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Minutes of the Assiniboine Regional Health Authority

Board of Directors

DATE: April 21, 2010

TIME: 1900 hours

PLACE: Corporate RHA Office – Souris

PRESENT: Dean Dietrich – Chair, Randy Hodge, Barry French, Bruce Dunning, Debbie Eastcott, Jacqueline Leforte, Marg MacDonald, Kristine Janz, Bonnie Proven, Eva Whitebird, Leona Williams, Harvey Patterson

REGRETS: Kelvin Nerbas

IN ATTENDANCE:

Penny Gilson – Chief Executive Officer

Ted Bartlett – VP Support Services / Capital Planning

Pat Cockburn – VP Programs & Standards

Garlen Maxwell – Executive Director Facility Services

Glenda Short – Executive Director Allied Services

Michelle Clark – Executive Director Primary Care / Medical Services

Kerry Takvam – Chief Financial Officer

Lara Bossert – Chief Communications/ Human Resource Office

EDUCATION SESSSION

C. Couling, Capital Planning Coordinator presented the Capital Plan for 2010/11. The Capital Plan process was reviewed and explained. There was \$8,878,640 of requests received from the various programs and services across the region. A prioritization process was undertaken by the Area Managers and Executive Management Committee to reach \$8,456,477 in recommendations being brought forward for Board approval; \$6,437,437 of which is being recommended for submission in the Health Plan to Manitoba Health for Specialized Equipment and Safety and Security Projects.

The Board posed the following questions:

- How do does the region determine the funding source for the Capital items? It was explained that it is dependent on a number of factors including Manitoba Health guidelines, safety issues, balances of donation/ equity accounts, etc.
- Board requested clarification on EMS replacement facility and EMS construction/ renovation. It should read Oak Lake – New facility and Boissevain – Replace EMS facility. C. Couling will amend the wording.

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- Rationale was requested for the variance in costs for the love seats for Personal Care Homes in Deloraine. C. Couling will look into this further and report back.
- It was questioned if servers are moved around the region from larger to smaller sites, etc. Yes, the servers are recycled and used in other facilities until they are no longer in working condition.

K. Takvam, Chief Financial Officer presented the expense details of the 2010/11 operating budget and highlighted the regional budget development process. The 2010/2011 preliminary operating budget was prepared based on the budget development guidelines and status quo operations. To date the region has not received the funding letter from Manitoba Health therefore Board approval will be deferred. The operating budget will require Board approval upon receipt of the region's funding letter from Manitoba Health.

1. CALL TO ORDER

D. Dietrich – Chair, called the meeting to order at 1900 hours.

2. Delegation from Assiniboine Municipal Health Action Committee

Members of the Assiniboine Municipal Health Action Committee attended the meeting to discuss the following issues:

- 1) Communication and Regional Meetings – it was suggested that possibly 2 larger more centrally located, longer meetings may be more efficient. Possibly one meeting held in the South (Souris) part of the region and one held in the North (Rivers) part of the region.
- 2) Brandon Medical School Proposal – They indicated that they are in discussion with Dr. Poff regarding the feasibility study on the Brandon Medical School proposal and are participating with Dr. Poff in meetings across the region.
- 3) Board Structure – Appointed versus Elected – The Committee has surveyed municipal councils on this issue with 85% of a total of 30 responses indicating support for at least partially elected Boards to ensure geographic distribution (total RHA Town/Municipal Councils is 73). It was noted that the current geographic distribution of the Board is pretty balanced. It was asked if the Board has considered this issue. It was suggested that this is not within the Board of Directors mandate.
- 4) Budget and financial commitment to existing facilities – The group asked about the region's capital plan and commitment to aging capital infrastructure. The Capital plan and prioritization process was explained to the group.
- 5) Amalgamation of Regional Health Authorities – the group wondered if there was any talk re: amalgamating Assiniboine RHA with Brandon RHA? There

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has been nothing discussed with the region at this point in time.

The Board thanked the group for coming and for their questions. The Board will discuss feedback from the delegation at the May Board meeting and then follow up in writing to the Assiniboine Municipal Health Action Committee.

3. ADOPTION OF AGENDA

The agenda was previously distributed and items 6.1.2 Borrowing Resolution – Russell Hemodialysis and 8.4 Shoal Lake Hospital was added.

MOTION: That the agenda of the regular ARHA Board of Directors meeting of April 21, 2010 be approved as amended.

MOVED BY: L. Williams

SECONDED BY: B. Proven

CARRIED

4. REVIEW & ADOPTION OF MINUTES

4.1 Regular Meeting Minutes – March 17, 2010

The minutes of the March 17, 2010 Board meeting were previously distributed and reviewed. It was asked that names in the motion be either full names or first initial and last name.

MOTION: That the Assiniboine Regional Health Authority Board of Directors approve the minutes of the regular meeting held March 17, 2010 as amended.

MOVED BY: J. Leforte

SECONDED BY: M. McDonald

CARRIED

5. OWNERSHIP LINKAGE

5.1 Community Meetings

Neepawa held their grand opening for the EMS garage on Tuesday, April 20th. Honorable Teresa Oswald, Minister of Health, attended the meeting and brought greetings on behalf of the province.

5.2 Referral Items

The next AHAC meeting has been tentatively scheduled for June 25th in Souris. The intent of the meeting is to review the Community Health Assessment findings and to discuss outcomes of the Board Strategic Planning session.

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6. MONITORING

6.1 Finance Committee

6.1.1 February 28, 2010 Financial Report

The Board was provided copies of the February 28, 2010 financial statement and Finance Report for the Assiniboine Regional Health Authority.

The February 28, 2010 funding surplus reported on the financial statement is \$2,821,268. After adjustments for Due from/to Manitoba Health, as found in the finance report, the reported year to date funding shortfall is (\$484,982).

The February financial report identifies the 2009/10 Projected Year-End Surplus / (Funding Shortfall) of \$(1,200,000). Accumulated net assets – unrestricted (operating equity) of \$4,445,709 will be used to cover this shortfall.

MOTION: That the Assiniboine Regional Health Authority Board of Directors approve the February 28, 2010 Financial Report showing a year-to-date funding shortfall of \$484,982, a projected year end funding shortfall of \$1,200,000 and a regional equity balance of \$4,445,709, for a net projected surplus of \$3,245,709.

MOVED BY: R. Hodge

SECONDED BY: D. Eastcott

CARRIED

6.1.2 Borrowing Resolution – Russell Hemodialysis

The Board was provided with a borrowing resolution for the Russell Health Centre Hemodialysis Unit along with a letter of comfort from Manitoba Health.

MOTION: THAT the persons authorized by the Authority to borrow upon the credit of the said Borrower by means of a promissory note or notes of the Borrower or by overdraft on the account of the Borrower, repayable on demand, the sum of \$4,916,876.00 (Four Million, Nine Hundred and Sixteen Thousand, Eight Hundred and Seventy-Six Dollars), with interest thereon calculated and payable monthly at a rate equal to Royal Bank of Canada Prime minus 0.80% interest rate in effect from time to time, as well after as before maturity, default and judgment, with interest on overdue interest at the same rate as on the principal. For the purpose hereof, Prime interest rate means the rate then in effect for determining interest rates on Canadian dollar commercial loans in Canada.

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THAT when by promissory note or notes they shall be signed by the persons authorized by the Board of Directors to sign promissory notes, be duly executed and given to the said Bank for the amount so borrowed with interest as aforesaid, and when by overdraft the cheques shall be signed by persons authorized by the Board of Directors to sign cheques.

THAT the said Borrower hereby charges to the said Bank any monies payable to the said Borrower from the Manitoba Health Insurance Plan in respect to the cost of providing service to persons insured under the provisions of the Health Service Insurance Act.

THAT nothing herein contained shall waive, prejudicially affect or exclude any right, power or benefit or security by statute, common law or otherwise given to or implied in favour of the said Bank.

MOTION: B. Proven

SECONDED BY: R. Hodge

CARRIED

6.2 Governance Committee Report

No report at this time.

6.3 Board Monitoring Reports

The Board reviewed Executive Limitation Monitoring reports EL- 1 General Executive Constraint and EL-4 Partnerships as per the Board annual review schedule.

MOTION: That the Assiniboine RHA Board of Directors approve the Executive Limitation EL-1 General Executive Constraint as circulated.

MOVED BY: H. Patterson

SECONDED BY: J. Leforte

CARRIED

MOTION: That the Assiniboine RHA Board of Directors approve the Executive Limitation EL-4 Partnership as circulated.

MOVED BY: D. Eastcott

SECONDED BY: H. Patterson

CARRIED

6.4 Board Post Meeting Evaluation Form

The Board of Directors were asked to complete the meeting evaluation form and submit at the end of the meeting for compilation.

7. RISK MANAGEMENT/PATIENT SAFETY

7.1 Primary Care CSQ Report

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The Board was provided a copy of the Primary Care Client Satisfaction Questionnaire 2009 annual report. Overall the report was very positive in the areas where the region has implemented primary care nursing roles.

7.2 Accreditation Canada Correspondence

It was indicated that the Accreditation Decision Committee has reviewed the evidence submitted by the Assiniboine Regional Health Authority as a condition of the accreditation decision granted in August 2009. As a result of that review, it was advised that those conditions have been met.

8. DECISION ITEMS

8.1 Physician Privileges

The Board reviewed the extension of temporary privileges for Dr. Dan Onyshko (Minnedosa) as recommended by the Medical Advisory Committee.

MOTION: That the Assiniboine RHA Board of Directors approve in accordance with article 4.9.2 of the ARHA Medical Staff By-Law, the extension of temporary privileges for Dr. Dan Onyshko as recommended by the Medical Advisory Committee and stated in their meeting minutes dated March 18, 2010.

MOVED BY: E. Whitebird

SECONDED BY: B. Dunning

CARRIED

The Board reviewed and approved full privileges for the following physicians as recommended by the Medical Advisory Committee.

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Physician	Facility	Request	DECISION
Dr. Frances Berard	Treherne On-Call	STATUS QUO	- approve current privileges.
Dr. Chris Breneman	Hamiota	STATUS QUO	- approve current privileges.
Dr. David Cram	Souris	STATUS QUO	- approve current privileges.
Dr. Denis Fortier	Treherne On-Call	STATUS QUO	- approve current privileges.
Dr. David Kristjanson	Hamiota	STATUS QUO	- approve current privileges.
Dr. Diedrick Muller	Shoal Lake	STATUS QUO	- approve current privileges.
Dr. Antoine Meyer Nell	Boissevain	STATUS QUO	- approve current privileges.
Dr. Wickus Pieterse	Russell	STATUS QUO	- approve current privileges.
Dr. Anita Pople	Rivers	STATUS QUO	- approve current privileges.
Dr. Allan Ranson	Hamiota	STATUS QUO	- approve current privileges.
Dr. Mattys Roos	Rosburn	STATUS QUO	- approve current privileges.
Dr. Jan Gideon (Don) Roux	Virden	STATUS QUO	- approve current privileges.
Dr. Walther Swanepoel	Glenboro/Baldur	STATUS QUO	- approve current privileges.
Dr. Hendrik Venter	Shoal Lake	STATUS QUO	- approve current privileges.
Dr. Gisele Viens	Treherne On-Call	STATUS QUO	- approve current privileges.
Dr. Graham White	Glenboro	STATUS QUO	- approve current privileges.
Dr. Karen Juce	Hamiota	Status quo & Schedule B additions: Critical care: Synchronized cardio version	Approve current privileges.
Dr. Della Lee	Wawanesa	STATUS QUO	-approve current privileges
Dr. Jane Ward	Carberry	Status quo & Schedule B additions: Conscious Sedation	-approve current privileges

MOTION: That the Assiniboine RHA Board of Directors approve the above Medical Staff privileges as recommended by the Medical Advisory Committee and stated in their meeting minutes dated March 18, 2010.

MOVED BY: K. Janz

SECONED BY: B. Proven

CARRIED

8.1.1 Medical Advisory Committee Reappointment

The Board approved reappointment of Dr. Roux (Virden) to the Medical Advisory Committee.

MOTION: That the Assiniboine RHA Board of Directors reappoint Dr. Roux (Virden) to the Medical Advisory Committee as recommended by the Medical Advisory Committee.

MOVED BY: D. Eastcott

SECONED BY: B. French

CARRIED

8.2 AHAC Nominations 2010

The Board reviewed and appointed the following people to the Assiniboine Health Advisory Council.

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MOTION: That the Assiniboine Regional Health Authority Board of Directors appoints Mary Conway, Bill Bryant and Richard Funk and reappoints Gordon Powell, Morley Butler, Bob Durston, Charlene Smith, Roy Hathaway, Rick Schoonbaert, Marvin Elder, Don Yanick, Bonnie Beyak, Brent Fortune, Cecile McMurray, Deborah Johannson, Garry Williams, Karen Paulson, Kathryn Jasienczyk, Keith Wadham, Manson Moir, Mary Barton, Pat Kirk, Robert Muir, Ron Carr, Ross Tycoles, Vaughn Ramsay, Earl Malyon, Maxine Chacun, Ronald Forsman, Linda Potter, and Carolyn Porter to the Assiniboine Health Advisory Council:

MOVED BY: L. Williams

SECONDED BY: H. Patterson

CARRIED

8.3 2010/11 Capital Plan

The Board approved the Capital plan as per C. Couling's presentation during the education session.

MOTION: That the Assiniboine RHA Board of Directors approve the 2010/11 Capital Plan pending receipt of funding from identified sources.

MOVED BY: R. Hodge

SECONDED BY: H. Patterson

CARRIED

8.4 Emergency Medical Services (Ambulance) Fees

Emergency Medical Services in Manitoba remains not fully funded or insured. There are two types of transports – primary and inter-facility. Primary calls are those initiated through 911 and the patient is then billed as per the approved rates. Inter-facility transport occurs between designated health facilities for specific defined reasons as per provincial policy and must be medically necessary. The majority of these transfers are funded by Manitoba Health.

User fees continue to be needed to cover the associated costs of offering this service. The last rate increase levied in the Assiniboine Regional Health Authority was in July 2007 and since that time the annual cost to deliver the service has gone from \$5,083,512 (2006 – 2007) to \$6,789,122 (2009 – 2010 projected).

A review of rates in other RHAs was discussed. It was noted that the ARHA rates do not include any surcharges for Advanced Life Support interventions (which if had been levied in 2009 would have resulted in an approximate increased revenue of \$128,000.00) or municipal surcharges levied by municipally operated services. It was also noted that the Assiniboine region operates the most stations per population

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than any of the other regions. As a result, the very low call volumes in some stations result in a very high cost per call.

Each year there is a need to review these rates to determine the need for an increase and the region has generally done this in consultation with Manitoba Health. The 2009/10 projected year end shortfall for EMS is \$818,818.0.00

Proposed Rate for 2010/11:

The proposed rate for 2010/11 is based on the following assumptions:

- That call demographics (i.e. volume and breakdown between Primary and Interfacility calls, etc.) will remain similar to that experienced in 2009/10.
- Any salary increase or contract related monetary agreements will be funded.
- Hourly averages of overall calls (i.e. waiting times, travel times due to shifts in service, etc.) will remain similar.
- System design will remain the same (i.e. if there is a need to move to more dedicated EFT positions versus casual positions in a particular station(s), this could significantly change the budget as 87% of the budget is directly related to salaries/benefits).
- In order for the proposed rates to result in a balanced budget, they would need to be implemented April 1, 2010. As this will not be the case, a shortfall (albeit less) will continue to be projected.

The Board had a lengthy discussion on the proposed new rates and the potential burden for users. It was suggested that the per loaded kilometer rate stay the same (\$2.50/loaded km), and increase the base rate to make up the difference. The Board felt that the per kilometer rate was creating too much of an inequity for those that live further away from a hospital or are impacted by the number of facilities that no longer offer ER services. Staff will take this back and finalize numbers based on this amended proposal.

The increase will be effective July 1, 2010 so that communication to the public can occur.

MOTION: That the Assiniboine RHA Board of Directors approve increasing the EMS user fees as per the amended proposal to be effective July 1, 2010.

MOVED BY: K. Janz

SECONDED BY: B. French

CARRIED

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B. Proven requested that her opposing vote be recorded.

8.5 Shoal Lake Hospital

The region has received an offer to purchase the old Shoal Lake Hospital which has been deemed surplus capital by the region since construction of the new Hospital. The Board deferred this item given concerns raised by the community. Staff will follow up on these concerns.

9. REPORTS

9.1 Executive Management Committee Report – April 2010

The Executive Management Committee report was circulated to the Board for information. The following updates were provided:

- East View Lodge – The community continues working with a potential developer.
- MANQAP (Manitoba Quality Assurance Program) – Members of the Executive met with MANQAP to discuss the progress in our region for lab and imaging. Overall positive feedback regarding progress in the ARHA.
- The Assiniboine RHA Community H1N1 Response Team won the award from the College of Registered Nurses of Manitoba for the Interdisciplinary Health Care Team Award. The College will honor the award recipients on May 13th in Winnipeg.
- Russell Hemodialysis sod turning has tentatively been scheduled for May 6, 2010.
- Community Health Assessment Report has been finalized and bound copies are available for Board members. Please read the report prior to the Strategic Planning session.
- First Nation communities are expressing interest in having Nurse Practitioners / Physicians provide some service and the region is working with them on this.

9.2 Brandon RHA Report

M. McDonald provided the following information:

- Recruitment process for the BRHA Chief Executive Officer is underway.
- The BRHA Board had a presentation from the Dean of Medicine from the University of Manitoba re: increasing rural training capacity.

9.3 Provincial Meeting Report

No provincial Meeting report at this time as the Chief Executive Officer was on vacation.

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10. CORRESPONDENCE

All Correspondence was listed for information purposes only.

10.1 Letter from MB Health re: Health Innovation Network

11. INFORMATION

The following was circulated to the Board for information only:

- 11.1 Board Expense Claim Form
- 11.2 Updated Schedule for Stakeholder Meetings
- 11.3 News Release re: Backyard Vegetable Garden Workshops
- 11.4 Information Bulletin re: Camp Bridges

12. BOARD MEMBER INQUIRIES

- K. Janz informed the Board that she is attending a 2 day workshop on Ethics as she currently sits on the Brandon RHA Ethics Committee. Will provide a report to the Board following the workshop.
- It was indicated that the region must be cautious in sending out invitations to the Camp Bridges program. Some individuals do not appreciate the invitations. This feedback will be provided to staff.
- There have been numerous concerns regarding the reception at the Minnedosa Health Center and not being able to get through to anyone. This issue will be followed up on with site personnel.

13. IN CAMERA SESSION

No in camera session was held.

14. DATE AND TIME OF NEXT MEETINGS

**May 19, 2010 at 1730 hours in Souris
Governance Committee Meeting – May 10, 2010 @1700 by conference call**

Upcoming Stakeholder meetings:

DATE	TIME	LOCATION	MEETING SPACE
April 23 rd	0845-0930	Souris	Council Chambers 100 2 nd Street South
April 23 rd	1200-1245	Melita	Council Chambers 79 Main Street
April 26 th	0900-0945	Virden	Council Chambers 236 Wellington Street West
April 26 th	1145-1230	Birtle	RM Office 618 Main Street
April 27 th	1445-1530	Rivers	Council Chambers 670 2 nd Ave

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April 28 th	0900-0945	Killarney	Council Chambers 415 Broadway Ave
April 28 th	1545-1630	Glenboro	Council Chambers 618 Railway Ave
April 29 th	1145-1230	Neepawa	County Courthouse 280 Hamilton Street

15. ADJOURNMENT

MOTION: That the ARHA Board of Directors meeting held April 21, 2010 be adjourned.

MOVED BY: B. French

SECONDED BY: D. Eastcott

CARRIED

The meeting was adjourned at 2105 hours.

D. Dietrich, Board Chair

Penny Gilson, CEO