVED BY: Murray Bryant
SECONDED BY: Ferne Woolcott

That the South West LHIN Board of Directors accept the Final Community Engagement Report submitted by the Central (Elgin) Grey Community Health Centre; and

That a letter on behalf of the LHIN be sent from the Board Chair advising of the acceptance of the report and acknowledging the leadership of the Central Community Health Centre Steering Committee in this important endeavour.

CARRIED

5.2 Priorities for Investment

- Michael Barrett provided a verbal update to the Board in advance of a full report for

approval coming to the January 28th Board meeting. This update provided an overview of the funding which is available for investment this fiscal year. The Board was informed that a recommendation will be coming which states that remaining funds in the Urgent Priorities Fund be dedicated to the restructuring costs associated with the 3 hospital external reviews. Board members noted that a communication plan will be very important moving forward.

5.3 Health Services Blueprint

Kelly Gillis provided the Board with two separate briefing notes providing background information and a recommended motion to execute a contract with the preferred consulting firm for Phase 2 of the Health Services Blueprint.

The Board was informed that in April 2008, the South West LHIN entered into a contract with Hay Group for the development of a detailed Project Charter for the

completion of the current state and Blueprint Framework (Phase 2). In November 2008, a RFP was posted to secure consulting services for the completion of Phase 2. The 3 Phases of the Project were reviewed.

- Phase 1 – Project Charter development
- Phase 2 – Current State Assessment and Framework Development
- Phase 3: Framework application over time.

Four proposals were received and all four were interviewed by a selection panel. To date the South West LHIN has allocated \$500,000 for the 2008/09 fiscal year to complete the Phase 2 of the Health Services Blueprint. The Board was informed that additional funding is available for allocation in 2009/10 from LHIN surplus dollars for additional costs associated with the project.

- A detailed overview of the project work plan will be presented to the South West LHIN Board at an upcoming meeting.
- A contract will be established with preferred firm and the initiation phase of the Blueprint project would commence as soon as possible with membership of the Steering committee to be confirmed over the coming weeks. Board members commented that they would like to see Board representation on the committee.
- The successful firm will provide status reports biweekly to LHIN staff and regular reports will be provided at the Committee of the Whole and Board meetings.
- The community engagement process will include interviews, focus groups, smaller meetings with different stakeholder groups, two Full Day Symposiums and that a “strawdog” will be shared at the symposiums which would be open to all Health Service Providers
- It was noted that the Health Services Blueprint will be a foundational piece for our Integrated Health Services Plan (IHSP). A decision making tool of how services should be maintained and priority setting for the future.

MOTION: THAT the South West LHIN Board of Directors authorizes the Board Chair and CEO to execute a contract with the successful consultant for the completion of the Health Services Blueprint Phase Two: Current State Assessment and Framework Development, following the adoption of the motion at the next Board meeting.

MOVED BY: Kerry Blagrave
SECONDED BY: Murray Bryant

CARRIED

ADDED: CLOSED SESSION

MOVED BY: Kerry Blagrave
SECONDED BY: Ferne Woolcott

That the members move into a closed session at 11:15 am pursuant to the following exception set out in ss. 9(5) of the Local Health Systems Integration Act 2006 to review the draft Grey Bruce Health Services External Review Report.

CARRIED

MOVED BY: Linda Stevenson
SECONDED BY: Ferne Woolcott

That the Board move out of closed session at 11:58 am and reported that the information was received and that the final external reviewer's report will be brought forward to an upcoming open session of the Board.

CARRIED

5.4 Hospital Service Accountability Agreement (H-SAA) Negotiations Update

Michael Barrett and Mark Brintnell provided a brief overview on the external reviews. LHIN staff have met with the leadership team from the Woodstock General Hospital to detail the reporting and monitoring procedures coming out of the external review. The South West LHIN has followed up with a letter which included the reporting requirements and states that external reviewer John Oliver can be used for advice during this phase. The hospital leadership team will work with the South West LHIN over the next 6 months and will report results back to the LHIN on a monthly basis.

The draft Strathroy Middlesex General Hospital external review report will be presented to the Board at its January 28, 2009 meeting.

6.0 Information and Status Reports

6.1 Board Chair Report

Norm provided a verbal report and noted the following:

- A meeting was held on December 12, 2008 with board representatives from the South West CCAC and the South West LHIN. It was agreed at this meeting that the South West CCAC will be present at the February 11, 2009 Committee of the Whole meeting.
- LHIN Chairs meeting will be held in Toronto on January 15, 2009 with Minister Caplan attending a portion of the meeting.
- Friends of Kincardine – Stakeholders meeting was held. Norm, Kerry and Michael met with a group of local doctors and stakeholders to discuss concerns around the operation of the Kincardine site of South Bruce Grey Health Centre. The LHIN has offered to facilitate a meeting between the Hospital Board and this group. It is anticipated that this meeting will be held over the next 2 weeks.
- CEO Recruitment – 20+ applications were received with the selection committee

short listing to 6 applicants. Interviews were held on January 10 and 13, 2009 and 3 applicants have been selected for final interviews on January 20, 2009. All Board members have been invited to attend these interviews. It is hoped that the selection committee could put forward a final recommendation at the January 28, 2009 Board meeting.

- Norm noted that he has requested senior leadership and communications to identify the South West LHIN key accomplishments over the past 3 years and to document so that we would be able to provide to our Health Services Providers.

6.2 Board Members Report

- Janet McEwen noted that she attended a Meals on Wheels event at McCormick Home in London.
- Linda Stevenson noted that she attended the Parkwood Transitional Care Unit event in December and that it was well received.
- Murray Bryant will be attending a funding announcement event for Stratford General Hospital with MPP John Wilkinson regarding ongoing hospital redevelopment funding on January 16, 2009.

6.3 Senior Leadership Report

Board members were referred to the written report circulated with the agenda package and added:

- The Board was informed that the CAPS/M-SAA process is very labour intensive for the Planning, Contract and Allocation team with 94 submissions. The agreements

will come forward in February and March for consideration/approval but a template/mock version will be brought forward to the January 28, 2009 Board meeting for information.

- The Communication Lead position has been offered and waiting for final confirmation.
- Connection with MPPs – looking at holding an Information session with MPPS in Toronto – Erie St. Clair LHIN is interested in participating as well.

7.0 Task Force Reports

7.1 Board Retreat Taskforce
No report was tabled

8.0 Date and Location of Next Meeting

Board Meeting – Wednesday January 28, 2008, Tavistock

9.0 Adjournment

It was moved by Murray Bryant that the meeting adjourn at 12:23 pm.

CARRIED

APPROVED:

**NORM GAMBLE, CHAIR
SOUTH WEST LHIN**

Date: _____

**KERRY BLAGRAVE, SECRETARY
SOUTH WEST LHIN**

Date: _____