

OPEN MINUTES
Toronto Central Local Health Integration Network (TC LHIN)
Board of Director's Meeting

February 21, 2018
4:00 p.m. to 6:00 p.m.
2nd Floor Boardroom, Toronto Central LHIN
425 Bloor Street East, Suite 201, Toronto

(Board Approved: April 25, 2018)

Directors Present

Vivek Goel, Board Chair
Carolyn Acker
Pamela Griffith-Jones
Christopher Hoffmann
Myra Libenson

Yasmin Meralli
Karen Sadlier-Brown
Felix Wu
Natasha VandenHoven
Jason Madden

Regrets:

Dunbar Russel

Resources:

Susan Fitzpatrick, Chief Executive Officer
Raj Krishnapillai, VP, Finance & IT and CFO
Tess Romain, VP, Health System Strategy, Integration and Planning
Gayle Seddon, VP, Home and Community Care
Matthew Morgan, VP, Clinical
Manson Locke, VP, Human Resources and Corporate Administration
Vaisny Balamurali, Recorder

Guests:

Andrea Tsuji, Acting Director, Quality Performance and Accountability, Toronto Central LHIN
Joyce Irvine, Vice-Chair, Reflet Salvéo
Gilles Marchildon, Executive Director, Reflet Salvéo
Todd Ross, Indigenous Health Lead, Toronto Central LHIN
Akeesha Footman, Youth Advisory Council Member, Toronto Indigenous Health Advisory Circle

Welcome and Call to Order

Upon convening the meeting, the agenda was approved unanimously and no declarations of conflicts were made.

Board Chair, Dr. Goel introduced Dr. Matthew Morgan, newly appointed Vice President, Clinical. Further Dr. Goel announced Bill Manson's, Vice President of Quality, Performance and Accountability retirement.

Approval of Minutes

The board reviewed and approved the minutes of the open session from the January 31, 2018 Board meeting.

Motion:

UPON MOTION duly made, and unanimously carried, the Toronto Central LHIN Board approves the draft minutes for the January 31, 2018 open session of the Board meeting as circulated.

French Language Services Strategy Update

J. Irvine and G. Marchildon from Reflet Salvéo provided an overview of the work they do in partnership with the LHIN and MOHLTC as the designated French Language Health Service Planning Entity (FLHSPE). They discussed their role as a body who is responsible to advise on local French language health services (FLHS) in LHIN specific geographic areas, support the LHIN's mandate, and engage with the Francophone community to inform the Entity's advice to the LHIN.

They also explained that FLHSPEs are responsible for working with assigned LHINs to develop, review and annually evaluate a Joint Action Plan (JAP). The 2017 - 2019 JAP is focused on building the FLSH capacity of Health Service Providers (HSPs), and

improving Francophone access to French language health services within the LHIN's key health sectors. The foundation of both systemic and sectoral action is based on four pillars: planning, engaging, building and sustaining.

They further explained that in order to support this work the MOHLTC is establishing baseline FLHS data to support Local Health Integration Networks (LHINs) and their FLHSPEs. This will inform the development of FLHS indicators related to demand, capacity, and access. With support from the FLHS Working Group, the ministry and the LHINs will identify 1-2 developmental indicators for the inclusion in the 2018/19 Ministry-LHIN Accountability Agreement (MLAA).

Reffet Salvéo further discussed their success as leaders in delivering knowledge across multiple entities throughout the province to ensure there is awareness of the need of French language services and that continued efforts will be made to improve access to such services.

Toronto Indigenous Health Action plan – TC LHIN Response to the Toronto Indigenous Health Strategy

T. Ross explained the role and function of the Toronto Indigenous Health Advisory Circle (TIHAC). TIHAC is a partnership between the TC LHIN, Toronto Public Health (TPH) and Anishnawbe Health Toronto. The circle is made up of Indigenous community leaders and they provide recommendations to the TC LHIN and TPH on improving health outcomes for Indigenous people in Toronto. In 2016, the TIHAC released Toronto's first Indigenous Health Strategy (THIS).

The Toronto Indigenous Health Strategy (TIHS) identified three main goals:

- to reduce health inequities for Indigenous Peoples;
- to influence the social determinants of Indigenous health; and,
- to harmonize Indigenous and mainstream health programs and services.

In addition, TIHAC provides broader policy and advocacy direction on improving the social determinants of Indigenous health.

T. Ross discussed some of the work the TC LHIN has done to ensure strategic objectives are attained. He stated that a tracking tool has been developed to monitor progress on activities stemming from recommendations provided by the TIHAC and will be used to update them regularly ensuring accountability and transparency to the Indigenous community.

T. Ross shared that the TIHAC Youth Council will be hosting a conference on March 23, 24 and 25, 2018 and he introduced A. Footman from the Youth Advisory Circle to elaborate on the goals and objectives of the conference. A. Footman explained the main goal of the conference is to increase leadership capacity and promote wellness through an education series that is tailored for urban indigenous youth. A. Footman shared a personal story of her fellow youth advisory council member who died recently of an overdose. She used this example as a means to explain that indigenous youth health and wellness needs are not the same as non-Indigenous youth and that this must be a consideration in planning future Indigenous health initiatives. She described this conference as a way for Indigenous youth to come together, express their concerns and to actively take part in the planning of their healthcare services.

CEO Board Report

S. Fitzpatrick provided a high level summary of the CEO Report to the Board. S. Fitzpatrick highlighted that the TC LHIN was now provided a new mandate from the Ministry of Health and Long-term Care (the Ministry). Further she discussed a few initiatives announced by the Ministry that would increase access to care; such as 'Ontario Improving Access to Care with Major Expansion of Toronto Western Hospital' and 'Toronto Shelter Users to Have Better Access to Health Service'.

S. Fitzpatrick when on to provide status updates on ongoing initiatives with local collaboratives, strategic planning, health service performance and finance.

Revised Accountability Agreements

A. Tsuji reviewed the updates to the 2018-20 Hospital Service Accountability Agreement (HSAA) Template Agreement.

Lastly, A. Tsuji reviewed the updates to the 2018-19 Multi-sector Service Accountability Agreement (MSAA) and Long-term Care Home Service Accountability Agreement (LSAA) template agreements.

Motions (2)

UPON MOTION duly made, and unanimously carried, the Toronto Central LHIN Board of Directors approve the proposed Hospital Service Accountability Agreement template for the period from April 1, 2018 to March 31, 2020, to be made as of April 1, 2018 (the "HSAA") as

Y. Meralli asked if indigenous cultural training and awareness will be included into the agreement indicators much like the French Language Services is. A. Tsuji clarified that Indigenous peoples specific indicators will be included at the local obligation level.

F. Wu noted that the old agreements had certain gaps and asked if these gaps were addressed in the revised version of the agreements. A. Tsuji stated all known gaps were accounted for and addressed in this agreement.

No further questions or concerns were raised.

presented to the Board, to replace the current 2008-18 Hospital Service Accountability Agreement template; and Authorize the LHIN Board Chair and LHIN CEO to execute HSAAs on behalf of the LHIN, provided that the execution versions of the HSAA are substantially similar to the template attached to the minutes of this meeting.

UPON MOTION duly made, and unanimously carried, the Toronto Central LHIN Board authorize the LHIN Board Chair and LHIN CEO to execute MSAAs and LSAAs on behalf of the LHIN for the period from April 1, 2018 to March 31, 2019 to further extend the current 2014-17 MSAA and current 2014-19 LSAA.

Annual Business Plan

T. Romain provided a summary of revisions to the Annual Business Plan 2018/2019 that were included based on the feedback provided to the senior management team from the Toronto Central LHIN Board and Ministry of Health and Long-term Care.

P. Griffith-Jones mentioned it would be helpful to work on a format that was easier to follow. T. Romain confirmed this will be noted going forward. V. Goel mentioned that this is a formal template that all crown agencies follow as they are all required to submit annual business plans to their corresponding ministries.

M. Libenson asked what the process was for ensuring stakeholders were following through on their deliverables. T. Romain clarified that progress is monitored through engagement, mandate letters and performance monitoring tied to corresponding funding allotments.

No further questions or concerns were raised.

Motion

UPON MOTION duly made, and unanimously carried, the Toronto Central LHIN Board of Directors approves the 2018/2019 Toronto Central LHIN Annual Business Plan (ABP) for submission to the Ministry of Health and Long-Term Care.

Finance and Audit Committee Report

F. Wu provided an overview of the Finance and Audit Committee that occurred on February 7, 2018. F. Wu stated that the following reports were reviewed without any issues arising: HSP Operation Transfer Payment Funding Results, Latest Estimate of Expenditures for 2017/18, Q3 2017-18 Discretionary Funding Allocation, Unrestricted Administrative Funds – Legacy CCAC, Toronto Central LHIN's Agency Risk Assessment Report and MLAA. F. Wu shared that the Q3 2017-18 operations financial results report a negative variance to \$2.2M for the quarter ending December 31, 2017, which is a \$4.4M reduction in deficit compared to last quarter. This was due to one-time funding received from the Ministry of Health and Long-term Care. Despite the reduction in deficit in Q3, home care financial is still experiencing a negative variance due to higher client growth and more complex clients. TC LHIN has continued to implement the Right Place of Care strategy and is forecasting a balanced budget at fiscal year-end.

Lastly F. Wu shared highlights from the discussions with Deloitte Auditors pertaining to the TC LHIN year-end audit. He confirmed that the Audit Plan presented is in accordance with the current best accounting practices and endorses the plan's approval by the Board.

Motion

UPON MOTION duly made, and unanimously carried, the Toronto Central LHIN Board of Directors approve the Annual Audit Plan of Deloitte for the fiscal year ending March 31, 2018 and delegate to the Board Chair to sign the amendments to the audit contract.

Quality Committee Report

P. Griffith Jones provided an overview of the Quality Committee meeting that occurred on February 13, 2018. This included highlights from the discussions pertaining to the Revised Quality Dashboard, Measuring Up Report, Client and Caregiver Experience Evaluation and Draft Quality Committee Work Plan.

Further P. Griffith Jones provided an update on the Nursing Service Provider Organization (NSPO) Quality Improvement Notice (QIN) issued on October 18, 2017. It was noted the NSPO is complying with the performance plan submitted to the TC LHIN. At the request of the Quality Committee Management will provide an overview of SPO quarterly performance metrics.

Governance and Nominations Committee Report

Motion

C. Hoffmann provided the update that the appointment advertisement for the vacant Director appointment has been developed and approved by the Governance and Nominations Committee. Upon approval of the Board it will be sent to Public Appointments Secretariat's office for recruitment purposes.

UPON MOTION duly made, and unanimously carried, the Toronto Central LHIN Board of Directors hereby approves the Board Appointment Advertisement as previously approved and recommended by the Governance and Nominations Committee.

No further changes were proposed to the Director appointment advertisement.

Human Resources Committee Report

Motion

Y. Meralli discussed that the committee had reviewed and approved the Internal Direct Appointment Procedure, which will eventually be an appendix to the CEO Succession Plan.

UPON MOTION duly made, and unanimously carried, the Toronto Central LHIN Board of Directors hereby approves the Internal Direct Appointment Procedure as previously approved and recommended by the Human Resources Committee.

Next Board Meeting

Motion

The next regularly scheduled Board of Directors meeting will be held on April 25, 2018 from 4:00 -7:00 p.m. at the Toronto Central LHIN offices

UPON MOTION duly made, and unanimously carried, the Toronto Central LHIN Board of Directors meeting was adjourned.

The Board passed the following resolution to adjourn the meeting.