

Presentation on Structure and Membership of the West Toronto OHT (WTOHT)

March 16, 2022

Jennifer Bowman and Gillian Bone, Co-chairs, WTOHT
Governance WG

Draft Agenda

Item	Presenter(s)	Time
Welcome		
<ul style="list-style-type: none">• Land Acknowledgement• Vision and Guiding Principles	Carole Ann Alloway	5 mins
Proposed membership and structure in West Toronto OHT	Jennifer Bowman and Gillian Bone	50 mins
Agenda for next meeting: March 30, 2022	Carole Ann Alloway	5 mins

Land Acknowledgement

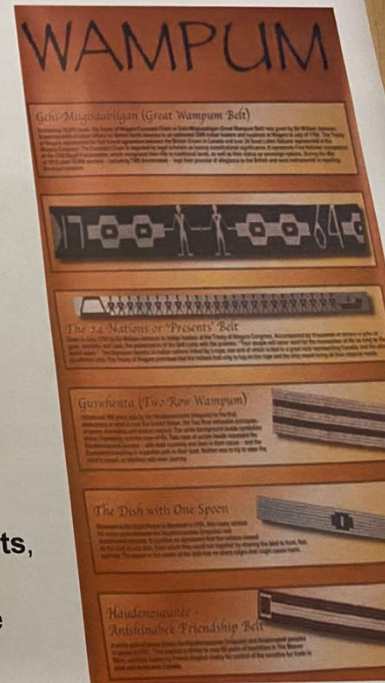
Land and African Ancestral Acknowledgements

I would like to start by honouring the land that we are on, which has been the site of human activity since time immemorial. It is the traditional territories of the **Huron-Wendat, Anishinabeg, the Chippewa, the Haudenosaunee Confederacy** and most recently, The **Mississaugas of the Credit River First Nations**.

Ontario is covered by 46 treaties and other agreements, and is home to many Indigenous Nations from across Turtle Island, including the **Inuit** and the **Metis**. These treaties and other agreements, including the **One Dish with One Spoon Wampum Belt Covenant**, are agreements to peaceably share and care for the land and its resources. Other Indigenous Nations, Europeans, and newcomers, were invited into this covenant in the spirit of respect, peace, and friendship.

We mindful of broken covenants and we strive to make this right, with the land and with each other.

We are all **Treaty people**. Many of us, have come here as **settlers, immigrants, newcomers** in this generation or generations past. I would like to also acknowledge those of us who came here forcibly, particularly as a result of the **Trans-Atlantic Slave trade**. Therefore, I honour and pay tribute to the **ancestors of African Origin and Descent**.



Vision and Guiding Principles

Vision

Working together as patients, caregivers and healthcare providers, our vision is to improve the experiences of and outcomes for people living and seeking care in West Toronto for all stages of life by becoming one connected system of health and social care.

Guiding Principles

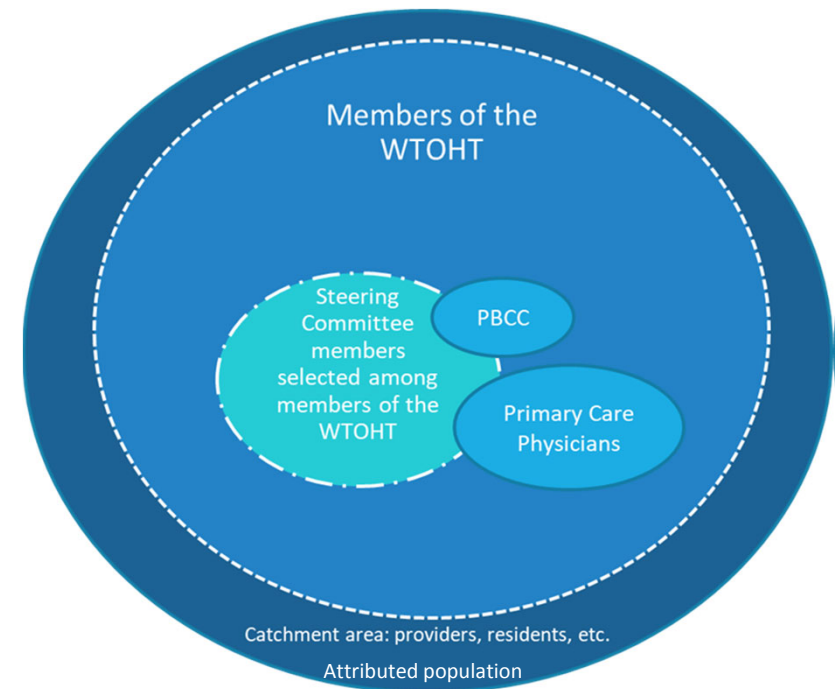
- We believe in equitable access to care and services for everyone in West Toronto and enabled by a population health approach to planning.
- We will ensure that the diversity of those we serve in West Toronto is reflected in our planning.
- We will be transparent and communicate regularly with each other.
- We will collaborate with patients and caregivers in ways that demonstrate positive impact.
- We will demonstrate fiscal responsibility and be accountable to patients and community.
- Together, we will apply a holistic, coordinated and integrated approach to planning for the population of West Toronto and collaborate towards the co-creation of the West Toronto OHT.
- We will value all partner contributions and respect diverse perspectives and expertise.
- We will commit to sharing our people, time, resources and expertise to make a greater impact.
- We will remain nimble and open to continuous learning.

Who can be a member of the WTOHT and what are their roles and responsibilities?

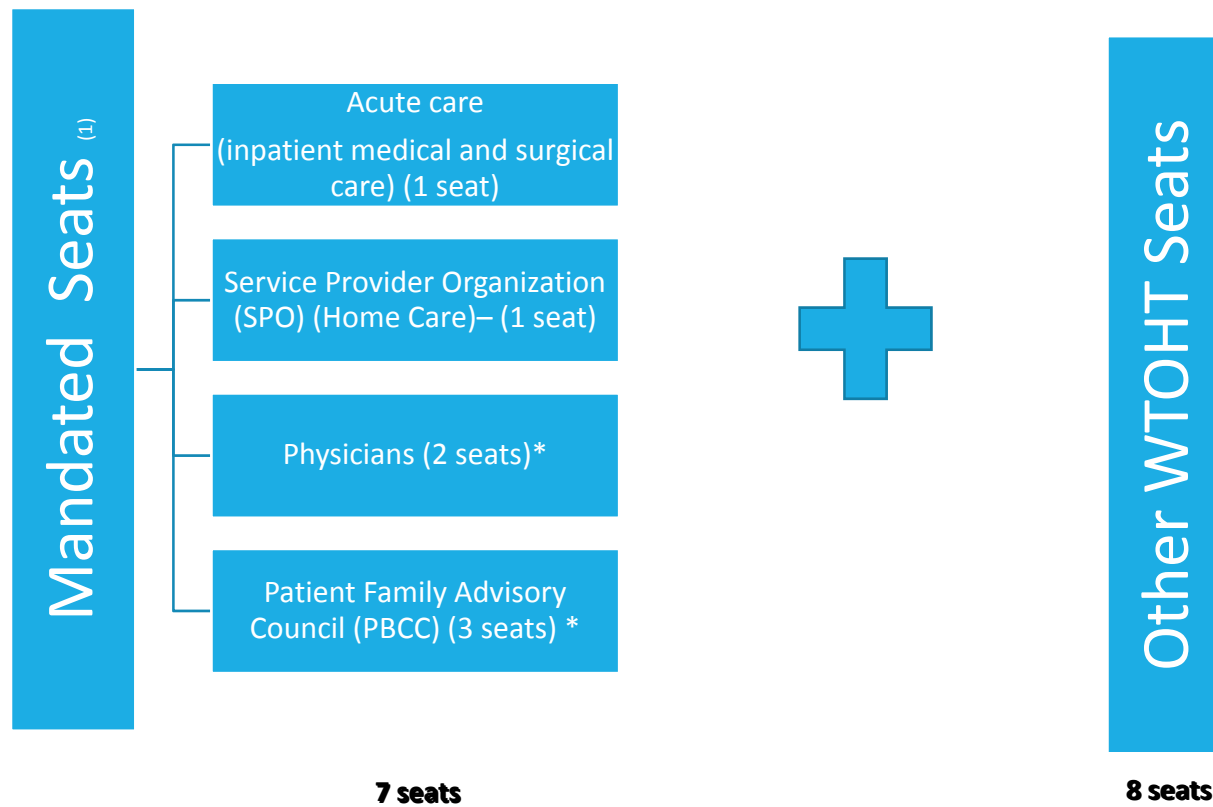
Definition of membership	Benefits and responsibilities of members
<p>Membership is open to all organizations that:</p> <ol style="list-style-type: none"> 1. Commit to the vision, guiding principles and Patient, Family and Caregiver Declaration of Values of the WTOHT; 2. Deliver health or social services to our attributed population; 3. Willingness to commit resources to achieve the vision and goals of the WTOHT (e.g. time, money, expertise, staff, space, communications); 4. Agree to work as a collective member of the WTOHT; and 5. Sign the Collaborative Decision Making Agreement (CDMA). <p><i>Individual Patients, Caregivers and Families and Physicians are eligible to participate through the WTOHT Partners for Better Care Council and WTOHT Physician Association (in development)</i></p>	<p>The members will</p> <ul style="list-style-type: none"> • participate in WTOHT annual planning to co-design and deliver on the vision of the WTOHT; • shape the WTOHT approach to care; • participate in and commit to implementing OHT service delivery initiatives including process changes from collaborative Quality Improvement Plan (cQIP) initiatives; • participate in the selection of the Steering Committee members; • contribute to working groups; • partake in a wide range of engagement and co-design activities so their perspectives and experiences are represented in the work of the WTOHT; and • participate in regular meetings and updates.

Approach for the Steering Committee membership

- Fifteen (15) SC members on a staggered term of 2-3 years
 - *In addition, Home and Community Care Support Services, Ontario Health and Toronto Public Health will be considered as ex officio/non voting members on the Steering Committee*
 - *WGs Chairs may be asked to attend the Steering committee meetings as ex officio/non voting members as needed*
- General representation, not specifically sector representation
- All members defined on slide 5 are eligible to apply
- Process for selecting SC members needs to be transparent
 - Voting by WTOHT members



Approach for the Steering Committee Membership

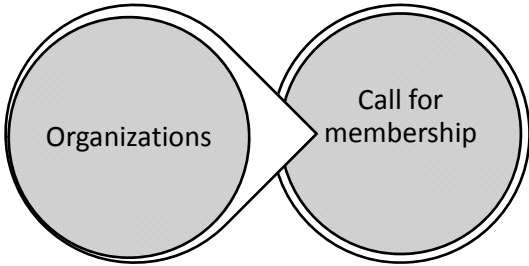


Approach for the WTOHT Membership

Individuals representation at SC through their WGs



Organizations representation at SC through a Call for membership



Call for WTOHT members and SC members

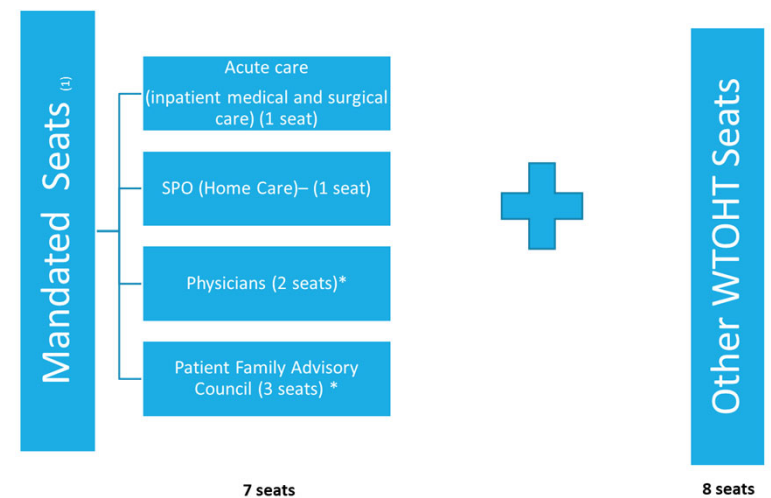
- **One selection process with two-tiered approach for organizations**

- *Call for membership* – to update WTOHT members
 - Governance WG will act as the nominations committee for the WTOHT membership
- *Call for Steering Committee members*
 - Governance WG will review applications and confirm that applicants meet criteria
 - Vote by WTOHT members to select SC members

- **Mandated organizations seats:**

- Acute Care seat is open to all acute care hospitals who meet the criteria for membership and apply to become a SC member
- SPO seat is open to all SPOs who meet the criteria for membership and apply to become a SC member

- All members will sign the existing CDMA until review and revisions are completed



Criteria to become a WTOHT member

Membership is open to all organizations that:

1. Commit to the [vision, guiding principles](#) and [Patient, Family and Caregiver Declaration of Values](#) of the WTOHT;
2. Deliver health or social services to our attributed population;
3. Willingness to commit resources to achieve the vision and goals of the WTOHT (e.g. time, money, expertise, staff, space, communications);
4. Agree to work as a collective member of the WTOHT; and
5. Sign the [Collaborative Decision Making Agreement \(CDMA\)](#).

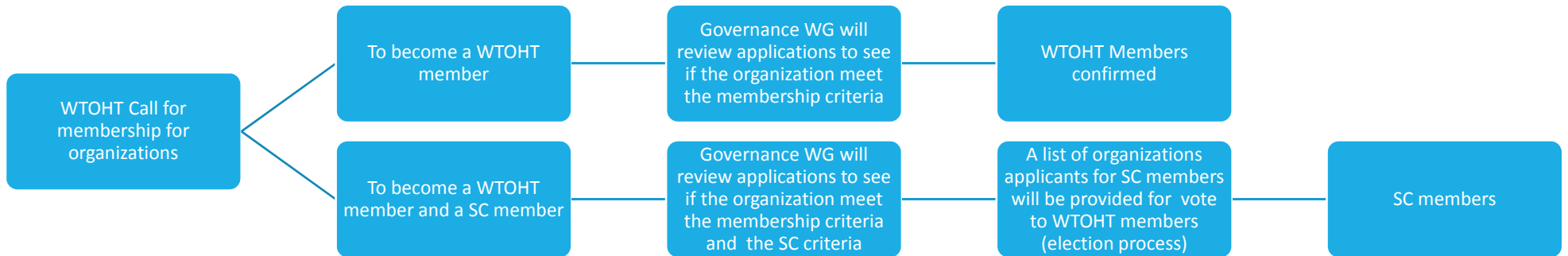
Individual Patients, Caregivers and Families and Physicians are eligible to participate through the WTOHT Partners for Better Care Council and WTOHT Physician Association (in development)

Criteria to become a WTOHT Steering Committee (SC) member

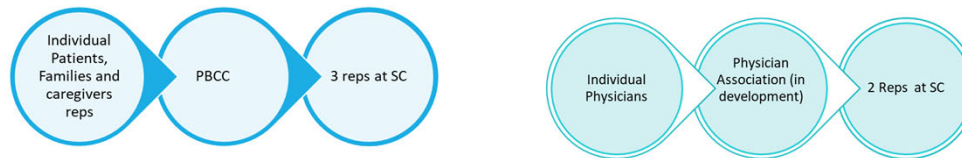
In addition to the membership considerations, additional criteria for SC member organizations:

- Organizations demonstrate commitment to health equity (for e.g. health equity framework, Health Equity Impact Assessment Tool (HEIA)) ;
- Organizations' work impact the current population working groups (COPD, Frail Seniors, MHA) and other high priority/vulnerable population;
- Organizations focus on clients' outcomes and accountable to what is important to their clients and the attributed population (community);
- Organizations have a willingness to be accountable for the shared OHT goals and objectives and responsible to the entire WTOHT members and community;
- Organizations commit to participate, provide and report data for the collaborative Quality Improvement Plans (cQIP) indicators;
- Organizations commit to the staggered term (2-3 years) representation at the SC ;
- Organizations commit to transparency including conflict of interests with WTOHT and potential financial benefits;
- Organizations commit to 10 hours per month for WTOHT work (at SC and other forums of the WTOHT); and
- Organizations are ambassadors of the WTOHT.

Suggested Process for organizations



Individuals representation at SC through their WGs



Note: The Governance WG, in an administrative role, will be applying the criteria defined (slides 10 and 11) for WTOHT members and WTOHT SC members

Process for membership



February 28, 2022
Update of
Governance WG to SC
members



Week of March 7,
2022
Special SC meeting
focused on structure
and membership



March 16, 2022
Presentation and
Kick off of Call for
membership at
Collaborative
Meeting



April 8, 2022
Deadline for call for
membership



April-May 2022
Review of
applications for
members and SC
members
Confirm WTOHT
membership in April
2022
Election process for
WTOHT SC members
in May 2022

Application Process

- Any organization can apply to become a member and a SC member of the WTOHT as long as they meet the criteria defined (*slides 10 and 11*)
- Interested organizations will complete the [application form](#) by April 8, 2022

Questions and Answers

Q&A

- **Can any organization become a member of the WTOHT?**
 - Yes, any organization can apply to become a member of the WTOHT as long as they meet the criteria of membership (defined on slide 10 in this presentation deck)
- **Can my organization apply to become a member of WTOHT, if I am already a member of another OHT?**
 - Yes, you will complete the application form and under Part A, Question 7, you will indicate whether you are a member of another OHTs or not
- **Can you provide some examples of how organizations can show their willingness to commit resources to achieve the vision and goals of the WTOHT esp. money?**
 - Any monetary contribution will be voluntary for WTOHT members. Examples include money for one-time expenses. At this point, there is no ask for any financial contribution from members to be part of the WTOHT. The WTOHT is funded for implementation of activities at this point.
- **How can I apply to become a member?**
 - You will complete Part A of the application form only.

Q&A

- **How can I apply to become a Steering Committee member?**
 - You will complete question 10 and will proceed to the Part B : Steering Committee Nomination, where you will have an additional eight (8) questions to respond.

- **How will the Steering Committee (SC) members be selected?**
 - The Governance WG will review all applications for general membership and SC membership and will provide a list of organizations applying for SC members as well as a copy of their application form to all members for the voting/election process. The voting/election process will take place on Survey Monkey and a link will be sent to all WTOHT members.

- **There will be 10 organization seats open at the Steering Committee (SC) what happens if more than 10 organizations are interested in becoming a SC member? What happens if there is less than 10 organizations applying?**
 - All organizations applicants for the SC seats will be reviewed to confirm they meet the general membership and SC criteria and their information will be shared with WTOHT members for vote/election process. WTOHT membership will be asked to select 10 organizations members out of the number of SC applicants.
 - if there are less than 10 applicants meeting the criteria, WTOHT may invite organizations members to apply for the SC seats for a second round or may decide to proceed with less than 10 organizations seats at the SC

Q&A

- **Will the current Steering Committee (SC) members stay?**
 - No, all SC members will go through the vote/election process. For e.g. If a current SC member organization is interested in remaining at the SC, the organization should apply through this new process.

- **How will the staggered term of 2/3 years at the SC be addressed?**
 - This will be discussed with the Steering Committee members once the vote/election process is completed.

- **How will the Chair(s) of the SC be selected?**
 - The Chair(s) of the SC will be selected once the new SC members are in place as per the updated Terms of reference for the WTOHT Steering Committee