

**Board Committee Meeting
Minutes
Wednesday June 10, 2009 1:00 – 4:30 pm
Marwood Lounge - Tillsonburg Community Centre**

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

Staff: Michael Barrett, CEO
Mark Brintnell, Acting Senior Director, Performance, Contract and Allocation
Kelly Gillis, Senior Director, Planning, Integration & Community Engagement
Sue Davey, Corporate Coordinator

Regrets: Murray Bryant, Director

1. Call to Order – Welcome and Introductions

The Chair called the meeting to order at 1:00 p.m. Quorum was present.

2. Declaration of a Conflict of Interest

There was no conflict of interest declared.

3. Approval of Agenda

MOVED BY: Janet McEwen

SECONDED BY: Linda Stevenson

THAT the agenda for today's meeting be approved as presented.

CARRIED

4. Reports

4.1 CCC/Rehab

Jan Walker and Barry Monaghan, project consultants, participated by teleconference to share the Complex Continuing Care (CCC) and Rehabilitation Strategic Resources Final Report. This study was undertaken to increase the LHIN's understanding of these resources as a means of easing system pressures and the results of this project will contribute to the Blueprint project. LHIN staff, hospital and CCAC leadership and the Best Level of Care and Quality Steering Committee have reviewed the report and provided feedback. Barry provided an overview of the project, background information, project scope and objectives, summary of resources in the LHIN, planning considerations and suggested next steps. He acknowledged the contributions of Jan Walker and thanked Gail Schmidt at the LHIN for her work in assisting them with this project.

There was discussion and questions regarding the placement of youth and children in the system, especially with young adults residing in long-term care facilities. These age groups were not included in this project but they were aware of the challenges and issues. The reduction in CCC beds in the system was noted. Appropriate designation and care of the patient in the system is more important than what bed they occupy.

Next steps were reviewed and the final report will come to the Board for receipt on June 24th, 2009. Following this, it will be made available publicly to give organizations the opportunity to pursue strategies individually within their organizations.

4.2 Ontario Diabetes Strategy Implementation - Service Expansion Recommendations

Kelly Gillis provided an overview of the proposed recommendations for the expansion of diabetes care as part of the implementation of the Ontario Diabetes Strategy. The report includes recommendations for the geographical locations and full-time staffing allocations for service expansion that have been supported by the Chronic Disease Prevention and Management Steering Committee (CDPM SC). The 2009/10 Goals and Work Plan were attached to the report. It was noted that the draft report was submitted to the Ministry on May 14th, 2009 and final recommendations, including the FTE professional designation and host agencies, will be brought forward to the Board on June 24th, 2009 for approval. The final report will then be submitted to the Ministry. Service realignment recommendations are not being proposed at this time. Overall coordination is important and the CDPM SC believes that a coordination function is required for the whole LHIN but a recommended approach to overall coordination has not yet been fully developed.

4.3 South West LHIN Annual Business Plan

An update on the progress of the Annual Business Plan (ABP) was provided to the Board. The Board approved the draft Business Plan in October and LHINs are required to finalize the plan within 120 days of the Ontario Budget announcement. Mark Brintnell provided an overview of what is required to finalize our ABP and noted the areas to be updated since the draft that was submitted in the fall and these were included in the written report. The final ABP will be brought forward for consideration and approval at the Board of Directors' meeting on June 24, 2009.

4.4 Ministry-LHIN Accountability Agreement (MLAA) – Update

Mark Brintnell provided the latest update in a series of updates on the Ministry-LHIN Accountability Agreement (MLAA) refresh process. The update included an overview of the process and proposed changes were highlighted. Since we have not yet received our populated MLAA, a copy of the generic template was included in the package.

Mark reviewed Schedule 10 which includes performance targets for each performance indicator to be included in the final MLAA. The current proposed target for cancer surgery wait time remains in negotiation as the proposed target will not bring the LHIN wait time in alignment with the province. The current wait time for cancer surgery is well above the provincial performance and the highest wait time in the province. South West LHIN staff remain in discussions with the London Regional Cancer Centre on a performance improvement plan and a more appropriate target to bring wait times in line with the province. It was noted that there is capacity in the system outside of London and this may be one option to assist with the capacity challenges being experienced in London.

A few performance indicators have been removed from all MLAA's across the province. However, new performance indicators and targets for emergency room wait times have been added to help ensure progress is made in this area. The South West LHIN is performing well on these indicators.

The LHIN Agreement Development Team and the Ministry have done a lot of work through a transparent process. We expect to receive the populated South West LHIN MLAA shortly and any significant changes will be brought forward to the Board. The final agreement will come forward to the Board for consideration and approval at the June 24th meeting to meet the June 30th provincial deadline.

Carolyn Ridley and Kim White arrived at the meeting.

4.5 Long-Term Care Home Renewal Strategy

Information regarding the Long-Term Care (LTC) Home Renewal Strategy was included in the agenda packages. The Ministry of Health and Long-Term Care called for applications in April from long-term care home operators wanting to redevelop and these are due on July 31, 2009. The LHINs have an advisory role and are responsible for reviewing the applications. The South West LHIN specific information was reviewed as well as criteria and we are working with operators to assist them with this process. Applications will be reviewed by LHIN staff in mid-September and then we will work with other LHINs and the MOHLTC to prioritize the list of applicants. LHINs will make recommendations to the MOHLTC by late October.

There was discussion.

- Upgrades will involve a staging process so that there is no temporary reduction in beds especially given the challenges faced.
- Applications will be mapped to look at geographic distribution.

4.6 Community Health Centre Development

Kelly Gillis introduced LHIN staff Carolyn Ridley and Kim White from the South West LHIN office and thanked them, as well as Patricia Dwyer, who was unable to join us today for their contribution to the reports being brought forward today. She provided an overview of the Community Health Centre (CHC) development in our LHIN. The Woodstock and Area Communities Health Centre (WACHC) and the South East Grey Community Health Centre (SEGCHC) have submitted proposals for catchment area, priority populations, programs and services, staffing and annual operating budget and the LHIN staff have reviewed these and provided individual reports that were included in the packages today. The Central Community Health Centre (CCHC) in Elgin County is not at this stage yet and is currently recruiting a project director.

Kelly reviewed the process and timelines for approval of the proposals, as well as the next steps once the CHC plans are approved by the LHIN, and this is outlined in the written report. The Ministry will flow funding to the LHIN and we will negotiate a Multi-Sector Service Accountability Agreement (M-SAA) with each CHC. The CHC will develop a capital business case and work with the Ministry for the development of a permanent site.

4.6.1 Woodstock and Area Communities Health Centre

The assessment of the Woodstock and Area Communities Health Centre Pre-Operational Plan Submission was reviewed, as well as the recommendation included in the report.

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4.6.2 South East Grey Community Health Centre Staffing and Services Plan

The assessment of the South East Grey Community Health Centre Staffing and Services Plan was reviewed, as well as the recommendation included in the report.

There was discussion about the two submissions and clarification was provided by staff.

MOVED BY: Janet McEwen
SECONDED BY: Ferne Woolcott

THAT the South West LHIN Board Committee recommends that the Board of Directors approve the catchment area, priority population, programs and services plan, staffing request and budget as identified in the Pre-Operational Plan, submitted by the Woodstock and Area Communities Health Centre Board of Directors; and,

That a letter on behalf of the LHIN be sent from the Chief Executive Officer informing them of the approval of their catchment area, priority population, programs and services plan, staffing request and budget as identified in the Pre-Operational Plan, as well as acknowledging the leadership of the Woodstock and Area Communities Health Centre Board of Directors in this important endeavour.

That the South West LHIN Board Committee recommends that its Board of Directors approve the catchment area, priority population, programs and services plan, staffing request and budget projection as identified in the Staffing and Services Plan submitted by the South East Grey Community Health Centre Steering Committee; and

That a letter on behalf of the LHIN be sent from the Chief Executive Officer informing them of the approval of their catchment area, priority population, programs and services plan, staffing request and budget projection as identified in the Staffing and Services Plan as well as acknowledging the leadership of the South East Grey Community Health Centre Steering Committee in this important endeavour.

CARRIED

4.7 Integrated Health Service Plan Update

Kelly Gillis shared a slide presentation regarding the Integrated Health Service Plan (IHSP) and upcoming 17 public sessions planned for July and September. She shared the planned open house format. Kelly reviewed the table of contents for the Integrated Health Service Plan (IHSP) refresh, system level goals and service delivery goals for 2010-2013. She explained how the proposed priorities build on the existing IHSP priorities.

Feedback was also provided from the Board on the upcoming public forums scheduled for July and September. The Board discussed the format and requested that the messaging and content of the forums be clear and understandable for members of the public.

4.8 Audit Committee - Terms of Reference

The draft revised Audit Committee Terms of Reference were reviewed. It was noted that the Board Committee will now perform many of the finance responsibilities of the former Audit and Finance Committee. The Audit Committee will review and revise the Terms of Reference and bring them back to the full Board for consideration and approval.

5. Staff Operational Reports

5.1 Senior Leadership Report

The Senior Leadership Report was included in the Board packages for review.

6. Board Members Reports

6.1 Board Chair

- The Board received thanks from the Children's Health Foundation for the donation in memory of Tom Hanlon, Kelly Gillis' father.
- Correspondence was shared and will be sent with the next package.

6.2 Board Members

- Janet McEwen attended the Middlesex Hospital Alliance Annual General Meeting last evening and a guest speaker provided a presentation entitled "Health Care Success – the Dutch Way!"
- Linda Stevenson attended the Annual General Meeting of the St. Thomas-Elgin General Hospital.
- Ferne Woolcott attended the Annual General Meeting at Alexandra Hospital in Ingersoll where they are celebrating 100 years in operation. The experience was positive, especially the report from their Medical Staff President.

Norm Gamble reported that meetings are currently being scheduled with municipal leaders to update them on LHIN activities and to receive feedback from them about health care issues. Ideally, the meetings will be scheduled the same day, prior to the public sessions. Michael Barrett and Norm will attend if they are available to but assistance may be required from Board members and Senior Leadership.

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Congratulations was extended to the staff for the tremendous amount of work put into the planning and execution of the Blueprint Symposiums recently held in Owen Sound and London. Positive comments have been received and evaluations will be shared with the Board.

7. Date and Location of Next Meeting

Wednesday June 24, 2009
Board of Directors' Meeting
South West LHIN Office, London

8. Adjournment

It was MOVED by Kerry Blaggrave to adjourn the meeting at 4:45 p.m.

CARRIED

APPROVED:

**NORM GAMBLE, CHAIR
SOUTH WEST LHIN**

Date: _____

**KERRY BLAGRAVE, SECRETARY
SOUTH WEST LHIN**

Date: _____