

**South West LHIN Board of Directors' Meeting**

Tuesday November 20, 2018

South West LHIN, 201 Queens Ave, Suite 700, London – Main Boardroom

**Minutes**

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**Present:** Andrew Chunilall, Vice Chair, Acting Board Chair  
Linda Ballantyne, Vice Chair, Board Director  
Jean-Marc Boisvenue, Board Director  
Myrna Fisk, Board Director  
Allan MacKay, Board Director (via teleconference)  
Wilf Riecker, Board Director  
Jim Sheppard, Board Director  
Leslie Showers, Board Director  
Cynthia St. John, Board Director

**Regrets:** Glenn Forrest, Board Director  
Lori Van Opstal, Board Chair

**Staff:** Hilary Anderson, Vice President, Corporate Services  
Dan Brennan, Communications Director  
Mark Brintnell, Vice President, Quality, Performance & Accountability  
Donna Ladouceur, Executive Advisor, Home & Community Care  
Daryl Nancekivell, Interim Vice President, Home & Community Care  
Sue McCutcheon, Acting Vice President, Strategy System Design and Integration  
Ron Sapsford, Interim CEO  
Stacey Griffin, Executive Office Coordinator (Recorder)

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**1.0 Call to Order – Welcome and Introductions**

The Chair called the meeting to order at 1:30 pm. There was quorum and three members of the public, which included health service providers, were in attendance for parts of the meeting.

**1.1. Approval of Agenda**

**MOVED BY:** Myrna Fisk  
**SECONDED BY:** Cynthia St. John

***THAT the Board of Directors' meeting agenda for November 20, 2018, be approved as presented.  
A closed session will be held***

**CARRIED**

**1.2 Declaration of Conflict of Interest**

No conflicts were declared

**2.0 Approval of Minutes**  
**2.1 October 16, 2018 South West LHIN Board of Directors Meeting**

**MOVED BY: Wilf Riecker**  
**SECONDED BY: Jim Sheppard**

***THAT the October 16, 2018 South West LHIN Board of Directors' meeting minutes be approved as presented.***

**CARRIED**

**2.2 October 22, 2018 South West LHIN Special Meeting of the Board of Directors Meeting**

**MOVED BY: Cynthia St. John**  
**SECONDED BY: Myrna Fisk**

***THAT the October 22, 2018 South West LHIN Special Meeting of the Board of Directors Meeting minutes be approved as presented.***

**CARRIED**

**2.2 October 26, 2018 South West LHIN Special Meeting of the Board of Directors Meeting**

**MOVED BY: Leslie Showers**  
**SECONDED BY: Myrna Fisk**

***THAT the October 26, 2018 South West LHIN Special Meeting of the Board of Directors Meeting minutes be approved as presented.***

**CARRIED**

**3.0 Presentation**

**3.1 South West LHIN Self-Management Program**

Sally Boyle, South West LHIN Occupational Program Lead provided a brief overview of the South West LHIN Self-Management Program. The goal of the program is to have a coordinated approach to support clients, caregivers and health care providers with self-management. The South West Self-Management Program offers free programs for people with chronic conditions. These workshops provide participants with the skills, tools and confidence to better manage their conditions such as diabetes, arthritis, chronic pain, heart disease and other ongoing conditions. Self-referrals are welcome. The South West Self-Management Program offers programs for health service providers to assist with the integration and implementation of self-management best practices. This is achieved through communication skills workshops, education and skills training in self-management support, tools, resources and consultation on how to best integrate principles into clinical programs.

**4.0 Approval of Consent Agenda**

**MOVED BY: Wilf Riecker**  
**SECONDED BY: Cynthia St John**

***THAT the consent agenda items be received and approved as circulated in the agenda package.***

**CARRIED**

**5.0 Decision Items**  
**5.1 September 2018, Quarter 2 Financial Update**

**MOVED BY: Myna Fisk**  
**SECONDED BY: Leslie Showers**

*THAT the South West LHIN Board of Directors provide the senior leadership team approval through the CEO to initiate and complete, in this fiscal year, initiatives in the table (Appendix E) utilizing the priority setting tool for all initiatives. The leadership team will ensure that the LHIN is not put into a deficit position.*

**CARRIED**

**5.2 Small and Rural Transformation Fund**

**MOVED BY: Jean-Marc Boisvenue**  
**SECONDED BY: Jim Sheppard**

*THAT the South West Local Health Integration Network Board of Directors approves the allocation of \$4,311,900 in one-time funding in 2018/19 to support Small and Rural Hospital Transformation Fund projects.*

**CARRIED**

**5.3 Governance Policy Harmonization**

**MOVED BY: Wilf Riecker**  
**SECONDED BY: Cynthia St John**

*THAT the South West LHIN Board of Directors amend governance policies A-6 Code of Conduct, A-7 Conflict of Interest, A-8 Confidentiality, C-1 CEO/Board Relationship, B-1 Board Meetings/Attendance, and A-9 Committee Structure & Responsibilities as recommended by the Governance and Nominations Committee subject to further revisions/amendment to code of conduct policy.*

**CARRIED**

**5.4 Terms of Reference, Finance, Audit & Risk**

**MOVED BY: Jim Sheppard**  
**SECONDED BY: Cynthia St. John**

*THAT the South West LHIN Board of Directors approve the Terms of Reference for a Board Finance, Audit and Risk Committee to replace the Audit Committee and Finance Committee of the Whole.*

**CARRIED**

**5.5 South West LHIN Board Committee Composition**

**MOVED BY: Wilf Riecker**  
**SECONDED BY: Leslie**

*THAT the South West LHIN Board of Directors appoint Board Directors to the committees of the board effective January 1, 2019 as recommended by the Governance & Nominations committee. Board Committee membership will be reviewed on an as needed basis and at least annually.*

**CARRIED**

The Audit Committee has been renamed the Finance, Audit & Risk Committee. An email call for an additional Board member will be sent out to the Board for the Finance, Audit & Risk Committee which will be sent on behalf of the Governance Committee.

**6.0 Information Items**

**6.1 Home & Community Care Health Human Resource Challenge**

The board was provided with a status update on health human resource challenges within South West LHIN Home and Community Care, specifically personal support workers (PSWs) and registered nurses (RNs), and the organization's plans to manage, monitor and prioritize associated strategies. The management of this issue will also include clear communication of the steps that have already been taken without minimizing the ongoing seriousness of the issue.

**6.2 Home and Community Care Review Update**

The Board received an update on the final Home and Community Care review and recommendations. As part of the review, Donna Ladouceur reported consulting with a large number of stakeholders, doing a literature review, study of existing models and recent Home and Community Care reports. Donna engaged with front line staff, service providers, patients, system partners, primary care physicians and provincial leaders was completed to understand current gaps and opportunities to work differently together. Based on the comprehensive review and feedback, a number of recommendations have been identified and outlined.

- Modernization of Service Provider Contracts
- Service Provider – Health Human Resources Capacity
- Shared Services – Creating Shared Efficiencies
- Modernization of the Care Coordination Model
- Innovative Alternate Models of Care
- Value Add of the RAI Tool
- Technology
- Review of Existing Models of Care

The LHIN will work with staff and providers to develop and share an action plan that tackles the priority recommendations and encourages thoughtful discussion and engagement with a view to concrete action.

**Break**

The Board took a short break from 3:30 pm to 3:40 pm

**7.0 Closed Session**

**MOVED BY: Wilf Riecker**  
**SECONDED BY: Leslie Showers**

*THAT the Board of Directors move into a closed session at 3:30 pm pursuant to s. 9(5)(a)(g)(h) of the Local Health System Integration Act, 2006*

**CARRIED**

*\*LHIN Staff members Ron Sapsford attended portion of the meeting, Stacey Griffin departed the meeting at 3:42 pm and Ron Sapsford departed at 4:14pm*

**MOVED BY:**  
**SECONDED BY:**

*THAT the South West LHIN Board of Directors rise from closed session at 4:41pm and returned to open session.*

**CARRIED**

**7.1 Report of the Chair on Closed Session**

*The Chair reported that the Board received a verbal update from the Interim CEO and Acting Board Chair. The Board received a verbal update from the CEO Search Committee.*

*The Board approved the following motion related to the Acting Chair position as a recommendation from the Governance Committee.*

**MOVED BY: Linda Ballantyne**  
**SECONDED BY: Leslie Showers**

*THAT the South West LHIN Board of Directors approves the recommendation made by the Governance and Nominations Committee that Andrew Chunilall, Acting Chair, remain in the position of Acting Chair until his term expires in April 2019, at the earliest.*

**CARRIED**

**8.0 Dates and Location of Next Meeting**

The next regular meeting of the South West LHIN Board of Directors Meeting will be held on Tuesday December 18, 2018 at the South West LHIN office, located at 201 Queens Avenue, Suite 700, London – Main Boardroom.

**9. Adjournment**

**MOVED BY: Cynthia St John**  
**SECONDED BY: Leslie Showers**

*THAT the South West LHIN Board of Directors adjourned the meeting at 4:43 pm*

APPROVED: \_\_\_\_\_  
Andrew Chunilall, Acting Board Chair

Date: \_\_\_\_\_