

# HOME AND COMMUNITY CARE SUPPORT SERVICES

## Minutes of the Meeting of the Board of Directors of the 14 Local Health Integration Networks, operating as Home and Community Care Support Services (HCCSS) - May 17, 2022

A meeting of the HCCSS Board of Directors (Board) was held on May 17, 2022, beginning at 1:00 pm.

### PRESENT:

Voting Members:	Joe Parker, Board Chair Glenna Raymond, Vice-Chair Carol Annett, Member Anne Campbell, Member Michael Dibden, Member Stephan Plourde, Member Shanti Gidwani, Member Kate Fyfe, Member John Beardwood, Member
Regrets:	Eugene Cawthray, Member
Staff in Attendance:	Cynthia Martineau, Chief Executive Officer Barbara Bell, VP, Quality and Risk Lisa Burden, VP, Home and Community Care Lisa Tweedy, VP, Human Resources and Labour Relations Karin Dschankilic, VP, Finance and Corporate Services Marla Krakower, VP People Services, Employee Experience & Public Relations Leila Beheshti, Agencies Legal Karen Ho, Agencies Legal Erica Jeffery, Corporate & Board Relations Manager and Executive Assistant to the CEO
Guests:	Cathy Kelly, Jutta Schafler Argao, Debbie Roberts, Tini Le, Claire Ludwig, Karyn Lumsden, Cindy Ward, Mary Grattan-Gielen, Martina Rozsa, Sarah Vertlieb, Heidi Maanselka, Robert Delvecchio, Daryl Nancekivell, Janet Wright, Dave Speedie

### A. Convening the Meeting

#### A.1. Call to Order

A quorum was present and the meeting was called to order at 1:01pm.

#### A.2 Land Acknowledgement

The Board Chair shared a land acknowledgment.

#### A.3 Approval of the Agenda of May 17, 2022

It was moved by Joe Parker / Michael Dibden

That the agenda of May 17, 2022 be adopted as presented.

This motion was put to a vote and

#### **A.4 Conflict of Interest**

None declared.

#### **B.1 Patient Story**

The Patient Story focused on the situation that evolved as a result of the trucker convoy protest in Ottawa in March 2022. The story included reflections from a patient, HCCSS care coordinator, as well as a Home and Community Care senior leader.

The patient reflected upon what went well and made a recommendation for what could help should this situation arise again in the future, including additional supports for personal support workers. The Board discussed the fundamental findings because of this situation as well as the possibility of enhanced training for emergency services staff such as paramedics.

The use of virtual versus in-person care during this time was also discussed.

**Action: Staff to develop an upcoming patient story focused on virtual models of care.**

#### **B.2 A Moment of Equity**

Anne Campbell provided a personal moment of equity in relation to a family member's care journey back and forth between acute care and home care, and challenges regarding geographic equity of available services as well as navigation of the health care system.

**Action: Eugene Cawthray to provide the next moment of equity at the June meeting.**

### **C. Consent Agenda**

#### **C.1 Approval of Consent Agenda**

It was moved by Joe Parker/ Michael Dibden

That the Consent Agenda of May 17, 2022 be adopted, as amended.

This motion was put to a vote and

CARRIED.

The CEO report was pulled for further discussion on two items: Vaccine Policy and Ontario Health Team (OHT) Leading Projects. The Board inquired about the process and involvement by the Board with updates in regards to the vaccine policy, given their significant involvement during the approval and implementation of the vaccine policy. The CEO confirmed that the same policy remains in place and staff leaders are continuing to follow public health guidance. The Board also inquired about what matters should come to the board for discussion and involvement versus what is under the purview of the CEO for decision-making.

The Board requested more details regarding which OHTs had been approved as a Leading Project and where they are located in the province.

**Action: Staff to provide the Board with a list and high level overview of the seven Leading Projects.**

The Board also asked that the HCCSS Board Policies Briefing Note be pulled for a brief discussion regarding the draft Board Evaluation Policy. The Board discussed and supported an amendment to the Policy so that it includes reference to Board Committee evaluation, in addition to evaluation of the Board as a whole and individual Board members.

**Action: Staff to update the Board Evaluation Policy to include reference to Committees evaluation.**

#### **D. Reports from Committees**

##### **D.1 Governance Committee**

The Committee Chair provided an update on two items: Board Education and the Establishment of the Transition Committee and Updated Standing Committee Membership.

##### **Board Education Update**

The Board plans to host a Diversity and Equity session facilitated by an external provider to align with the Board Meeting in October. In addition, dedicated space has been set aside on the Board portal for education-related materials including diversity and equity.

##### **Establishment of Transition Committee and Updated Standing Committee Membership**

The Governance Committee supports the establishment of the Transition Committee, which would become the fifth Standing Committee of the Board.

It was moved by John Beardwood /Shanti Gidwani

**WHEREAS** several changes to the health system involving home care are in process and more changes are anticipated;

**AND WHEREAS** in February 2022, the Lieutenant Governor of Ontario appointed three new members to the Board of Directors to each of the 14 LHINs;

##### **BE IT RESOLVED THAT:**

- 1) In accordance with subsection 8(2) of the *Local Health System Integration Act, 2006* and Local Health Integration Network By-law No. 1, section 5.02, the Board of Directors for each of the 14 LHINs (the "Board") establishes a Transition Committee bound by its Terms of Reference in Appendix A (attached); and

This motion was put to a vote and

CARRIED.

It was moved by Stephan Plourde/Joe Parker

- 2) Subject to the approval of the motion immediately above, in accordance with section 5.08 of LHIN By-law No. 1, the Board appoints the people identified in Appendix B (attached) as members to each of the five standing Committees of the Board.

This motion was put to a vote and

CARRIED.

## **D.2 Finance, Audit and Information Committee**

### **2021/2022 Audit Update**

The Committee met with the Audit Partner from Deloitte LLP and reviewed the proposed Audit Plan for Fiscal Year 2021/22. The Plan encompasses an approach for all 14 HCCSS agencies and will include an overview of the financials for all 14 agencies. The audit will focus on three risk aspects; revenue recognition, management override of controls, and transition. The Committee identified areas of concern for the auditor's review including staff shortages. The Committee and Auditor also discussed materiality and scope of the audit as well as cyber security whereby the Auditor confirmed conducting a general review of computer controls.

Based upon preliminary work underway, staff advised that there will be three HCCSS with small deficits at fiscal year-end and have advised the Ministry of Health. Staff also noted there will be some HCCSS with small surpluses. The Board was reminded that HCCSS must obtain Ministerial approval to transfer money between agencies.

**Action: Staff to send available financial statements to Committee members for advanced review.**

## **D.3 Human Resources, Diversity, Equity and Communications Committee**

The Committee Chair acknowledged the People Strategy and Collective Bargaining updates included in the Board's Consent Agenda for information only.

A brief update regarding Home and Community Care modernization and the work being undertaken by HCCSS staff was noted along with an update regarding Temporary Incentives for Registered Nurses. The Board is aware that the Ministry's incentive applies only to registered nurses; many care coordinators are registered nurses, however there is a population of care coordinators who are Occupational Therapists, Physiotherapists and Social Workers who do not qualify for this incentive.

In addition, the Committee Chair advised the Board of an update regarding "Future of Work" and acknowledged its alignment to the vision statement for the organization.

## **E. Closed Session**

It was moved by Joe Parker/ Stephan Plourde

That the Board of Directors to the 14 LHINs move to a closed session to discuss a matters of legal, personnel and public interest at 2:19pm.

This motion was put to a vote and

CARRIED.

**F. Adjournment**

After moving back to open session at 4:17pm, it was moved by Joe Parker/ Glenna Raymond

That the meeting be adjourned.

This motion was put to a vote and

CARRIED.

There being no further items, the HCCSS Board Meeting adjourned at 4:18pm.

Original signed by

June 22, 2022

\_\_\_\_\_  
Joe Parker, Board Chair

\_\_\_\_\_  
Date

Original signed by

June 22, 2022

\_\_\_\_\_  
Cynthia Martineau, Corporate Secretary

\_\_\_\_\_  
Date