Ontario
North West Local Health Integration Network

BOARD OF DIRECTORS MEETING

North West LHIN Office
975 Alloy Drive, Thunder Bay, ON

September 24, 2013
9:00 a.m. (Eastern)

Present: Joy Warkentin, Chair
Reg Jones
Dan Levesque
Dianne Loubier
Dianne Miller
Dennis Gushulak
Cathy Farrell
Tina Copenace

Staff: Laura Kokocinski
Brian Ktytor
Susan Pilatzke
Kellie Hudson

Recording Secretary: Robin Orr

Regrets: Reg. Jones

		Action:
1.0	**PROCEDURAL ITEMS**	
1.1	**Call to Order** The meeting was called to order at 9:00 a.m. (Eastern) by Chair J. Warkentin. Guests, staff observers, and Janice Stephenson from legal services were welcomed to the meeting.	
1.2	**Declaration of Conflict of Interest** None declared.	
1.3	**Approval of Agenda** The agenda was presented for approval. **Resolution #2013 – 101** **Moved by D. Gushulak, and seconded by D. Miller, that the agenda be approved as presented. Carried.**	
1.4	**Approval of Minutes** The minutes of the Board of Directors meeting of June 25, 2013, and the minutes and motions from the July 30, 2013, Special Board of Directors Executive meeting were presented	

	for approval. **<u>Resolution #2013 – 102</u>** **Moved by D. Gushulak, and seconded by D. Miller, that the minutes of the North West LHIN Board of Directors meeting of June 25, 2013, be approved as amended. Carried.** **<u>Resolution #2013 – 103</u>** **Moved by D. Miller, and seconded by T. Copenace, that the minutes and motions of the Special Board of Directors Executive Committee meeting of July 30, 2013, be approved as amended. Carried.**	
1.5	**Business Arising** No business arising.	
2.0	**BOARD LINKAGES**	
2.1	**Thunder Bay Non-HSP Community Engagement Session - Debrief** A debrief of the Thunder Bay Non-HSP Community Engagement Session held on September 23, 2013, took place. Overall feedback was positive.	
2.2	**Upcoming Community Engagement Sessions** L. Kokocinski reviewed the community engagement schedule for September 2013 to June 2014. Minor changes were noted with respect to participation. Changes will be shared with the Governance and Nominations Committee.	S. Pilatzke
2.3	**Annual Board Linkage Plan** Board reviewed the annual Board linkage plan as outlined on the 2013/14 Board Planning Cycle.	
2.4	**Chair Report** J. Warkentin provided an update on the Board evaluation, which will be distributed to Board and identified staff in October. The Board agreed members' email, including personal addresses, would be released to Deloitte for the purpose of the Board evaluation only. **<u>Resolution # 2013 – 104</u>** **Moved by D. Loubier, and seconded by C. Farrell, that Board email addresses, including personal, would be released to Deloitte for the purpose of distributing the Board evaluation only. Carried.**	R. Orr

3.0	**BOARD ENDS DISCUSSION**	
3.1	***ENDS Education***	
3.1.1	**Health Links Update** Dr. Ric Almond gave a presentation on Health Links. Key points included: • Activities to date • Business case development • What is a high user and their needs • Steering Committee function • Barriers to moving forward • Next steps Refer to attached presentation for further details.	
3.1.2	**HSP Cultural Competency Report** S. Pilatzke provided an update on the HSP Cultural Competency Report. A full report will be provided at the December Board meeting.	
3.2	***ENDS Discussion***	
3.2.1	**Process and Schedule for 2013/14** Discussion took place regarding the process and scheduling for the 2013/14 year. This item will be revised following the Board Strategic Planning Session on October 28, 2013.	
3.3	***ENDS Monitoring***	
3.3.1	**MLPA Scorecard** B. Ktytor gave an overview of the MLPA scorecard.	
3.3.2	**Annual Board Policy Review Schedule** Board reviewed the annual Board policy review schedule as outlined on the 2013/14 Board Planning Cycle and agreed the policy review was appropriately scheduled.	
4.0	**BOARD DECISIONS/PROCESSES**	
4.1	**Committee Reports**	
4.1.1	***Audit and Finance*** No report this month.	
4.1.2	***Governance and Nominations*** No report this month.	
4.2	**Policy Review** S. Pilatzke outlined changes to policy EL-106 Treatment of Public, Providers, Customers.	

	<u>Resolution # 2013 – 105</u> **Moved by T. Copenace, and seconded by D. Levesque, that the North West LHIN Board of Directors approve changes to policy EL-106 Treatment of Public, Providers, Customers as submitted. Carried.** S. Pilatzke also outlined changes to policy EL-107 Treatment of Staff. **<u>Resolution # 2013 – 106</u>** **Moved by D. Loubier, and seconded by D. Gushulak, that the North West LHIN Board of Directors approve changes to policy EL-107 Treatment of Staff as submitted. Carried**	
4.3	**Governance Education for Members (AGI Sessions)** J. Warkentin reminded the Board of the upcoming AGI Sessions.	
4.4	**Health Service Provider Funding** B. Ktytor reviewed details of related briefing note and attached funding plan. **<u>Resolution # 2013 – 107</u>** **Moved by D. Miller, and seconded by C. Farrell, that the North West LHIN Board of Directors approve the allocation of $4,437,700 in funding in fiscal 2013/14, annualizing to base funding of $4,430,700 in 2013/14, for the initiatives as outlined in attachments 1 and 2, forming the incremental community sector investment funding. Carried.**	
4.5	**H-SAA Extension** B. Ktytor reviewed changes to the H-SAA, which will be in effect until March 31, 2014. **<u>Resolution # 2013 – 108</u>** **Moved by T. Copenace, and seconded by D. Gushulak, that the North West LHIN Board of Directors approved the proposed H-SAA Amending Agreement, effective as of the 1st day of October, 2013, which amends the 2008/13 H-SAA by extending its term to March 31, 2014; and that the North West LHIN Board of Directors authorizes the Board Chair and CEO to execute the H-SAA Amending Agreement on behalf of the LHIN. Carried.**	
4.6	**MLPA** An overview of the MLPA was given by B. Ktytor. This agreement will be effective April 1, 2013 – March 31, 2015. It was noted the MLPA was approved in principle by the Board Executive in August to meet the response deadline and that it	

	is being brought to full Board now for ratification. It was further noted that the financial table was not received prior to bringing this item to the Board for approval. **<u>Resolution # 2013 – 109</u>** **Moved by D. Gushulak, and seconded by D. Miller, that the North West LHIN Board of Directors authorize the Board Chair to execute the 2013-15 Ministry-LHIN Performance Agreement (MLPA) presented and attached, provided that the execution version of the MLPA, including the performance requirements and funding allocations, are substantially the same as those presented. Carried.**	
4.7	**Oath of Office** Oath of Office forms were distributed to Board members. Chair J. Warkentin swore in members. Forms will be maintained in members' files and copies distributed for personal records.	R. Orr
4.8	**New Agenda Format** Discussion ensued regarding the new agenda format. R. Jones and R. Orr met during the summer to develop a new agenda format, which is in line with policy governance. The new format will be revisited in a year to determine its layout effectiveness. Further discussion will take place at a future Board meeting.	
5.0	**MONITORING REPORTS**	
5.1	**EL-103 Enterprise Risk Management Monitoring Report** B. Ktytor gave an overview of EL-103 Monitoring Report. **<u>Resolution # 2013 – 110</u>** **Moved by D. Gushulak, and seconded by D. Loubier, that the North West LHIN Board of Directors approve monitoring report EL-103 Enterprise Risk Management as submitted. Carried.**	
5.2	**Annual Executive Limitations Monitoring Schedule** The Board reviewed the annual executive limitations monitoring schedule as outlined on the 2013/14 Board Planning Cycle and agreed it was appropriate.	
6.0	**CONSENT AGENDA** No consent agenda items reported.	
7.0	**INFORMATION**	
7.1	**CEO Report** L. Kokocinski noted the attached report was for information purposes.	

7.2	**Confidential Information Obligation** J. Warkentin shared, as a reminder, the obligation Board and staff have when dealing with confidential information.	
7.3	**HAGI - Correspondence** J. Warkentin noted HAGI has notified the North West LHIN of its decision to voluntarily withdraw services funded through the North West LHIN effective December 2013.	
8.0	**CLOSED SESSION** *Broke for lunch prior to moving to closed session.* **<u>Resolution # 2013 - 111</u>** **Moved by T. Copenace, and seconded by D. Miller, that at 12:30 p.m. (Eastern) the Board Members attending the meeting specified above move into a Closed Session pursuant to the following exception(s) set out in s. 9 (5) of the *Local Health System Integration Act (LHSIA), 2006:*** ***(i) Personal or Public Interest*** ***(vii) Personnel Matters*** **And further that the following persons be permitted to attend:** **L. Kokocinski, B. Ktytor, S. Pilatzke and R. Orr. Carried.** *Meeting reconvened following the closed session.*	
8.1	**Report out of Closed Session** None.	
9.0	**ADJOURNMENT**	
9.1	**Meeting Evaluation** Completed evaluations to be provided to R. Orr.	All members
9.2	**Future Agenda Items** Agenda items to be forwarded to the Chair or to R. Orr.	
9.3	**Date of Next Meeting** The next meeting has been scheduled as follows: • Monday, October 28, 2013 Board Strategic Planning Retreat Best Western Nor'Wester Hotel • Tuesday, October 29, 2013 Regular Board Meeting Best Western Nor'Wester Hotel	

9.4	**Adjourn** **<u>Resolution # 2013 – 116</u>** **Moved by T. Copenace, and seconded by D. Miller, that at 2:24 p.m. (Eastern) the meeting be adjourned. Carried.**	
	Chair _____ **Secretary** _____	