Hamilton Niagara Haldimand Brant
Local Health Integration Network

Minutes of the Meeting of the Audit Committee October 24, 2018

A meeting of the Audit Committee of the Board of Directors of the Hamilton Niagara Haldimand Brant (HNHB) Local Health Integration Network (LHIN) was held on October 24, 2018, at the Webster/Albion Falls meeting room, HNHB LHIN, 211 Pritchard Rd. Hamilton, Ontario, beginning at 12:00 p.m.

PRESENT:

Voting Members:	Bill Thompson, Chair Suzanne Belanger-Fontaine, Member
Non-Voting:	Bill Chopp, Board Member Marianne Knight, Board Member
Regrets:	Saqib Cheema, Member Dominic Ventresca, Member Madhuri Ramakrishnan, Member Shelley Moneta, Board Member Paul Armstrong, Board Member
HNHB LHIN Staff in Attendance:	Donna Cripps, Chief Executive Office Jodi Sanders, Interim Executive Assistant to the Board of Directors, Recording Secretary Cindy Ward, VP, Resource Stewardship & Chief Financial Officer Rosalind Tarrant, VP Health System Strategy and Integration Emily Christoffersen, VP, Commissioning, Performance and Accountability Miranda Ingribelli, VP, People and Resource Management Jennifer Everson, VP, Clinical

A. Convening the Meeting

A.1 Call to Order

The Audit Committee Chair noted that a quorum was not present, therefore motions were not passed at this meeting. All motions to be brought forward to the October 31, 2018 Board of Directors meeting for approval.

A.2 Approval of the Agenda of October 24, 2018

Without quorum, the agenda cannot be approved.

A.3 Declaration of Conflicts

M. Knight informed the committee that she will have a conflict for agenda item C.3.i; she will not be taking part it discussions today and will abstain from discussions and voting when it is voted on at the Board.

B. Consent Agenda

B.1 Consent agenda of October 24, 2018

Without quorum, the consent agenda cannot be adopted.

C. New/Other Business

C.1 HNHB LHIN Operations – Monthly Financial Update

Without quorum, the HNHB LHIN Operations – Monthly Financial Update cannot be approved.

Key Points of Discussion:

- The in-year surplus of almost $800K is primarily due to a $600K underspend in Salaries and Benefits, as a result of non-patient care vacancies. It was noted that in the event the provincial spending freeze is lifted, HNHB would continue to consider what vacancies can be mitigated through efficiencies versus what vacancies need to be filled. In the interim, it is anticipated that a hiring exception for multiple positions will be brought forth to the Board for approval in December.
- The current benefit provider contract expires in 2019.
- The ONA collective agreement expires March 31, 2019. OPSEU expires in 2020.
- HNHB is anticipating a year-end surplus. No reserve is maintained as any surplus funds are returned to the province.

C.2 Delegation of Authority Policy

Without quorum, the Delegation of Authority Policy cannot be approved.

Key Points of Discussion:

- The policy is updated to reflect the role of Infrastructure Ontario in HNHB leases (site offices and Nursing Care Centres). Infrastructure Ontario assists with lease agreement feedback and decision-making, however HNHB staff project manage the properties (including any renovation/capital projects).
- Policy authority levels relating to the Board Chair extend to the Vice Chair as the Vice Chair duties include fulfilling Chair duties in the absence of a chair.

C.3 Community Investment Funding

Without quorum, there could not be any decisions made to the proposed Community Investment Funding requests.

i. Community Withdrawal Management in Shelters for Women in Hamilton

Key Points of Discussion:

- The Board funded a similar program for men and youth in 2017, and funding the women's program for three months from January 2018 to March 2018.
- Municipalities fund shelters, but there is an identified gap for shelters for women.

- Approved funds support the withdrawal program itself, not the shelter, as shelters receive municipal funding.

ii. Indigenous Cultural Safety Training

Key Points of Discussion:

- Indigenous Cultural Safety Training has been supported since 2014.
- Any new LHIN-funded program requires applicable staff to take the training.
- The current focus is to ensure training for health service providers with direct patient interaction and Home and Community Care Coordinators embedded within Primary Care.
- An opportunity exists for the bulk purchase of 800 seats. Interested Board members can take the training.
- Completion rate is currently 91%.

D. Closed Session

The Audit Committee moved to a closed session at 1:04 p.m.

D.1 Report of the Audit Committee Chair on Closed Session

The Audit Committee meeting moved into Closed Session at 1:04 p.m. to discuss a matter of public interest and returned to Open session at 1:13 p.m.

E. Adjournment

That the Audit Committee was adjourned at 1:13 p.m.

Original Signed by

Bill Thompson, Audit Committee Chair **Date**

Original Signed by

Donna Cripps, Corporate Secretary **Date**