Approved Minutes

Champlain LHIN Board
January 25, 2012 – 1:00 p.m.

Kanata Holiday Inn & Suites – Room: Kanata A
101 Kanata Avenue, Ottawa, Ontario

Board Members in Attendance: Wilbert Keon (Chair), Linda Keen, Alexa Brewer, David Somppi**, Jocelyne Beauchamp, Marie Biron, Michael Degagné,
(** via teleconference)

Regrets: E. Ashfield, Johanne Lacombe

Staff Members in Attendance: Chantale LeClerc (Interim CEO), Suzanne Dionne, Louise Grenier, Karen Patzer, Elaine Medline, Sylvie Bleau (recorder)

1. One Minute of Reflection / Silence
Welcome & Introductions

The meeting is called to order at 1:05 p.m.

- Dr. Keon welcomes guests and observers and one minute of silence is observed.
- Dr. Keon asks members from the public to introduce themselves.

2. Approval of Agenda:

There are 2 additional items to be added to the agenda during the in-camera session:

- Personnel Matters (human resources issues) to be tabled by Chantale LeClerc.
- CEO Performance Evaluation to be tabled by Alexa Brewer.

There being no further addition, the agenda is approved as amended.

MOVED: J. Beauchamp / SECONDED: A. Brewer
ALL IN FAVOUR

CARRIED

3. Declaration of Conflict of Interest:

- D. Somppi declares a possible conflict of interest regarding Pricewaterhouse Coopers.

4. Approval of Minutes -- December 14, 2011

There being no objection, the minutes of December 14, 2011 are accepted as amended (date of meeting corrected).

MOVED: L. Keen / SECONDED: M. Biron
ALL IN FAVOUR

CARRIED

Business Arising

There is no business arising from the minutes.

5. Strategic Priorities

5.1 Voluntary Integration: Casselman Assertive Community Treatment Team

Time Allotted: 1:10 – 1:22

L. Grenier presents to the Board details regarding this voluntary integration (see slide deck posted on our website). The integration proposes that partners Royal Ottawa Health Care Group and Montfort Hospital transfer funding and program accountability of the Casselman Assertive Community Treatment Team to the Hawkesbury General Hospital. The integration brings together a team of multi-disciplinary health professionals under one organization. It builds on a recommendation of the Health Services Restructuring Commission, and is aligned with the Champlain LHIN's planning initiatives. The change will further improve access to care for Eastern Counties residents by strengthening links between health services in that area.

MOTION:
Be it resolved that the Champlain LHIN Board of Directors will not issue an integration decision thereby allowing the voluntary transfer of the Assertive Community Treatment Team from Montfort Hospital and the Royal Ottawa Health Care Group to Hawkesbury General Hospital to proceed after the required 60 day period.

MOVED: J. Beauchamp / SECONDED: A.Brewer
ALL IN FAVOUR

CARRIED

6. Consent Agenda

There is no item under the consent agenda.

7. Operational Issues and Directions

7.1 Annual Business Plan

Time Allotted: 1:25-1:50

K. Patzer presents an overview of the draft Annual Business Plan (ABP) 2012-13 which reflects the LHIN's commitments made in the Integrated Health Service Plan 2010-13 (see slide deck posted on our website). The draft ABP is developed annually and presented to the Board for endorsement prior to sharing with the Ministry of Health and Long Term Care. The LHIN will have an opportunity to revisit the plan during the 120-day period following the tabling of the provincial budget. It will come back to the Board for final approval in June 2012.
The plan describes how the LHIN will use its resources and work with its partners to achieve its health-care goals. As well, it demonstrates how the LHIN will meet the obligations and targets in its performance agreement with the Ontario Ministry of Health and Long-Term Care

During the question period some comments are provided by the Board that will be reflected in the draft plan.

MOTION:
Be it resolved that the Board of Directors:

a) Approve the draft version of the 2012-13 Champlain LHIN Annual Business Plan,
b) Authorize the Board Chair to sign the transmittal letter for the plan, and
c) Request the LHIN staff to forward the plan to the MOHLTC through the LHIN Liaison Branch by the deadline of January 31st, 2012.

MOVED: M. Biron / SECONDED: L. Keen
ALL IN FAVOUR

CARRIED

7.2 Hospital Service Accountability Agreement 2012-13 Update

Time Allotted: 1:50-1:57

S. Dionne provides an update regarding the Hospital Service Accountability Agreements (HSAA) for 2012-13. The agreement will again be a one-year extension. In early February, LHIN staff will be initiating the process by distributing forms and hosting education sessions for hospitals. The LHIN will be asking hospitals to submit their planning submission (HAPS) by March 15 and LHIN staff will review all submissions by March 31st. These are very tight timelines. Staff will be mobilized and work overtime to meet this deadline. The Board will be kept abreast of the process as it evolves.

Dr. Keon commends the health system accountability team for its hard work dealing not only with the hospital accountability planning submissions (HAPS), but also with the everyday demands of ensuring a highly performing health system in our region.

7.3 Compliance Certificate for Q3

Time allotted:

C. LeClerc distributes and presents the Attestation of compliance for the third quarter. Explanation is provided regarding the instance for which the LHIN was non-compliant. Clarification is provided that

1:57-2:10

this exception is not related to one of the major three directives outlined in the Attestation, but rather the compliance with the Ministry-LHIN Performance Agreement. The non-compliance relates to the transfer payment accountability directive. C. LeClerc indicates that corrective action will be taken over the next quarter to rectify this situation.

Discussion ensues regarding reporting this non-compliance through another mechanism than the current Attestation. It is agreed that the Attestation as presented will be amended to reflect the non-compliance to this directive.

MOTION:
That the Board of Directors :

a) Approves the Attestation for Q3 as amended;
b) Authorises the Board Chair and CEO to sign the amended attestation.

MOVED: J. Beauchamp / SECONDED: M. Degagné
ALL IN FAVOUR

CARRIED

8. Information & Committee Reports

8.1 CEO Performance Evaluation

In-Camera

CEO Performance Evaluation will be discussed by Alexa Brewer during the in-camera session.

9. Remarks

9.1 Chair's Report

Public & In-Camera

Time Allotted: 2:10-2:14

Dr. Keon reports that meetings in Toronto last week were very productive: The LHIN Leadership Council and LHIN Chairs. More details will be shared during the in-camera session.
The main message/result from these meetings is that the LHINs are continuing their journey to work better together (14 LHINs, Ministry and all health service providers) and move forward on the improvement of the health system in Ontario.

Regarding the CEO Recruitment process, Dr. Keon indicates that work is progressing very well and on target. Interviews with the full board will take place next week. More details will be discussed during the in-camera session.

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9.2 CEO's Report

Public & In-Camera

Time Allotted: 2:14-2:16

C. LeClerc responds to queries from the Board regarding the CEO's monthly report previously distributed. C. LeClerc adds:

- Orleans Health Hub project, to be lead by the LHIN, received funding for planning purposes. A project manager for this project will be recruited shortly.
- Kevin Barclay has been hired as Senior Integration Specialist.

There being no further question, the Board receives the CEO monthly report for the period of December 7 to January 14 as distributed.

10.	MOTION TO MOVE IN CAMERA:

RECESS from: 2:16 -2:30

THAT 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:"

TIME ALLOTED FOR THE IN-CAMERA SESSION: 2:30-4:25

X Personnel matters
X Matters prescribed by the regulation

1. Approve confidential minutes (December 14, 2011);
2. Receive confidential information regarding the CEO Monthly report;
3. Receive confidential information regarding the Chair's monthly verbal report; AND further that the following individuals be permitted to attend for these items;
4. Discuss personnel issues

   Elaine Medline
   Suzanne Dionne
   Chantale LeClerc
   Sylvie Bleau

5. Receive confidential information regarding the CEO recruitment process;
6. Receive a report from Alexa Brewer regarding CEO Performance Evaluation AND further that the following individual be permitted to attend for these items:

   Sylvie Bleau

MOVED: J. Beauchamp / SECONDED: L. Keen
ALL IN FAVOUR

CARRIED

The Chair has no issue to report in the public meeting regarding business conducted during the in-camera session and the Board agrees with the business conducted and information received. The Board also agrees that it is in the best interest of the Champlain LHIN that business conducted and actions taken during the in-camera session not be reflected in the public minutes.

Conclusion

There being no objection the meeting concludes at 4:25 p.m.

MOVED: M. Biron / SECONDED: A.Brewer
ALL IN FAVOUR

CARRIED

Wilbert Keon Chair, Board of Directors Champlain Local Health Integration Network	Chantale LeClerc Interim CEO Champlain Local Health Integration Network