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

**MINUTES OF PROCEEDINGS**

**In Person – North Bay**

**Friday, March 5, 2010**

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**CALL TO ORDER**

Interim Chair Peter Vaudry called the meeting to order at 9:00 a.m.

**ROLL CALL**

Members in Attendance: Peter Vaudry, (Interim Chair of NE LHIN, Algoma Planning Area)  
Dr. Ian Cowan (Nipissing Planning Area)  
Marc Dumont (Timiskaming Planning Area)  
Randy Kapashesit (James Bay/Hudson Bay Planning Area)  
Leah Welk (Parry Sound Planning Area)

Staff: Louise Paquette, Chief Executive Officer  
Martha Auchinleck, Senior Director, Performance, Contract and Allocation  
Phil Kilbertus, Senior Consultant, Planning, Integration and Community Engagement  
Karen Pine Cheechoo, Senior Aboriginal / First Nation / Métis Advisor  
Tamara Shewciw, Chief Information Officer  
Cynthia Stables, Senior Corporate Advisor  
Terry Tilleczek, Senior Director, Planning, Integration & community Engagement  
Lise Boucher, Corporate Executive Assistant/Recording Secretary

Regrets:

**WELCOME AND INTRODUCTION**

Interim Chair Peter Vaudry welcomed members of the public participating by teleconference to the Board Meeting for the North East LHIN.

**DECLARATION OF CONFLICT OF INTEREST**

No conflicts of interest were declared or identified.

**AGENDA**

***{Motion 2010-231}***

*Moved by Leah Welk, seconded by Randy Kapashesit, that the Agenda be approved as amended;*

*MCAA Addition under New Business*

*(Carried)*

**MINUTES OF PREVIOUS MEETING*****{Motion 2010-232}***

*Moved by Leah Welk, seconded by Marc Dumont*

*That the Minutes of the Proceedings for the Regular Board of Directors Meeting of Friday, January 29, 2010 be approved as changed;*

*(Carried)*

The Resolution number 228 – the correct version does not have reference to Mr. Alvin and Associates, the correct version will be posted in the January minutes.

**PRESENTATION****Welcome to new CEO and new Board Director**

Peter Vaudry, Interim Chair of the NE LHIN

Peter Vaudry officially welcomed the new NE LHIN CEO, Ms. Louise Paquette.

The Chair also officially welcomed the new Board Member, Dr. Ian Cowan, the Director representing the Nipissing planning area for the NE LHIN. Dr. Cowan took the Oath of Allegiance.

Peter Vaudry thanked Terry Tilleczek for his dedication and expertise while in the position of Interim CEO; his work was very much appreciated.

The Chair thanked Phil Kilbertus for his long hours and contribution to the Board of Directors while in his acting position as Senior Director.

**BUSINESS ARISING FROM PREVIOUS MEETING**

No discussions

**Board's Chair Activities****Peter Vaudry, Interim Chair (Algoma Planning Area)**

In addition to routine Administrative duties and weekly meetings with CEO, the following activities and visits were carried out on behalf of the Board:

- Feb. 4 Meeting with Sault Area Hospital CEO, SAH Chair and LHIN CEO  
Videoconference with MIC Governance group re: Integration Opportunities
- Feb. 5 Attended and spoke at SAH Strategic Plan launch
- Feb. 8 Meeting in SSM with Dr. Amanda Hay from Sudbury and Janet Allan of  
Algoma Public Health re: Ottawa model for Smoking Cessation
- Feb. 10-11 In Toronto for the Conference on Integration in Health Care
- Feb. 12 Attended Algoma CEO Round Table which included a presentation on Mental  
Health and Addictions report
- Feb. 16-17 LHIN Chair's meeting in Toronto
- Feb. 18-19 Interview sessions for candidates for the NE LHIN Board of Directors for the  
planning areas of Sudbury, Manitoulin North Shore and Cochrane
- Feb. 24 North Bay NE LHIN Office – Administrative duties
- Feb. 25 Meeting in Englehart with Chair's of the Kirkland Lake Hospital, the Englehart  
Hospital and the New Liskeard hospitals re: Integration opportunities
- Feb. 26 North Bay NE LHIN Office – Administrative duties and travel back to SSM
- March 4 & 5 Board related and Board Meeting. The February Board Meeting took place  
on March 5 to officially welcome the new CEO

**Board Members' Activities****Leah Welk (Parry Sound Planning Area)**

- Feb. 3 Bio Ethics conference in Sudbury
- Feb. 8 Meeting with Jim Hanna, Communications Director and Donald Sanderson, CEO, WPSHC for an update on the ALC crisis at the West Parry Sound Health Centre
- Feb. 16 Received update on the VON situation for the Parry Sound area. This was regarding blood services cut for the rural areas. There are travel expense negotiations going on.
- Feb. 18 & 19 Travelled to North Bay for Board candidate interviews
- March 4 & 5 Board related and Board Meeting. The February Board Meeting took place on March 5 to officially welcome the new CEO

**Marc Dumont (Timiskaming Planning Area)**

- Feb. 16 Teleconference with NW LHIN to evaluate proposals for Health Canada
- Feb. 18 & 19 Travelled to North Bay for Board candidate interviews
- March 4 & 5 Board related and Board Meeting. The February Board Meeting took place on March 5 to officially welcome the new CEO

**Randy Kapashesit (James Bay/Hudson Bay Planning Area)**

- Feb. 18 & 19 Travelled to North Bay for Board candidate interviews
- Feb. 23, 24 and 25 Chief on Ontario Health Forum. One of the discussions was in regards to the work the NE LHIN completed in regards to his AFNM file. This lead Minister Matthews to ask me to meet with one of her senior policy assistant. This meeting will take place next week Monday.
- March 1 Meet with Gilles Bisson
- March 4 & 5 Board related and Board Meeting. The February Board Meeting took place on March 5 to officially welcome the new CEO

**REPORT FROM THE CHIEF EXECUTIVE OFFICER AND SENIOR MANAGEMENT****1. Sudbury Regional Hospital – Memorial Site**

- Programs and services from the Memorial Site were transferred to the Laurentian Site on January 30, 2010. The Memorial Site began the process of opening up the 136 transitional beds on February 15, 2010. The programs and services from the St. Joseph's site will be transferred to Laurentian site by the end of March 2010.
- Senior staff of the NE LHIN continue to meet with local providers in Sudbury to monitor the transition of the Pioneer Residents residing at Sudbury Regional Hospital back to Pioneer Manor. Currently there are 5 patients remaining at the Laurentian Site
- The last meeting of the Sudbury ALC Steering Group took place on February 20, 2010. Work continues on the 10 point plan developed as part of the ALC solution in Sudbury. In particular, significant attention has shifted to identifying specialized service requirements and opportunities for the ALC / seniors population (e.g. geriatric rehabilitation, acute care of the elderly unit, hospital-community geriatric liaison consultant).
- The next meeting of the Steering Group will be scheduled for May 2010. A complete report back to the community on the status of the ten action priorities will be released after this meeting.

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**REPORT FROM THE CHIEF EXECUTIVE OFFICER AND SENIOR MANAGEMENT – con't****2. St. Joseph's Continuing Care Centre**

- SJCCC opened its new 64 bed hospital on June 1, 2009. A total of 32 beds were opened on June 1st with another 16 beds being opened in October 2009. SJCCC agreed to open the final 16 beds in late November 2009 to assist with the ALC pressure in Sudbury.
- Discussions are underway with SJCCC to keep all beds open until August 2010.
- Senior NE LHIN staff continue to meet with the hospital to discuss solutions to their budget while the hospital awaits its 2010/11 post construction operating budget from MOHLTC.

**3. Francophone Community Engagement Regulation**

- The NE LHIN is awaiting further direction on the ministry's process for moving forward with the selection of the French Language Planning Entities.
- The NE LHIN has recently received notification from the ministry that funding for the Regional French Language Health Services Program (originally with the MOHLTC) will be transferred to the NE LHIN effective April 1, 2010. This funding will assist the NE LHIN in the implementation of FLHS in the North East. Further details will be forthcoming.

**4. Aging at Home**

- Wrap Around program details have been resubmitted to, and approved by, the MOHLTC for 2009/10. The funding will go to the NE CCAC on a one-time basis based on an agreement between the four large hospitals, the NE CCAC and NE LHIN as follows:
    - The focus of the 2009/10 wrap around funding will be as outlined in the program proposal and services distributed according to need. Services will be aimed at:
      1. ALC patients who have been assessed by the NE CCAC and the hospital and who are able to return home with supports.
    - Or
    - 2. Individuals in the ER or community who are deemed at risk of being admitted to hospital and becoming an ALC patient, or of being prematurely placed in a long-term care facility.
  - The NE CCAC and the hospitals agree to explore the feasibility of adopting a Home First type model for the North East for the fiscal year 2010/11. The NE CCAC has expressed interest in leading the process.
- The NE LHIN has prepared a complete submission for the use of its \$6M year 3 Aging at Home allocation. The primary focus is on expanding seniors' supportive housing in the region, with the development of long-term beds, specialized geriatric services and Home First / Wrap Around being additional components of the submission.

**5. ER/ALC Stocktake Report**

- The latest ER/ALC Stocktake Report was submitted to the MOHLTC on February 12, 2010. The follow up discussion with the Assistant Deputy Minister will be taking place on March 10, 2010.

**6. WAHA**

- The Chiefs have retained a consultant to review the progress and implementation of the Framework Agreement.

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**REPORT FROM THE CHIEF EXECUTIVE OFFICER AND SENIOR MANAGEMENT – con't****7. Communications**

- Between January 26 and March 1, 2010, 4,921 visits were made to the NE LHIN website (not including staff). Highlights of the visits for this period:
  - **CEO arrival**
  - **Integrated Health Service Plan (IHSP)** ranked 11th amongst the top visited pages with 172 unique pageviews;
  - **Governance News** of February 5, 2010 received 170 unique pageviews.
  - **Ontario Common Assessment of Need (OCAN)** - Part II: Staff Assessment received 150 unique pageviews.
- Three e-bulletins to health service providers were sent via e-mail.
- Communications activity over the past month centered mainly around: the final draft of the 2010-2013 NE LHIN Strategic Communications Plan, participation in provincial work group on overall LHIN messaging, and development of NE LHIN Facebook guidelines.

**8. Wikwemikong Nursing Home**

- Negotiated Terms of Reference to engage a consultant with MOH, Interim Director of Care, WNH Chair and Board of Director's between February 2-12, 2010
- Consultant was engaged on February 22, 2010 to create a plan for achieving compliance with WNH
- Progress Report has identified three key area's of priority;
  - Governance (Board incorporation, appointment of Officers, roles and responsibilities, policies & procedures
  - Management /Administration – (Human Resources, Payroll, Budgeting, Reporting)
  - Service Delivery – achieving compliance & delivering quality care and providing a safe environment for residents.
- As of February 26, 2010 WNH have 46 residents
- On February 16, 2010, the Ministry of Health and Long-Term Care directed the NE CCAC to continue to cease admissions for an additional 30 days (on-going since August 2009).
- Continue with weekly communication strategy between, WNH Chairperson, Interim Director of Care, MOH, NE LHIN and Consultant every Friday.

**9. Burk's Falls and District Health Centre**

- The North Simcoe Muskoka LHIN received the Final Deficit Recovery Plan from Muskoka Algonquin Healthcare (MAHC) on January 29, 2010.
- The NSM LHIN is currently undertaking their review of the final plan.
- Staff of the NE LHIN are also reviewing the plan in relation to the impact on services in the community of Burk's Falls.

**10. Sault Area Hospital – (no update)**

- Following a close analysis of the SAH's Hospital Improvement Plan (HIP) between May and September 2009, the NE LHIN concluded that it was not able to accept the HIP as per the 2006 legislation, and that it would forego the appointment of a third party review in order to work with the MOHLTC to review the options and next steps with regards to the SAH budgetary situation.
- SAH continues to provide monitoring reports to the LHIN regarding its HIP

**REPORT FROM THE CHIEF EXECUTIVE OFFICER AND SENIOR MANAGEMENT – con't****11. eHealth Update**

- NE LHIN eHealth Alternate Level of Care Resource Matching and Referral Project, a patient-centred, electronic system that allows ALC patients discharged from acute care centres to be automatically matched and referred to the appropriate post-acute program or service based on their clinical profile/assessment, was officially launched. Working collaboratively with North Bay General Hospital, project lead, an ALC RM&R Steering Committee and Working Group the first phase of this project is underway. This first phase includes a comprehensive data collection of the referral processes in order to have a clear picture of the issues, gaps and opportunities.
- Regional Network Management Services (RNMS) is currently providing network monitoring service for 29 Healthcare Service Providers throughout the North East and the North West LHINs. The RNMS consists of 2 FTE's, one in Thunder Bay, the other Sudbury and a 3rd party service provider who remotely monitor and support the network 7x24x365. Now that this infrastructure has been established, the NE and NW LHINs working jointly with Sudbury and Thunder Bay Regional hospitals, have extended this service to other HSP's in Northern Ontario. The NE LHIN Shared Service Organization Governance Model Review Project was launched. The objective of the Governance Model Review is to identify a service delivery governance model for a North East Local Health Integration Network (NE LHIN) Information and Communication Technology (ICT) Shared Services Organization (SSO). This identification will include reference to common shared services models being used by health care (and other public sectors) throughout Ontario and in other peer jurisdictions. The scope of the project will be limited to identifying SSO governance and reporting requirements, identifying viable service delivery options, and identifying a preferred service delivery governance model.
- The NE LHIN eHealth program/staff continue to move forward with the projects of ePhysician, Implementation & Adoption, and Integrations Strategy that have been approved by the eHealth Ontario, and await funding.

**12. Long-Term Care Service Accountability Agreement (LSAA) (No Update)**

- As the LSAA is being developed within the context of the Long-Term Care Homes Act there is a need to align the proclamation of the LTCHA and the start date of the LSAA. The Ministry intends to make a recommendation to make a change to the regulations under LSHIA that require the LHINs to have a signed LSAA in place by March 31, 2010.

**13. Health Equity Impact Assessment (HEIA)**

- The Ministry of Health and Long-Term Care (MOHLTC) has identified equity as a key priority within the Ministry and the broader health system. MOHLTC is currently developing a tool that will support improved health equity, including the reduction of avoidable health disparities across population groups.
- Approximately 20 NE LHIN health service provider representatives attended a consultation on the tool held in Sudbury on February 23, 2010. Additionally, six HSPs have agreed to pilot the HEIA tool and provide feedback. Results of the consultation and pilots will be submitted to the MOHLTC by mid-March.

**14. North East LHIN Organizational Structure**

- The position of Executive Assistant (for the two Senior Directors) has been posted, along with the position of Performance Management Consultant
- Interviews for the Performance Management Consultant have taken place and reference checks were done
- Michael Stetch has resigned from the NE LHIN and is going to work for the Children's Treatment Centre in North Bay.

**COMMITTEE REPORTING****Audit Committee**

Randy Kapashesit, Interim Chair, Audit Committee (James and Hudson's Bay Planning Area)

The Audit Committee did not meet in February; no report to share.

**Governance / Nomination Committee**

Marc Dumont, Interim Chair, Governance Committee (Timiskaming Planning Area)

A letter was sent to Minister Matthews in regards to the candidates that were interviewed for the planning areas of Sudbury and Manitoulin North Shore. We are awaiting further instructions from the ministry.

The Cochrane and Temiskaming Planning Area will have recruitment notices posted in March.

The Governance committee has reviewed the Post Service Policy and would like to have the Board of Directors pass a resolution accepting this policy.

***Introduced Resolution***  
***{Motion 2010-237}***

*Moved by Marc Dumont, seconded by Leah Welk*

*That the Post Service Policy be approved as presented.*

*(Carried)*

**French Language Services Committee**

Marc Dumont, Board Representative (Timiskaming Planning Area)

There is an MOU being developed between the two Réseau's of the North East; once developed this information will be shared with the NE LHIN.

The French Language Services Policy (FLS) that was developed by the NE LHIN was presented to the Committee and approved by the committee without change. This policy is a reflection of the commitment of the NE LHIN to engage with the francophone population in a meaningful way in order to best serve this population.

The NE LHIN is very cognisant of the 35 % of francophones in its region and this policy is a very important aspect of that recognition. Although the province has not yet disclosed its FLS policy, nor its Aboriginal, First Nation and Métis, the NE LHIN has taken the lead and moved these files forward. The NE LHIN has senior staff responsibility for these two files. The NE LHIN recognizes their uniqueness and communication with these special populations is important. The staff should be commended for their work on these files.

***Introduced Resolution***  
***{Motion 2010-235}***

*Moved by Marc Dumont, seconded by Randy Kapashesit*

*That the French Language Policy be approved as presented.*

*(Carried)*

**COMMITTEE REPORTING - continued**

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**Aboriginal, First Nation and Métis**

Randy Kapashesit, Board Representative

Jan 28<sup>th</sup> was the date of the last meeting which took place in Sudbury. Karen reported at the last meeting, nothing further information to add.

**Health Professional Advisory Committee**

Vacant, Board Representative

The minutes in the Board Package are the latest approved minutes, the November 13<sup>th</sup> 2009 minutes as approved at the January 22, 2010 meeting. The next HPAC meeting is scheduled for April 9<sup>th</sup>, 2010.

After discussions at the January 22 meeting, a Chronic Disease Management task force was developed to broaden the discussion. The task force will look at how to drive the instances down; how they can be addressed in order to have better health results in the North East.

The Governance committee will be asked to consider replacing the Board Director assigned to the HPAC group and Dr. Cowan has been advised that they will be recommending him.

The HPAC is still recruiting for another Nurse member; the posting is on the web site until March 19<sup>th</sup>, 2010.

**NEW BUSINESS**

Multi- Sectoral Service Accountability Agreement (M-SAA) for M'Chigeeng First Nation

Discussions took place around this MSAA.

***Introduced Resolution  
{Motion 2010-236}***

*Moved by Leah Welk, seconded by Randy Kapashesit*

*That the multi-sectoral service accountability agreement (the "M-SAAs") negotiated and agreed to by the North East LHIN and M'Chigeeng First Nation, be approved; and that the Interim Chair and the CEO of the NE LHIN be directed to execute the M-SAA on behalf of the NE LHIN.*

*(Carried)*

**NEXT BOARD MEETING**

Friday, March 26, 2010 in Sudbury

Refer to our website for updates: [www.nelhin.on.ca](http://www.nelhin.on.ca)



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**MOVE INTO IN CAMERA SESSION**

***{Motion 2010-233}***

*Moved by Randy Kapashesit, seconded by Marc Dumont*

*Resolve that that the Board of Directors attending this meeting move into an In Camera Session pursuant to the following exceptions of LHINS set out in s.9(5) of the "Local Health Integration Act, 2006:"*

*x Personal or public interest*

*Be it further resolved that the following persons be permitted to attend the In Camera Session:*

*Martha Auchinleck, Senior Director, Performance, Contract and Allocation*

*Lise Boucher, Corporate Executive Assistant*

*Ryan Jeffers, Controller/Business Support Manager*

*Phil Kilbertus, Senior Consultant, Planning, Integration and Community Engagement*

*Louise Paquette, Chief Executive Officer*

*Karen Pine Cheechoo, Senior Aboriginal, First Nation, Métis Advisor*

*Tamara Shewciw, Chief Information Officer*

*Cynthia Stables, Senior Corporate Advisor via teleconference*

*Terry Tilleczek, Senior Director, Planning, Integration and Community Engagement*

*{Carried}*

**REPORT FROM IN-CAMERA SESSION**

Board discussed:

In Year reallocation process

Aging @ Home Strategy; 2010/2011 Detailed Service Plan – Year 3

Annual Service Plan

Muskoka Algonquin Health Care Deficit Recovery Plan

Lease of the NE LHIN offices

**OTHER BUSINESS**

Dr. Ian Cowan formerly thanked the staff of the NE LHIN for the work they have completed; the communities are seeing the positive changes of the work that has been accomplished.

**ADJOURNMENT**

***{Motion 2010-234}***

*Moved by Marc Dumont, seconded by Leah Welk;*

*That the regular Board of Directors meeting of Friday March 5, 2010 be adjourned at 12:14 p.m.*

*{Carried}*

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Peter Vaudry  
Interim Chair