

**MINUTES OF PROCEEDINGS**

**NORTH EAST LOCAL HEALTH INTEGRATION NETWORK  
BOARD OF DIRECTORS MEETING**

**APRIL 7 2014  
2:00pm to 4:30pm**

**PARTICIPANTS:**  
Danielle Bélanger-Corbin  
Santina Marasco  
Rick Cooper  
Colin Germond  
Louise Paquette  
Cynthia Stables  
Martha Auchinleck  
Tamara Shewciw  
Kate Fyfe  
Terry Tilleczek  
Jennifer Michaud  
Jennifer Mackinnon

**REGRETS:**  
Cecilia Bruno

**SCRIBE:**  
Lynn Despatie

AGENDA ITEM	DISCUSSION	ACTION	RESPONSIBLE
ITEM 1.0	<p><b>Call to order: Introductions of attendees</b> Acting Chair Danielle Bélanger-Corbin welcomes the group to the Sudbury NE LHIN office and calls the meeting to order at 2:16pm.</p>		
ITEM 2.0	<p><b>Declaration of Conflict of Interest</b> Danielle Bélanger-Corbin declares a conflict of interest on Item 8.0, discussion regarding the Temiskaming FHT Capital Renovation.</p>		
ITEM 3.0	<p><b>Approval of Agenda</b> {MOTION 2014-BD0043} <i>That the agenda for the Board of Directors meeting of Monday April 7 2014 be approved as presented.</i> MOVED: Rick Cooper/ SECONDED: Colin Germond {CARRIED}</p>		
ITEM 4.0	<p><b>Approval of Consent Agenda</b> Includes the following items: 5.0 Board Attendance 6.0 Media Tracker 7.0 Approval of Minutes of past Board meeting of January 23<sup>rd</sup> 2014</p>	D	

	<p>{MOTION 2014-BD0044}</p> <p><i>The consent agenda for the Board of Directors meeting of Monday April 7th 2014 be approved as presented including:</i></p> <ul style="list-style-type: none"> <li>- Board Attendance</li> <li>- Media Tracker</li> <li>- Approval of Minutes of past Board meeting of January 23rd 2014</li> </ul> <p>MOVED: Rick Cooper / SECONDED: Colin Germond</p> <p>{CARRIED}</p>		
<p><b>ITEM 8.0</b></p>	<p><b>Increase Primary Care Coordination</b></p> <p><i>Primary Care Update</i></p> <p>Jennifer MacKinnon, Primary Care Lead for the NE LHIN provides an update on primary care.</p> <ul style="list-style-type: none"> <li>• The NE LHIN has conducted interviews for a new primary care physician LHIN lead. There will be a lead in each hub (Cochrane, Algoma, Sudbury/Manitoulin/Parry Sound, Nipissing)</li> <li>• Jennifer summarized a number of projects currently underway, including Health Human Resources (looking at family physicians ready to retire and have not connected with new graduates interested in taking over a practice), disconnect between incentive payments, special interest groups looking for improved access to services, and barriers to implementation of physician office integration.</li> </ul> <p><i>Diabetes Education Program Update</i></p> <p>Jennifer Michaud, Chronic Disease and Diabetes Management Officer for the NE LHIN</p> <ul style="list-style-type: none"> <li>• Jennifer presented three areas that may be of particular interest to the Board of Directors: <ul style="list-style-type: none"> <li>○ Dr. Varghese, an endocrinologist has been working a half day per week for the NE LHIN to advise and direct our priorities. The NE LHIN also hired Barb Kiely, NP and is the only LHIN to have brought on a nurse practitioner as a clinical lead.</li> <li>○ A workshop was recently promoted by the NE LHIN where over 25 PSWs learned foot care assessment. Only one individual from the James Bay and Hudson Bay coast previously had this skills and this number has now increased significantly.</li> <li>○ The NE LHIN assisted in developing a proposal to evaluate the position of in-patient diabetes nurse at HSN. This individual currently provides diabetes education to in-patients.</li> </ul> </li> </ul>		

	<p>Should this pilot show evidence of success, this may be a role that could be promoted across the North East. The proposal has been submitted to NOAMA that includes an evaluation protocol to evaluate the nurse position to assist in providing necessary evidence.</p> <p><i>Temiskaming FHT Capital Renovation</i></p> <ul style="list-style-type: none"> <li>• Temiskaming FHT requires a letter of support from the NE LHIN Board of Directors. Martha reviewed the briefing note with the Board. The Renovation goes through the capital process as it will affect a hospital. The checklist has identified that all documents are in order.</li> <li>• The Board agrees that Danielle may sign the letter, however Colin will sign the Board motion as Danielle has declared a conflict of interest.</li> </ul> <p>{MOTION 2014-BD0045}</p> <p><i>WHEREAS: The Temiskaming Hospital and the Great Northern Family Health Team (GN FHT) are working together to create a colocation agreement whereby the GN FHT would assume the cost of renovating a vacant building on Hospital property to occupy and rent from the Hospital, and from which to deliver its primary care services.</i></p> <p><i>AND WHEREAS: The colocation of the GN FHT with the Temiskaming Hospital will support the ongoing recruitment and retention of physicians and allied health care providers in the area and will create opportunities for partnerships to improve clients services, in line with the LHIN's priorities of enhancing primary care and transitions of care.</i></p> <p><i>The North East LHIN Board of Directors endorses the Stage 1 (Part A) Proposal for the Temiskaming Hospital as submitted on March 5, 2014 to renovate vacant space adjacent to the Hospital to accommodate the GN FHT and eight physicians.</i></p> <p>MOVED: Rick Cooper/ SECONDED: Santina Marasco {CARRIED}</p>		
<p><b>ITEM 9.0</b></p>	<p><b>Report from the Chair</b></p> <p>a) <i>Meetings attended and other engagements</i></p> <p>Danielle summarizes the engagements she attended since the previous Board meeting. These include:</p> <ul style="list-style-type: none"> <li>- F2F LHIN Chair Council meeting</li> <li>- Meeting with Margaret Beatty (CEO Temiskaming Hospital)</li> <li>- Patient engagement session in North Bay</li> <li>- LAHC</li> <li>- Meeting with Roger Walker and Léon Laforest</li> </ul>	<p>D</p> <p>D</p> <p>D</p>	

	<p>(TADH)</p> <ul style="list-style-type: none"> <li>- Meeting with Hal Fjalstead and Board of Directors of MICS group</li> <li>- Rick Cooper also attended a CCAC meet and greet and will be attending a Board meeting for MHC shortly</li> </ul> <p>b) <i>Status of nominations to the NE LHIN Board of Directors</i> Three nominations are being considered for OIC.</p> <p>c) <i>Motion to receive resignation of Elaine Pitcher</i> {MOTION 2014-BD0046} <i>The Board of Directors accepts the resignation of Elaine Pitcher, as submitted to The Honourable Deb Matthews on February 3rd 2014.</i> MOVED: Santina Marasco/ SECONDED: Colin Germond {CARRIED}</p> <p>d) <i>Motion to appoint Danielle Bélanger-Corbin as Acting Chair</i> {MOTION 2014-BD0047} <i>The Board appoints Danielle Bélanger-Corbin as Acting Chair of the NE LHIN effective February 4<sup>th</sup> 2014.</i> MOVED: Rick Cooper/ SECONDED: Santina Marasco {CARRIED}</p> <p>e) <i>Motion to appoint Rick Cooper to the Audit and Governance Committees</i> {MOTION 2014-BD0048} <i>The Board of Directors of the NE LHIN appoints Rick Cooper to the Audit Committee and to the Governance Committee effective February 18 2014.</i> MOVED: Santina Marasco / SECONDED: Colin Germond {CARRIED}</p>		
<p><b>ITEM 10.0</b></p>	<p><b>Report from the Chief Executive Officer and Senior Management</b></p> <p>a) <i>LHSIA Review</i> Louise provided an update on the LHSIA review. The standing committee has completed its visits to communities and is currently drafting the report.</p> <p>b) <i>Funding Reallocations</i> The NE LHIN is in the process of finalizing the books for FY 2013.14. The NE LHIN will be substantially allocated. This is consistent with prior years and funds were reallocate to projects as the needs were identified previously. The NE LHIN anticipates coming</p>	<p>D</p>	

	<p>in at a balanced position.</p> <p>c) <i>2014.15 Budget</i> Kate Fyfe reviews the 2014.15 budget with the Board of Directors. It was created using a zero based approach, first looking at contractual commitments and what was spent in the current year.</p> <p>d) <i>H-SAA Extension</i> {MOTION 2014-BD0049} <i>The proposed H-SAA Amending Agreement made as of the 1st of April 2014, and amending the 2008-14 H-SAA by extending its term to September 30, 2014, be approved as presented to the Board.</i></p> <p>MOVED: Rick Cooper / SECONDED: Colin Germond {CARRIED}</p>		
<b>ITEM 11.0</b>	<p><b>Enhance Care Coordination and Transitions to Improve the Patient Experience</b> Clinical Services Review Report Martha reviewed the Clinical Services Review document that were provided as part of the Board package. {MOTION 2014-BD0050} <i>The NE LHIN Board of Directors formally endorses the clinical services review as presented.</i></p> <p>MOVED: Santina Marasco / SECONDED: Colin Germond {CARRIED}</p>		
<b>ITEM 12.0</b>	<p><b>Proceed to Closed session</b> {MOTION 2014-BD0051} <i>“The members attending this meeting move into a Closed Session pursuant to the following exceptions of LHINS set out in s.9(5) of the Local Health Integration Act, 2006.”</i></p> <p><input checked="" type="checkbox"/> <i>Personal matters</i></p> <p><i>BE IT FURTHER RESOLVED THAT; the following persons be permitted to attend:</i></p> <p><i>Louise Paquette, CEO</i> <i>Martha Auchinleck, Senior Director</i> <i>Kate Fyfe, Senior Director</i> <i>Terry Tilleczek, Senior Director</i> <i>Cynthia Stables, Director</i> <i>Tamara Shewciw, Chief Information Officer</i></p>		

	<i>Lynn Despatie, EA to the CEO and Board Liaison</i> MOVED: Rick Cooper / SECONDED: Santina Marasco {CARRIED}		
<b>ITEM 18.0</b>	<b>Report from the Closed session</b> {MOTION 2014-BD0052} <i>The Board of Directors of the NE LHIN received the report of its Closed Session meeting of April 7 2014.</i> MOVED: Rick Cooper / SECONDED: Colin Germond {CARRIED}		
<b>ITEM 19.0</b>	<b>Next Meetings</b> Meetings on April 24 <sup>th</sup> and May 22 <sup>nd</sup> have been cancelled. The Board retreat is scheduled for June 3/4. An Audit Committee meeting will be scheduled before the end of May to	Send a doodle poll to determine an appropriate date for an Audit Committee meeting.	Lynn
<b>ITEM 20.0</b>	<b>Adjournment of Board Meeting</b> {MOTION 2014-BD0053} <i>The Regular North East LHIN Board of Directors meeting of April 7 2014 be adjourned at 4:10pm.</i> MOVED: Colin Germond / SECONDED: Rick Cooper {CARRIED}		




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Danielle Bélanger-Corbin  
Acting Chair