

**NORTH EAST LOCAL HEALTH INTEGRATION NETWORK  
BOARD OF DIRECTORS  
2:45 p.m.**

Comment [b1]:

**Elk Lake Eco Resource Centre**

**MINUTES OF PROCEEDINGS**

**Thursday, June 23, 2011**

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**CALL TO ORDER**

Interim Chair Randy Kapashesit called the meeting to order at 3:25 p.m.

**ROLL CALL**

Members in Attendance: Randy Kapashesit, Interim Chair and Director from the James Bay/Hudson Bay Area  
Danielle Belanger-Corbin, Director from the Temiskaming Area  
Leah Welk, Director from the Parry Sound Area  
Dr. Colin Germond, Director from the Sudbury Area  
Jib Turner, Director from Manitoulin Island Area  
Dr. Ian Cowan, Director from the Nipissing Area  
Wally Wiwchar, Director from the Cochrane Area  
Cecilia Bruno, Director from the Algoma Area

Staff: Louise Paquette, Chief Executive Officer  
Terry Tilleczek, Senior Director  
Monique Mechefske, Senior Director  
Tamara Shewciw, Chief Information Officer  
Cynthia Stables, Director of Communications and Community Engagement  
Ryan Jeffers, Controller/Corporate Services Manager  
Valerie Scarfone, Assisted Living Lead  
Lara Bradley, Board Liaison

Audience: Liane Fernandes, Peter Vaudry

**WELCOME AND INTRODUCTION**

Randy welcomed Board members, staff and anyone listening on the teleconference line to the NE LHIN Board Meeting. Louise, Terry, and Cecilia participated by teleconference, as they were delayed by Minister Deb Matthews visit to Sudbury earlier that day.

**DECLARATION OF CONFLICT OF INTEREST**

No conflicts of interest were declared or identified.

**AGENDA**

**{Motion 2011-BD022}**

*Moved by Wally Wiwchar, seconded by Danielle Belanger-Corbin*

*The agenda for the Board of Directors meeting of Thursday, June 23, 2011 be approved as presented.  
(Carried)*

**MINUTES OF LAST MEETING**

**{Motion 2011-BD023}**

*Moved by Leah Welk, seconded by Ian Cowan*

*The Minutes of Proceedings for the Board of Directors meeting of May 31, 2011, be approved as presented.*

*(Carried)*

**BUSINESS ARISING FROM PREVIOUS MEETING**

Colin's question to Terry regarding the method of measuring the MLPA's deferred due to poor reception.

**BOARD CHAIRS' and DIRECTORS' REPORT**

**Randy Kapashesit:**

June 1 and 2: Participated in the LHIN Chairs' meeting and then Orientation session for new chairs.

June 14: Attended an all public agency forum in Toronto.

June 15: Met with Louise in Toronto to discuss the coming months and new duties as chair.

**Leah Welk:**

Reported on a meeting with the CCAC in Parry Sound. It has several new service providers in the area including: a Speech Language Pathologist, who can do swallowing assessments; a Dietician; and a mobile lab services for clients who are immobile. In addition a Hard-To-Serve Committee was formed to review clients who have been refused by Long-Term Care to assess reasons and look for solutions. The number of Alternate Level of Care (ALC) patients at the West Parry Sound Health Centre has been halved over last year.

**Ian Cowan:**

Attended the day-long session in June with Dr. Walker, ALC lead for the province where a number of excellent suggestions were put forward.

**Danielle Belanger-Corbin:**

The meeting with the NW LHIN on May 30 went well – the two LHINs share many common issues such as geographic challenges that come with isolated communities as well as a larger Aboriginal/First Nations/Metis population.

**Wally Wiwchar:**

May 27: Delivered a presentation at the Ontario Hospital Association's convention on Challenges Facing Health Care that was well received among the audience of 45.

June 8-22: Attended and helped with the delivery of six community engagements in the Cochrane area. The engagement session with the Misiway Community Health Centre highlighted the problems of many First Nations communities, such as a lack of safe drinking water

**Jib Turner:**

Found the meeting with the NW LHIN Board on May 30<sup>th</sup> in Sioux Lookout to be very productive. The two LHINs will follow up the meeting with a paper examining First Nation issues common to both LHINs. Randy asked to be kept up to date on the progress of this document.

**AUDIT COMMITTEE REPORT: Danielle Belanger Corbin**

The LHIN remains on track with no surpluses or deficits at this point.

***{Motion 2011-BD0024}***

*Moved by Leah Welk seconded by Colin Germond*

*Be it resolved that the Board receive and approve the report of the Audit committee from its meeting of June 23, 2011.*

*(Carried)*

**REMUNERATION POLICY**

The amendment to this policy will make Danielle, as Chair of the Audit Committee, the payables approver for claim forms submitted by Board Directors.

***{Motion 2011-BD0025}***

*Moved by Wally Wiwchar seconded by Ian Cowan*

*Be it resolved that the Board approve the amendments to the Board Remuneration Policy as presented on June 23, 2011.*

*(Carried)*

**REPORTS FROM THE CHIEF EXECUTIVE OFFICER AND SENIOR MANAGEMENT:**

**Summary of Documents: Louise Paquette**

Louise briefly discussed correspondence and recently receive documents at the NE LHIN. She also drew attention to the number of media releases that were distributed further to the last Board meeting and the positive work of the LHIN and its partners being covered by local media.

**Life and Limb Policy: Terry Tilleczek**

This policy has only been in effect since June 1, and already has seen positive results and testimonials from physicians.

The policy ensures that patients who need care because they are in danger of loss of 'life or limb' will be transferred to get that care at another hospital within four hours, if it's not possible to receive the care they need at their own local hospital. These transfers will occur, even when the receiving hospital is overcapacity. All 25 hospitals are participating in the implementation of the policy which has three main goals: 1. To ensure transfer of critically ill patients to closest, most appropriate regional care institution in the most efficient, expedited, and safest manner possible.

2. To ensure timely consultation with a receiving physician to improve access to required critical care services.

3. To optimize resources required to provide critical care services to a Life or Limb patient (transport, physician consultation, critical care beds, surgical suites/teams etc.).  
In October 2011, the policy will be reviewed by the NE LHIN and Northeast hospitals to ensure it is working effectively.

Louise added that Minister Deb Matthews had referred to the Policy during her speech earlier that morning at Pioneer Manor in Sudbury. She had glowing comments for this pro-active policy as well as for the NE LHIN's reduction of its ALC rate from a high in the mid-20s to about 9 per cent.

The work of the NE LHIN's now former Critical Lead, Dr. David Boyle was recognized and his role in spearheading the Life and Limb Policy was noted.

**Update from Health Professionals Advisory Committee (HPAC): Monique Mechefske**

During its planning day in April the committee looked at its terms of reference and put forward some proposed changes that will be brought to Board. The committee also looked at the role the HPAC plays at other LHINs.

The Health Professional Regulatory Council has also sent a questionnaire to the HPAC to be distributed among its membership. The results will be returned to the Council.

In the fall, the LHIN with the help of the HPAC will be holding a Chronic Disease Forum in Sudbury.

**Aging at Home Funding: Valerie Scarfone**

**A brief overview of the following items before the Board was provided.**

**North Bay Responsive Behaviour Team:**

A Mobile Behavioural Support and Transition Team would collaborate with existing outreach teams. Integrated Collaborative Intake and Referral would ensure appropriate pathways are provided; clients are supported in their existing environments where possible and health care partners are supported to address the needs of individuals with responsive behaviours.

System Navigator/Care Coordinators would work with individuals, their families and the community to put the best long-term care plan in place

Start date: November 1, 2011  
Annualized Cost: \$500,000  
# Of Clients to be served fiscal/annualized: 30/50

**Additional Assisted Living Units**

In collaboration with the NE CCAC, high density service clusters were identified for North Bay. (The three areas of the community where there is a high density of seniors receiving CCAC Assisted Living will benefit from this program.

Services will potentially be located in the downtown corridor, Lakeshore Drive and Trout Lake areas. In these areas there are buildings designated for seniors and services will be provided to high risk seniors living in private homes within a 15 minute response time.

Further planning on the specific areas is required. A small group will convene on June 28, 2011 in North Bay at 9:30 a.m. to map out the details.

Annualized Cost: \$350,000  
Start date: September 1, 2011  
# Of Clients to be served fiscal/annualized: 15/30

### **Transition to Home beds**

North Bay Regional Health Centre in partnership with PHARA has been successful with the current four transition-to-home beds. The addition of two additional beds would create additional flow for individuals leaving hospital that still have a high need for non-medical assistance. There is potential for PHARA to allocate an additional two bedroom apartment for transition-to-home beds. This will assist in discharging clients requiring convalescent care.

Annualized Cost: \$150,000  
Start date: September 15, 2011  
# Of Clients to be served fiscal/annualized: 4/8-10

### **Iroquois Falls Housing Corporation**

The Iroquois Falls Housing Corporation has a development that is ready for construction. The development is for 10-2 bedroom townhouses. The funding for the project was provided by the Ministry of Municipal Affairs and Housing under the Affordable Housing program. The proposed building would include Assisted Living provided by the Canadian Red Cross through their current allocation. The funding allocation from the Ontario Ministry of Municipal Affairs and Housing is \$1.2 million for what was thought to be a \$1.5 - \$1.9 M project. The lowest bid came in at \$1.9 M + HST for a total of \$2.4 M leaving a funding shortfall. Although the provider can get a mortgage of \$675,000, this is the maximum they can secure. As the town has already donated land and face continual pressure to support the long-term care beds there is no option for any further municipal level contributions.

The total funding shortfall is \$305,856 and must be secured by June 30<sup>th</sup> in order for the project to proceed. Application has been made for the HST rebate of \$247,000 but this is a lengthy process that could take up to 24 months and there is no guarantee that approval will be granted.

The DSSAB and Ministry of Municipal Affairs and Housing has approached the NE LHIN for the funding short fall in order to save this development. The contribution would be one time funding of \$305,856 and if the HST rebate was secured the one time funding request would be for \$58,856.

This request is for one-time funding is to support the construction of 10-2 bedroom housing units in Iroquois Falls. Iroquois Falls Seniors Apartment Corporation has made application for the HST rebate. Should the rebate be approved, the North East LHIN will be reimbursed the amount received through this application.

One time cost \$305,856  
Start date: June 30, 2011  
# of Clients to be served 10 clients

A discussion ensued among the Board Directors. Ian was very impressed with the Behavioural Team which he called innovative and predicted could make a significant difference.

#### ***{Motion 2011-BD0026}***

*Moved by Leah Welk seconded by Ian Cowan*

*The Board approve the Aging at Home funding allocations as presented on June 23, 2011.  
(Carried)*

### **Q1 Delegation of Authority**

#### ***{Motion 2011-BD0027}***

*Moved by Danielle Belanger-Corbin, seconded by Wally Wiwchar*

*Whereas: The Q1 Reports are due to the Ministry of Health on June 30, 2011;*

*Whereas: The North East LHIN has not received the templates in time to meet the deadlines for the June 23, 2011 meeting;*

*Therefore: The North East LHIN Board of Directors appoint delegates, Randy Kapashesit and Louise Paquette to review/approve the Q1 Reports in order to meet the Ministry deadlines and that the Q1 Reports then be brought to Board for review at its October meeting.*

*(Carried)*

Subsequent to the Board meeting, the MOHLTC rescinded the direction for the LHINs to submit a Q1 report.

### **Q2 Delegation of Authority**

#### ***{Motion 2011-BD0028}***

*Moved by Colin Germond, seconded by Wally Wiwchar*

*Whereas: The Q2 Reports are due to the Ministry of Health on September 30, 2011;*

*Whereas: The North East LHIN does not have a meeting in September;*

*Therefore: The North East LHIN Board of Directors appoint delegates, Randy Kapashesit and Louise Paquette to review/approve the Q2 Reports in order to meet the Ministry deadlines and that the Q2 Reports then be brought to Board for review at its October meeting.*

*(Carried)*

### **First Quarter Compliance CEO**

#### ***{Motion 2011-BD0029}***

*Moved by Wally Wiwchar, seconded by Leah Welk*

*Be it resolved that the CEO Certificate of Compliance of the Board be signed July 1<sup>st</sup> and approved on Thursday, June 23, 2011*

*(Carried)*

### **First Quarter Compliance Board**

#### ***{Motion 2011-BD0030}***

*Moved by Jib Turner, seconded by Colin Germond*

*Be it resolved that the LHIN Board Declaration of Compliance be signed July 1<sup>st</sup> and approved on Thursday, June 23, 2011*

*(Carried)*

### **Delegation of Authority: Urgent Priority Funding: Louise Paquette**

The NE LHIN has funding that it can allocate towards urgent priorities. While most of the funds have been allocated, a percentage remains untouched.

**{Motion 2011-BD0031}**

*Moved by Danielle Belanger-Corbin, seconded by Colin Germond*

*Whereas: The North East LHIN does not have a meeting in August and September;  
Therefore: Be it resolved that the North East LHIN Board of Directors appoint delegates, Randy Kapashesit and Louise Paquette, to review/approve the Urgent Priority Funding Allocations in order to meet Ministry deadlines and that the funding allocations then be brought to Board for review at its October meeting.  
(Carried)*

**New Business**

Wally suggested that many matters on the agenda would be well served by a consent agenda. With a consent agenda a motion is passed to approve all items on that portion of the agenda. However, if a director has concerns regarding one of the items, she or he can ask for it to be removed from the Consent Agenda. After a discussion, Board directors suggested that this item go to the next Governance Committee meeting in October.

**{Motion 2011-BD0032}**

*Moved by Wally Wiwchar, seconded by Jib Turner*

*Be it resolved that the Governance Committee investigate the use of a consent agenda.  
(Carried)*

Leah raised the need to add more members to the Audit Committee with Randy's new role as Interim Chair. Cecilia was asked if she would consider joining and she consented. Wally also indicated that he would be interested in serving on the committee.

**{Motion 2011-BD0033}**

*Moved by Leah Welk, seconded by Colin Germond*

*Be it resolved that the Cecilia Bruno and Wally Wiwchar be appointed as members of the Audit Committee.*

*(Carried)*

**Move to Closed Session**

**{Motion 2011-BD0034}**

*Moved by Jib Turner, seconded by Danielle Belanger-Corbin*

**RESOLVED THAT:**

*"The members attending this meeting move into an Closed Session pursuant to the following exceptions of LHINS set out in s.9(5) of the Local Health Integration Act, 2006:"*

- Personal or public interest*
- Public security*
- Security of the LHIN and its directors*
- Personal health information*
- Prejudice to legal proceedings*

- Safety
- Personnel matters
- Labour relations
- Matters subject to solicitor client privilege
- Matters prescribed by regulation
- Deliberations on whether to move into a Closed session

*BE IT FURTHER RESOLVED THAT; the following persons be permitted to attend:*

*Louise Paquette, Chief Executive Officer  
Cynthia Stables, Communications/Community Engagement Director  
Martha Auchinleck, Senior Director  
Lara Bradley, Board Liaison  
Peter Vaudry, Former Board Director/Interim Chair  
(Carried)*

### **Report from Closed Session**

During the Closed Session the Board reviewed the Annual Report, which is still under embargo, and conducted the Annual CEO Performance Review

#### ***{Motion 2011-BD0035}***

*Moved by Wally Wiwchar, seconded by Colin Germond*

*Be it resolved that the Board receive the report of the closed session as presented on June 23, 2011.  
(Carried)*

A second motion was brought forward, following the results of the Annual CEO performance review.

#### ***{Motion 2011-BD0036}***

*Moved by Wally Wiwchar, seconded by Leah Welk*

*Be it resolved that based on the findings of the 360 performance appraisal, the Board endorses the vote of confidence in our CEO as presented in closed session.*

*(Carried)*

### **NEXT MEETING:**

October 20, 2011

### **ADJOURNMENT OF THE BOARD MEETING**

#### ***{Motion 2011-BD037}***

*Moved by Jib Turner, seconded by Colin Germond*

*Be it resolved that the Regular Board of Directors meeting of June 23, 2011. be adjourned at 5:30 p.m.*

*(Carried)*

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Randy Kapashesit  
Interim Chair of the NE LHIN Board of Directors