

**Board Committee Meeting
Minutes
Wednesday, September 9, 2009
Huron Community Family Health Team Office, Seaforth**

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

Staff: Michael Barrett, CEO
Mark Brintnell, Senior Director, Performance, Contract & Accountability
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. Regrets were received from Murray Bryant, Director. Two members of the public were present.

2. Declaration of Conflict of Interest

There was no declaration of conflict of interest.

3. Approval of Agenda

The following changes/additions were made to the agenda:

- Move agenda item 6.1 to the Open Session
- Add agenda item 5.3 – Board and Staff Expense Policies & Practices
- Agenda item 6.2 changed to 6.1
- Add agenda item 6.2 – CEO Performance Appraisal
- Add agenda item 4.6 – Level II NICU Capacity Expansion
- Add an informal meeting evaluation at the end of the meeting.

MOVED BY: Anne Lake

SECONDED BY: John Van Bastelaar

THAT the agenda for the meeting September 9, 2009 be approved as amended.

CARRIED

4. Reports

4.1 Board Committee Terms of Reference

The Board Committee Terms of Reference were reviewed. Board members agreed to change wording in the role of the Committee to read: “The Board Committee is...not formally adopted or endorsed, but may be presented to a subsequent meeting of the Board of Directors....” Consideration will be given to putting together a calendar, providing structure to our agendas.

MOVED BY: John Van Bastelaar
SECONDED BY: Janet McEwen

THAT the South West LHIN Board Committee recommends that the South West LHIN Board of Directors adopts the Board Committee Terms of Reference as amended.

CARRIED

4.2 Draft South West LHIN Governance Policy Manual

The Draft South West LHIN Governance Policy Manual was reviewed. Norm Gamble noted that the province is currently developing a Governance Manual for LHINs, planned to be released this fall. It was agreed that the South West LHIN should continue to move forward with developing our own policies, and review them once the provincial manual is released.

There was discussion and changes were suggested which will be incorporated into the the final version of the Manual for the Board of Directors meeting on September 23rd, 2009. The Board recognized the good work of Board members and Sue Davey in the development of this document.

MOVED BY: Kerry Blaggrave
SECONDED BY: Linda Stevenson

THAT the South West LHIN Board Committee recommends that revisions be made to the South West LHIN Governance Policy Manual and the final version be brought forward to the South West LHIN Board of Directors' Meeting on September 23, 2009 for consideration and approval.

CARRIED

4.3 Board Nominating Committee – Next Steps

Based on the fact that three Board member terms will end in 2010, the Board discussed a report which outlines a process for replacement of these members. It was noted that those members whose terms expire next year have completed two terms, but have not served a total of six years. It was agreed that additional investigation will be completed to determine if these members can be considered for reappointment.

Concerns were raised about the fact that many Directors will end their terms at the same time. Recruitment strategies were reviewed and members agreed to the removal of “suggested candidates from the Minister of Health and Long-Term Care”. Nominating Committee membership was discussed and members agreed that retired board members would be a good resource as a community member.

MOVED BY: Linda Stevenson
SECONDED BY: Ferne Woolcott

THAT the South West LHIN Board Committee recommends that the South West LHIN Board of Directors receive the Nominating Committee report as amended.

CARRIED

4.4 Long-Term Care Home Renewal Strategy

Kelly Gillis shared this report which is in follow-up to the update received by the Board in June. She explained the process for the Ministry of Health and Long-Term Care’s redevelopment of B, C and upgraded D beds over the next 15 years, with funding being allocated every 2 years, in 5 phases. The MOHLTC launched the first phase of this renewal strategy in April of this year with a provincial call for applications to be submitted in July.

Discussion highlights include:

- Municipalities have concerns about the amount of operating dollars they are receiving to run their long-term care homes.
- There may be operators that have homes in multiple LHINs that will want/need to move beds across LHIN boundaries as part of the redevelopment process.
- The plan for pods of 32 beds is preferred. The Board discussed the difficulties of achieving this preference in rural areas.
- The per diem to support new D beds is \$10.35 per bed per day for 20 years.
- The per diem to support the redevelopment of B and C beds is \$13.30 per bed per day for 25 years.

It is anticipated that LHIN staff will bring forward the results of their analysis of applications at the Board meeting in September. The Board was informed that this discussion will be in-camera due to the competitive nature of this process.

4.5 Aging at Home Strategy: 2010/11

Kelly Gillis provided an overview of the Aging At Home planned approach for Year 3 (2010/11). To meet the timelines for decision-making, the Board was informed that we will need to move forward with this approach as quickly as possible. We will be using a targeted approach for investment that is aligned with the South West LHIN system level goals, service delivery goals identified for the 2010-2013 IHSP and six Aging at Home strategies of focus outlined in the written report.

It was noted that the LHIN originally had \$13 million to invest but were recently informed by the Ministry of Health and Long-Term Care (MOHLTC) that 25% of this funding will be retained centrally by the ministry. The Board discussed possible options to address the recent announcement about a reduction in funding to the LHINs. Additional guidelines are to be received from the Ministry so staff will be assessing our approach against those guidelines prior to moving forward. Staff wants to ensure that the board agrees with our approach and wants to be ready to move forward once alignment with the Ministry guidelines is confirmed. Once we begin to move forward, health service providers have approximately 10 weeks to develop proposals.

Discussion highlights include:

- We are looking for a collective response from the Aboriginal communities to ensure collaboration and to reduce the possibility of a competitive process. The investment in this area is significant because of the level of need and recognition that no Aboriginal initiatives were funded in Year 1 or 2 of the strategy.
- Convalescent care and interim care beds are placed in long-term care homes rather than retirement homes because retirement homes are not regulated.
- Business Case forms are from the provincial toolkit with comprehensive information gathered using this form. Although it seems complicated to use, we require the level of detail included because of the information to make sound decisions and to provide required information to the Ministry.

MOVED BY: Linda Stevenson

SECONDED BY: Janet McEwen

THAT the South West LHIN Board Committee recommends that the South West LHIN Board of Directors approve the Aging at Home approach for 2010/11 with revised funding targets for each priority as discussed, ensuring that our approach aligns to the provincial guidelines once available.

CARRIED

4.6 Level II Neonatal Intensive Care Unit (NICU) Capacity Expansion

Kelly Gillis presented highlights of the Level II Neonatal Intensive Care Unit (NICU) Capacity Expansion report distributed.

Discussion highlights include:

- St. Thomas Elgin General Hospital (STEGH) physician was part of the discussions and proposal going forward.
- STEGH requires a capital investment in order to expand.
- STEGH argues that they are not funded appropriately and MOHLTC is aware of their challenges.

- Grey Bruce Health Services would be able to handle two beds since the beds are fully funded and allocation should help the hospital to staff and operate efficiently.

MOVED BY: Janet McEwen
SECONDED BY: Anne Lake

THAT the South West LHIN Board Committee recommends that the South West LHIN Board of Directors recommend to the Ministry of Health and Long-Term Care that the available funding for three to five Level II Neonatal Intensive Care Unit (NICU) beds be allocated as follows:

- Funding for three (3) beds to the Huron Perth Healthcare Alliance Stratford General Hospital site; and
 - Funding for two (2) beds to the Grey Bruce Health Services Owen Sound site; and
- THAT the South West LHIN advise the Ministry of Health and Long-Term Care that if future operating capital funding is available for further expansion of Level II NICU capacity, St. Thomas Elgin General Hospital is well positioned, with a strong perinatal program supported by well trained nursing, obstetric and paediatric staff to increase regional Level II capacity within the south area of the South West LHIN.

CARRIED

5. Board Members Reports

5.1 Board Chair

- LHIN Board Evaluations - Board members agreed that they would like to meet with the consultants to discuss the process and results.
- LHIN Effectiveness Review - An email will be shared with the Board regarding the LHIN Effectiveness Review and involvement of the LHIN Collaborative (LHINC).
- LHIN Collaborative (LHINC) Structures Initiative - LHINC has the majority of support from the LHINs and is moving forward so we are obligated to pay our part to support it. An educational session will be planned for the Board.

5.2 Board Members

Norm Gamble brought forth an idea that Murray Bryant suggested where members would share their plans to move the LHIN agenda forward in the upcoming month.

Anne Lake

- Attended a meeting with the Warden and CAO of the County of Perth with Michael Barrett and Norm Gamble in August.
- Brought greetings from the LHIN on the opening of the new critical care and mental health care units at the Huron Perth Healthcare Alliance (HPHA), Stratford site. She noted that a physician that works with HPHA was recently killed in a traffic accident and on behalf of the South West LHIN Board, Anne passed along our condolences.

Linda Stevenson

- Attending the Triple Aim Summit in Toronto this month.

Janet McEwen

- Attended the MPP announcement at Parkwood last week regarding the priority funding approval that we made at our last Board meeting. This event was a celebration and there were a number of providers that attended. Michael Barrett shared that MPP event was very positive and it was encouraging that the role of the MPPs and our Board were understood and aligned. He believes that reaching out and working with our MPPs has been very beneficial.
- Attended the Warden and CAO meeting with Middlesex County with Norm and Michael in August.

Barrie Evans

- Attending the LHIN public session in Lion's Head tomorrow evening.

John Van Bastelaar

- Attending a meeting with Bruce County Council tomorrow with Norm.
- Attending the event in Lion's Head.

5.3 Board and Staff Expense Policies & Practices

Norm Gamble received a letter from the Integrity Commissioner requesting provincial agencies to confirm due diligence. Given the recent problems with some provincial agencies, it is important to ensure that proper processes are being followed. Norm shared an idea being considered by the 14 LHINs to adopt a compliance process. This is being discussed at the LHIN Board Chair/CEO meeting next week and he and Michael Barrett and Norm will make the decision about whether to use it.

6. Closed Session

MOVED BY: Linda Stevenson

SECONDED BY: Kerry Blagrove

THAT the South West LHIN Board Committee move into a closed session at 3:40 p.m. pursuant to the following exception set out in ss (5) of the Local Health Systems Integration Act 2006.

CARRIED

MOVED BY: Kerry Blagrove

SECONDED BY: Anne Lake

THAT the South West LHIN Board Committee rise out of Closed Session at 4:00 p.m.

CARRIED

A brief meeting evaluation was conducted and a comment was made that there was a lot of organizational material covered versus system change agenda items.

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7. Date and Location of Next Meeting

Board of Directors Meeting
Wednesday, September 23, 2009
South West LHIN Office, London

8. Adjournment

A MOTION was made by Kerry Blagrove to adjourn the meeting at 4:05 p.m.

APPROVED:

**NORM GAMBLE, CHAIR
SOUTH WEST LHIN**

Date: _____

**KERRY BLAGRAVE, SECRETARY
SOUTH WEST LHIN**

Date: _____