

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) - November 16, 2022

A meeting of the HCCSS Board of Directors (Board) was held on
November 16, 2022, beginning at 1:15 pm.

PRESENT:

Voting Members:	Joe Parker, Board Chair Glenna Raymond, Vice-Chair Carol Annett, Member Anne Campbell, Member Stephan Plourde, Member Kate Fyfe, Member Eugene Cawthray, Member John Beardwood, Member
Regrets:	Shanti Gidwani, Member Michael Dibden, Member
Staff in Attendance:	Cynthia Martineau, Chief Executive Officer Barbara Bell, Chief Quality, Safety and Risk Officer Lisa Burden, Chief Patient Services Officer Lisa Tweedy, Chief Human Resources Officer Karin Dschankilic, Chief Corporate Services Officer and CFO Marla Krakower, Chief Transformation, Strategy and Engagement Officer Sabrina Grando, Agencies Legal Erica Jeffery, Corporate & Board Relations Manager and Executive Assistant to the CEO
Guests:	Karyn Lumsden, Cindy Ward, Janet Wright, Robert Delvecchio, Giuliano Celebre, Debbie Roberts, Wanda Parrott, Kerby Audet, Karen Taillefer, Mary Gratten Gielen, Odelia Andrea

A. Convening the Meeting

A.1. Call to Order

A quorum was present and the meeting was called to order at 1:33pm.

A.2 Land Acknowledgement

The Board Chair shared a land acknowledgment.

A.3 Approval of the Agenda of November 16, 2022

It was moved by Joe Parker/ Anne Campbell

That the agenda of November 16, 2022 be adopted as presented.

This motion was put to a vote and

CARRIED.

A.4 Conflict of Interest

None declared.

B.1 Patient Story

The patient story focused on patients and caregivers who receive care through a French speaking care team. The story illustrates the importance of the ability to delivery care in the preferred language of patients and caregivers. Staff shared how HCCSS supports patient caregiver requests for services in a preferred language.

The Board acknowledged appreciation that the patient story aligned with the French Language Services (FLS) Policy and program as presented to the Human Resources, Diversity and Equity Committee at their most recent meeting and as approved in the Consent Agenda at this meeting.

C.2 Equity Moment

Kate Fyfe shared an equity moment reflecting upon growing up in northern Ontario, a large rural, indigenous and francophone population. The challenges of social determinants of health, along with the geography and number of providers results in reduced health equity and less access to health care than the rest of the province. There is a need to work together to allow people to have equal opportunities for health and a desire to view health as an investment, rather than a cost.

D. Consent Agenda

D.1 Approval of Consent Agenda

The Board requested Item D.9, Delegation of Authority and Item D.14, Board Overall Work Plan Status, be pulled for further discussion.

It was moved by Joe Parker / Eugene Cawthray

That the Consent Agenda of November 16, 2022 be adopted, as amended.

This motion was put to a vote and

CARRIED.

The Board recommended the Delegation of Authority Policy be revisited by the Finance, Audit and Information Committee to confirm language regarding the execution of organizational design changes. It was reflected that the language within the Delegation was established at the outset of HCCSS and has not been adjusted. No other concerns were raised on the recommended changes.

Action: Staff to revise the Delegation of Authority Policy in relation to the execution of organizational design changes and bring back any suggestions through the Finance, Audit and Information Committee Meeting in January for final recommendation.

The Board also discussed the status of the items under the Transition section of the Board Overall Work Plan and recommended items be reflected as in progress, rather than on schedule.

Action: Staff to revise the board workplan to reflect that some items related to transition planning may be yellow as a result of decisions pending with the ministry on the future state and transition plans.

E. Reports from Committees

E.1 Finance, Audit and Information Committee

The Committee Chair provided an overview of the discussions related to the development of 2023/24 Annual Business Plan (ABP). The overall process and timelines were shared, noting that the financials must be completed by all 14 legal entities and a balanced budget submitted. The Committee supported the planning assumptions used by staff to develop the budgets.

The Committee also heard about the incorporation of an equity approach that has been developed by staff and being shared at an upcoming Committee meeting. The equity tool, initially requested by the MOH, utilizes a three-pronged approach to equity looking at service utilization, waitlisting and population equity. Staff is recommending a slow implementation of this model once the tool is refined.

The Committee Chair also advised that a real estate strategy will be coming to the Finance, Audit and Information Committee in January.

It was moved by Kate Fyfe / Anne Campbell

The Board of Directors of each of the LHINs approve the assumptions for the 2023/2024 Budget as recommended by the Finance, Audit and Information Committee, including:

Revenue	As per ministry confirmed MLAA (Ministry LHIN Accountability Agreement)
Expenses	Using common assumptions based on expected patient services, planned FTEs, and related expenses
Risk Amount	Difference between funding allocation and expense projections
Net Result	Balanced budget

This motion was put to a vote and

CARRIED.

E.2 Governance Committee

Staff provided a brief overview of the proposed approach for upcoming board education curriculum that was shared in the supporting briefing note. Staff advised there will be some specially coordinated meetings scheduled, while other sessions will be scheduled into existing Board meetings.

E.3 Patient Services, Quality and Risk Committee

The Committee Chair provided a brief update regarding the Committees discussions regarding the development of the 2023/24 Annual Business Plan (ABP) as well as the Supporting Ethical Practice Policy and Framework.

The Committee received an overview of the draft Strategic objectives and initiatives proposed for 2023-24. The Committee discussed the importance of measurement and articulating timelines for each of the projects and showing incremental measures along the way in order to illustrate to the Board when initiatives are bringing the expected outcomes. The Committee also requested further detail regarding digital and IT delivery. An overview of the engagement underway to support the development of the ABP was shared and an overview of the high level themes resulting from the engagement and how they influence the development of the ABP will be shared at the next Committee meeting.

In follow up to the Board approval in October 2021, the Committee endorsed the Supporting Ethical Practice Policy and Framework for Board approval. Work is underway to launch the framework and staff have been undertaking pilots to review the tool's functionality. The Board acknowledged the tool as being robust and appreciated that it looks at ethics beyond just clinical matters.

The Board and staff discussed what may occur when there is a breach of ethics, noting there are mechanisms in place to address any breaches. There are ethics executives, including the CEO, that deal with ethical issues each day as situations such as conflict of interest arise.

It was moved by Carol Annett / Stephan Plourde

The Board of Directors approve the Provincial Policy for Supporting Ethical Practice as recommended by the Patient Services, Quality and Risk Committee.

This motion was put to a vote and

CARRIED.

The Committee Chair also noted that the Patient Services, Quality and Risk Committee will be working to track progress against initiatives in reports such as the risk report and balanced scorecard.

F. New Business

F.1 CEO Report

The CEO highlighted key items from the monthly report including efforts to support the Ministry's Five Point Plan and the Roll out of Ministry of Long Term Care's (MLTC) Bill 7.

The CEO advised that HCCSS is working closely with the Ministry and Ontario Health to support efforts related to the Five Point Plan. With the recent paediatric pressures in hospitals, HCCSS has offered support to Ontario Health (OH) and hospital partners, particular if some paediatric patients are HCCSS patients and we are able to support these patients with earlier discharge from hospital.

HCCSS has worked extremely hard to support the roll out of Bill 7 by the MLTC. The CEO identified that as of November 21 hospitals will be able to charge a set daily rate for patients refusing to go to LTC. HCCSS' responsibility is to facilitate the placement conversation. The CEO shared some data regarding the movement of patients from community to long term care and the appreciation from partners including MLTC and OH for sharing this data. The Board acknowledged the efforts of staff in placing so many patients from the community and felt this would be a good news story to share.

The Board inquired about the staff recruitment video referenced in the CEO Report and inquired whether videos could be developed in French. Board member Stephan Plourde offered to support the development of FLS materials.

The CEO introduced the new Vice President of Information Technology and Facilities, Giuliano Celebre.

F. Closed Session

It was moved by Joe Parker / Eugene Cawthray.

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 233pm.

This motion was put to a vote and

CARRIED.

G. Adjournment

After moving back to open session at 5:00pm, 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 5:01pm.

Original signed by

Joe Parker, Board Chair

January 18, 2023

Date

Original signed by

Cynthia Martineau, Corporate Secretary

January 18, 2023

Date