

Grey Bruce Ontario Health Team Planning Committee

Tuesday June 8, 2021

1300-1500 hours

Location: Zoom

Present: Dr. A. Hodgson (Residential Hospice Grey Bruce, Physician representative), Gary Sims (Grey Bruce Health Services), Julia Peart (South East Grey Community Health Centre), S. Byers (Sauble Family Health Team), S. Dudgeon (Brockton and Area Family Health Team), S. Musehl (Home and Community Support Services Grey Bruce), A. Hector (South East Grey Community Health Centre), M. Barrett (South Bruce Grey Health Centre), Dr. E. Savaria (Owen Sound Family Health Team, Physician representative), G. Glover (Kincardine Family Health Team), J. Cornell (Grey County – Long-Term Care), J. Fairbridge (Residential Hospice Grey Bruce), T. Holdsworth (South Bruce Grey Health Centre), R. Lee (Grey Bruce Health Services), L. Gardner (SW Frail Seniors Strategy), M. Garland (Bruce County Long-Term Care), J. Kehoe (Transformation Lead), D. Ford (Hanover Family Health Team), Daryl Nancekivell (Home and Community Care Support Services - South West)

Regrets: D. Howes (Hanover & District Hospital), Brian Dokis (Southwest Ontario Aboriginal Health Access Centre), C. MacFarlane (Canadian Mental Health Association Mental Health and Addictions Services Grey Bruce), Cynthia Porter (Chippewas of Nawash Unceded First Nation), Dr. A. Cavanagh (Kincardine Family Health Team, Physician representative), K. McIntyre Muddle (South West Frail Seniors Strategy), K. McNab (Grey County – Paramedic Services), Lynn Hinds (Ontario Health West), Pamela Loughlean (Peninsula Family Health Team), Paul Hoban (Owen Sound Family Health Team), Phil Dodd (Keystone Child, Youth and Family Services), Steve Schaus (Bruce County – Paramedic Services)

	Time	Agenda Item	Discussion	Actions
1	2min	Call to order	Chair opened meeting	
2	5min	Land Acknowledgement	Chair provided land acknowledgement	
3	2min	Approval of Agenda		Moved and Seconded <i>THAT the agenda be approved as presented.</i> MOTION CARRIED.
4	2min	Approval of the Minutes – May 25, 2021		Moved and Seconded <i>THAT the minutes be approved as presented.</i> MOTION CARRIED.
5		Business Arising from Previous Meetings		

	Time	Agenda Item	Discussion	Actions
5.1	5min	COVID-19 RCM Program	Reviewed program referral process. Noted that stats available monthly and will be shared with group in weekly communications and with operational group.	
5.2	30min	Collaborative Decision-Making Arrangement (CDMA) Sub-Committee Update <ul style="list-style-type: none"> • Report Back Template • Chairs' Council TOR Sub-Committee 	Reviewed Collaborative Decision-Making Arrangement process taken to review report back template and noted additional suggestions from Ontario Health. 5 Board members replied to date for Chairs' Council Terms of Reference Sub-Committee. Reminder to ask Boards to submit name of contact for that sub-committee. Discussed need for consistent Board communication.	Moved and Seconded <i>THAT the Report Back template be approved with the additions noted from Ontario Health.</i> MOTION CARRIED.
5.3	15min	Engagement Sub-Committee Update <ul style="list-style-type: none"> • Community Council Recruitment Update • Community Information Session Information 	Notification letters confirmed and sent to successful candidates. Community Information session will provide a high-level overview of the healthcare system in Grey Bruce. One large session with 2 follow-up sessions afterwards for community council advisors and chairs' council TOR sub-committee. It was noted that it would be helpful for providers to see the community information session as well. Discussion occurred around clarifying intent of sessions, next steps, and council members to meet and connect.	Community Session Date and Summary of Agenda to be set OHT Structure and mandate for each committee/council and sub-committee to be defined.
5.4	10min	Physician and Nurse Practitioner Council Update	Co-Chairs provided an OHT engagement session to the Physician and Nurse Practitioner council on June 7. Regional physician/nurse practitioner representatives have mostly been decided. Looking at minimum of 4 representatives at Planning Committee. Physician and Nurse Practitioner Council noted that Mon-Thurs, 4-6pm is their preferred time for planning committee meetings.	
5.5		Facebook Update - defer <ul style="list-style-type: none"> • Pause until Communications support in place. Keep on agenda as placeholder. 		
5.6	5min	Meeting Timeframe		Survey to be distributed to determine optimal frequency

	Time	Agenda Item	Discussion	Actions
				and time for planning meetings
6		New Business		
6.1	10min	<p>Membership Review</p> <ul style="list-style-type: none"> • Midwives • Service Provider Organizations (SPO) 	<p>One Midwife representative to be invited to Planning Committee meetings.</p> <p>Service Provider Organizations (SPOs) are interested in joining the planning committee. SPOs would understand that there would not be an invite for all 5 SPO agencies in Grey Bruce and are used to sector representation. They would appreciate a spot on the planning committee or would like to be part of working groups pertaining to home care modernization.</p> <p>Discussion on how to engage representatives when expertise needed.</p> <p>Discussion regarding a review Planning Committee Terms of Reference regarding onboarding.</p> <p>Discussion on Communication ensued: Updates to Grey Bruce Integrated Health Coalition (GBIHC) be sent ahead of time so coalition can review and bring questions. OHT and GBIHC need to work better together. Membership needs to be reviewed and there is a need for discussion around who sits where.</p> <p>Discussion around Communication Structure and Strategy with GBIHC. Discussion around if the coordinating committee of GBIHC can work with OHT to create Terms of Reference?</p> <p>Sub-committees to have clear reports coming to planning committee meetings.</p> <p>Discussion around communication strategy and cadence of work, flexibility of members to move in and out based on current need of planning committee.</p>	<p>Invite 1 representative from Midwives Grey Bruce to join Planning Committee</p> <p>Communication Structure – regular cadence of communication that can be shared</p> <p>Discussion at GBIHC to occur regarding OHT and Terms of Reference</p> <p>Moved and Seconded <i>THAT D. Nancekivell to invite M. Barrett and S. Musehl to present to Grey Bruce Service Provider Organization (SPO) agencies to determine how they would like to be engaged in the OHT and to invite 1 representative from SPO agencies to Planning Committee.</i> MOTION CARRIED.</p>

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6.2	10min	Virtual Urgent Care Funding	Documents previously shared out. Reviewed criteria for application. Documents to be re-circulated through weekly communication.	
6.3	5min	Summer Meeting Schedule	Reduce meeting frequency to one meeting in July and one meeting in August	
7	10min	Round Table		
8	2min	Date of Next Meeting – June 22, 2021 at 1300 hours	Meeting duration to be reduced to 90 min. July meeting to occur on the 20 th .	
9	2min	Motion to Adjourn		



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