



# Ontario

North West Local Health  
Integration Network

## BOARD OF DIRECTORS

North West LHIN Boardroom  
975 Alloy Drive, Suite 201  
Thunder Bay, Ontario

December 11, 2009  
9:50 am

**Present:** Jan Beazley, Chair  
Kevin Bähm  
Ennis Fiddler  
Bob Gregor  
Judy Morrison  
Tom Sarvas  
Dianne Miller

**Staff:** Gwen DuBois-Wing  
Laura Kokocinski  
Andy Gallardi  
Brian Ktytor

**Attendance**

**Regrets:**

**Recording Secretary:** Maureen Dawson

### 1.0 PROCEDURAL ITEMS

#### 1.1 Call To Order

The meeting was called to order at 9:50 am. Ms. DuBois-Wing welcomed our two new staff members Heidi Smith, Corporate Coordinator and Jane Hohenadel, Epidemiologist. Ms. Beazley welcomed Dianne Miller as the North West LHIN's newest Board member.

**Call to Order**

#### 1.2 Declaration of Conflict of Interest

None declared.

**Conflict of Interest**

#### 1.3 Approval of Agenda

The agenda was approved as amended.

**Agenda**

#### Resolution 2009 – 75

Moved by Mr. K. Bähm and seconded by Mr. B. Gregor that the agenda be approved as amended.

Carried.

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|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
|            | <b>1.4 Minutes of Previous Meeting</b><br>Minutes of the previous meeting were pre-circulated.                                                                                                                                                                                                                                                                                                                                                                                               | <b>Approval of Minutes</b> |
|            | <b>Resolution 2009 – 76</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                            |
|            | <b>Moved by Mr. T. Sarvas and seconded by Ms. J. Morrison that the minutes of the Board of Directors meeting held on October 27, 2009 be approved.</b>                                                                                                                                                                                                                                                                                                                                       |                            |
| <b>2.0</b> | <b>Carried.</b><br><b>BUSINESS ARISING</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>BUSINESS ARISING</b>    |
|            | <b>2.1 Consent Agenda</b> Ms. Beazley indicated that the North West LHIN will begin using consent agendas for the Board meetings in January 2010.                                                                                                                                                                                                                                                                                                                                            |                            |
| <b>3.0</b> | <b>NEW BUSINESS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>NEW BUSINESS</b>        |
|            | <b>3.1 <u>Ministry / LHIN Priorities</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |
|            | <b>3.1.1 Annual Business Plan</b> Mr. J. Restall provided an overview of the North West LHIN's Annual Business Plan (ABP). The ABP is a key component of the Ministry/LHIN Accountability Agreement (MLAA) and is required to be completed every year. The core content of the ABP includes key goals and action plans that will drive system change and builds upon the previous year's successes. The date of submission for the Annual Business Plan to the Ministry is January 31, 2010. |                            |
|            | <b>3.1.2 eHealth Update</b> Mr. Kytter provided a verbal update on the eHealth strategy. The Ministry sent out the eHealth strategy in March 2009 with specific timelines for action. Since the Auditor General's report was released, these timelines have been adjusted so that due process and due diligence can be assured.                                                                                                                                                              |                            |
|            | <b>3.2 <u>Planning</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                            |

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**3.2.1 Strategic Directions** – The final, edited North West LHIN's Strategic Directions will be released to the public in the near future.

**Resolution 2009 – 77**

**That the Board of Directors approve the North West LHIN's Strategic Directions as recommended by the Governance and Nominations Committee at its meeting held on November 30, 2009.**

**Moved by Mr. B. Gregor and seconded by Mr. K. Bähm**

**Carried.**

**3.2.2 IHSP – Final Update** Ms. Shields provided a brief update on the final Integrated Health Services Plan (IHSP) that was submitted to the Ministry on October 31, 2009. The IHSP was released publically on November 30 and has received positive feedback. The Centre for Rural and Northern Health Research (CRaNHR) has completed the supplemental analysis of the *Share Your Story, Shape Your Care* report. Printed versions (French and English) will be available in approximately 2 weeks.

**3.3 Funding and Allocation**

**3.4 Performance and Accountability**

**3.4.1 Hospital Service Accountability Agreement (H-SAA) Update** Mr. Gallardi provided a brief overview of the HAPS and H-SAA process. In consideration of the current economic environment facing LHINs and hospitals, a one-year extension of the current H-SAA agreement (2008-2010) is being recommended for 2010-2011. It will not be required for a draft Hospital Accountability Agreement (HAPS) submission to be submitted on November 30, 2009. Instead, hospitals and LHINs will use a Management Planning and Risk Report (MPRR). This will be used to frame discussions about options, changes and impacts on the system. It proposes a common starting point for discussions.

**3.4.2 Long-Term Care Service Accountability Agreement (L-SAA) Update** Mr. Gallardi provided a brief update. The North West LHIN has received all of our Long-Term Care Home Accountability Planning submissions (LAPS) from our Health Service Providers.

**4.1 Chair's Report** Ms. Beazley discussed the pre-circulated Chair's report. We will be planning an all-board session for June 2010.

**Chair's Report**

**4.2 CEO Report** Ms. DuBois-Wing discussed the pre-circulated CEO report. Ms. DuBois-Wing and Ms. Kokocinski recently met with Mr. David Kelly, Executive Director of the Ontario Federation of Mental Health and Addiction Programs along with Susan Marshall, Maria Coleman, Mary Deciantis and Michelle Martin from the Northwest agencies to discuss Consumer Survivor Initiatives (CSI).

**CEO Report**

**4.3 Governance and Nominations Committee Report** Mr. Gregor discussed the pre-circulated report. Ms. Beazley, Ms. DuBois-Wing and Mr. Gregor will be meeting to discuss all of the Governance policies. KPMG has been invited to participate at the January Education session.

**Governance &  
Nominations  
Committee Report**

**4.4 Audit and Finance Committee Report** Mr. T. Sarvas provided an update on the Audit and Finance meeting that was held on November 23. Commitment authority and spending authority levels were discussed at the Audit and Finance meeting which resulted in adjustments being made to the spending authority levels.

**Audit and Finance  
Committee Report**

**Resolution 2009 – 78**

**That the North West LHIN Board of Directors approves the Board Chair and CEO signing authority levels increase as recommended by the Audit and Finance Committee at its meeting on November 23, 2009.**

**Commitment Authority levels for LHIN operations expenses have been increased as follows:**

|       |                                                        |
|-------|--------------------------------------------------------|
| CEO   | from less than \$100,000 to less than \$ 200,000       |
| Board | from \$100,000 to \$999,999 to \$200,000 to \$999,999. |

**Commitment Authority levels for Health Service Provider funding have been included as follows:**

|     |                                                                            |
|-----|----------------------------------------------------------------------------|
| CEO | Base funding: Less than \$150,000<br>One-time funding: Less than \$250,000 |
|-----|----------------------------------------------------------------------------|

|       |                                                                                 |
|-------|---------------------------------------------------------------------------------|
| Board | Base funding: \$150,000 to \$999,999<br>One-time funding: \$250,000 to \$999,99 |
|-------|---------------------------------------------------------------------------------|

**Spending Authorities for the NW LHIN for all disbursements, with the exception of petty cash and Purchasing Cards have been increased as follows:**

CEO from less than \$100,000 to less than \$ 200,000  
Board Chair from \$100,000 to \$999,999 to \$200,000 to \$999,999

**Moved by Mr. T. Sarvas and seconded by Mr. B. Gregor.**

**Carried.**

**4.4.1 Declaration of Compliance** Ms. Beazley provided a brief update and the North West LHIN will begin submitting the declarations to the Ministry in March 2010.

**4.5 Aboriginal Report** Mr. E. Fiddler provided a brief update regarding the Aboriginal Planning and Community Engagement. The LHIN staff will contact applicants regarding the Aboriginal Health Services Advisory Committee and arrange the first meeting of the committee for January 2010. A second Diversity session is to be arranged in the Fort Frances area in February 2010. Another Diversity session will be arranged for the North Shore area in concert with the regional North West LHIN Board meeting. A Diversity session will be arranged in Thunder Bay in the fall of 2010. Ms. J. Morrison and Mr. E. Fiddler are to prepare and lead the cultural sensitivity training for the January and February Board education sessions.

#### **4.6 Performance Monitoring Reports**

**4.6.1 Service Volumes – HSP** Mr. Gallardi discussed the pre-circulated *HSP Quarter 2 Service Update 2009/10*.

**4.6.2 Emergency Department/Alternate Level of Care (ED/ALC) Strategy Update** Mr. Gallardi discussed the pre-circulated Stocktake report and briefing note.

#### **5.0 OTHER BUSINESS**

**5.1 LHINC** Ms. Beazley briefly discussed the pre-circulated LHINC Council Key Messages.

**5.2 Correspondence** Ms. Beazley briefly discussed the items of correspondence that were included with the Board package.

**Performance  
Monitoring  
Reports**

**OTHER  
BUSINESS**

**6.0 IN-CAMERA SESSION**

The open session ended at 11:45 am and the closed session will reconvene at 12:15 pm.

**Resolution 2009 – 79**

**That at 12:15 pm the Board consider financial, personal or other matters, and personnel matters in a closed session pursuant to the exceptions set out in s. 9 (5) the Local Health System Integration Act (LHSIA), 2006, and indicated below:**

- X (a) financial, personal or other matters may be disclosed of such a nature that the desirability of avoiding public disclosure of them in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that meetings be open to the public.**

**Moved by Mr. B. Gregor and seconded by Mr. K. Bähm**

**Carried**

**7.0 MEETING EVALUATION**

Members were asked to complete the form and return it Ms. Dawson.

**8.0 NEXT MEETING & ADJOURNMENT**

The next Board meeting will be held on January 26, 2010.

**Resolution 2009 – 85**

**Moved by Mr. K Bähm and seconded by Ms. J. Morrison that the meeting be adjourned at 2:00 pm.**

**Chair** \_\_\_\_\_

**Secretary** \_\_\_\_\_

**IN-CAMERA**

**MEETING  
EVALUATION**

**Next Meeting  
Adjournment**