

**Minutes of the  
Assiniboine Regional Health Authority**

**Board of Directors**

**DATE:** December 15, 2010

**TIME:** 1630 hours

**PLACE:** Via conference call

**PRESENT:** Dean Dietrich, Marg McDonald, Bonnie Proven Randy Hodge, Barry French, Leona Williams, Pat Phillips, Debbie Eastcott, Kristine Janz, Laura McDougald – Williams and Eva Whitebird, Jacquie Leforte

**REGRETS:** Bruce Dunning, Kelvin Nerbas

**IN ATTENDANCE:**

Penny Gilson – Chief Executive Officer

Pat Cockburn – VP Programs & Standards

Dr. Elise Weiss – VP Medical Services

Kerry Takvam – VP Corporate Services

Debbie Clevett – VP Community Services

Lara Bossert – Chief Communications/ Human Resource Office

Meagan Perkin – Executive Assistant (CEO)

**EDUCATION SESSSION**

No education session.

**1. CALL TO ORDER**

Dean Dietrich; Chair, called the meeting to order at 1635 hours.

**2. ADOPTION OF AGENDA**

Due to the extreme weather conditions, a revised condensed agenda was sent out earlier today given the decision to change the meeting to a teleconference.

**MOTION:** That the agenda of the regular ARHA Board of Directors meeting of December 15, 2010 be approved as amended.

**MOVED BY:** L. Williams

**SECONDED BY:** P. Phillips

**CARRIED**

### **3. REVIEW & ADOPTION OF MINUTES**

#### **3.1 Regular Meeting Minutes – November 17, 2010**

The minutes of the November 17, 2010 Board meeting were previously distributed and reviewed. Spelling error noted on page 10 – should be rural site – not sit.

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

**MOVED BY: D. Eastcott**

**SECONDED BY: J. Leforte**

**CARRIED**

### **4. MONITORING**

#### **4.1 Finance Committee Report**

##### **4.1.1 October 31, 2010**

The Board was provided copies of the October 31, 2010 financial statement and Finance Report for the Assiniboine Regional Health Authority.

The October 31, 2010 funding surplus reported on the financial statement is \$2,187,038. After adjustments for Due from/to Manitoba Health, as found in the finance report, the reported year to date funding surplus is \$862,103.

The October Financial report identified the 2010/11 Projected Year-End Surplus / (Funding Shortfall) of (\$1,500,000). This is a reduction from the originally budgeted \$2.3 million shortfall. The biggest factor impacting this was the long term care nursing salary and benefits.

Question regarding EMS – will the increase in rates next year cover the region's EMS expenses? It was explained that the EMS budget is determined based on several assumptions such as call volumes which are difficult to predict with 100% accuracy. Trending is used to estimate call volumes to the extent possible. Rates are then established with the hope that income will cover expenses but this is not always the case. Any negotiated collective agreement items that have a monetary impact can also impact expenses although generally and historically these items have been funded by Manitoba Health.

**MOTION: That the Assiniboine Regional Health Authority Board of Directors approve the October 31, 2010 Financial Report showing a**

year-to-date funding surplus of \$862,103, and a projected year end funding shortfall of (\$1,500,000).

MOVED BY: R. Hodge

SECONDED BY: B. Proven

CARRIED

#### **4.1.2 Borrowing Resolution re: ADT Expansion and Centricity**

The Board was provided with a borrowing resolution for 2010/11 Small IT Projects submitted and approved for funding: Admission Discharge Transfer Expansion and Centricity (pharmacy) in the amount of \$445,670.00 along with a letter of comfort from MB 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 \$445,670.00 (Four Hundred and Forty Five Thousand, Six Hundred and Seventy 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.**

**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.**

MOVED BY: D. Eastcott

SECONDED BY: B. French

CARRIED

#### **4.2 Governance Committee Report**

#### **4.2.1 Meeting Minutes – November 8, 2010**

The Board received the November 8<sup>th</sup> Governance Committee meeting minutes for information.

#### **4.2.2 EL-3 Treatment of Staff, Volunteers and Independent Practitioners**

The Board reviewed the recommendations made by the Governance Committee.

**MOTION: That the Assiniboine RHA Board of Directors approve the Executive Limitation Policy EL-3 Treatment of Staff, Volunteers and Independent Practitioners as recommended by the Governance Committee.**

**MOVED BY: B. Proven**

**SECONDED BY: K. Janz**

**CARRIED**

#### **4.2.3 EL-10 Communication and Support to the Board of Directors**

The Board reviewed the recommendations made by the Governance Committee.

**MOTION: That the Assiniboine RHA Board of Directors approve the Executive Limitation Policy EL-10 Communication and Support to the Board of Directors as recommended by the Governance Committee.**

**MOVED BY: B. Proven**

**SECONDED BY: K. Janz**

**CARRIED**

The remaining policies were emailed and will be on the agenda for review in January. This includes the following Executive Limitation Policies:

**4.2.4 EL – 5 Financial Planning**

**4.2.5 EL – 6 Financial Condition**

**4.2.6 EL – 8 Asset Protection**

**4.2.7 EL – 9 Compensation and Benefits**

**4.2.8 EL – 12 Public Representation**

#### **4.3 Board Monitoring Reports**

The Board monitoring reports for EL-8 Asset Protection and EL-9 Compensation and Benefits were circulated in the board packages for information. Board Members were encouraged to contact the CEO with any questions.

### **5. RISK MANAGEMENT / PATIENT SAFETY**

#### **5.1 Long Term Care Client Satisfaction Questionnaire Report 2010**

This report will be included in the January Board packages and will be discussed further at the January Board meeting.

## **6. DECISION ITEMS**

### **6.1 Physician Privileges**

The Board was requested to approve Medical Staff privileges/appointments for Dr. Onyshko, Dr. Ross, Dr. Shariati and Dr. Dixon as recommended by the Medical Advisory Committee.

**MOTION: That the Assiniboine RHA Board of Directors approve the following Medical Staff privileges/appointments: Dr. Onyshko – full privileges; Dr. Ross – locum full privileges; and Dr. Shariati and Dr. Dixon - full privileges and appointment to Active Staff as recommended by the Medical Advisory Committee.**

**MOVED BY: D. Eastcott**

**SECONDED BY: P. Phillips**

**CARRIED**

### **6.2 Handi Van Transfer Agreement**

The Board approved transitioning the Baldur and Treherne services back to the community at the September Board meeting; it was indicated that the final transfer agreements have been worked through with the communities and will be signed by the Board Chair/ CEO with transition taking effect January 1, 2011.

### **6.3 AHAC Nomination**

The Board reviewed and approved the nomination for Scott Phillips to the Assiniboine Health Advisory Council.

**MOTION: That the Assiniboine RHA Board of Directors approve the appointment of Scott Phillips to the Assiniboine Health Advisory Council for the 2010 term.**

**MOVED BY: B. Proven**

**SECONDED BY: L. Williams**

**CARRIED**

### **6.4 MGEU Community Support – Ratification of Agreement**

The Board reviewed summary details of the MGEU Community Support agreement recently negotiated between the Labor Relations Secretariat (on behalf of the employers) and MGEU.

The MGEU Community Support agreement covers Home Care Attendants, Home Support Workers, Proctors, Family First Home Visitor and a variety of clerical positions.

There was a question about whether the monetary implications of the new agreement will be funded. It was explained that all RHAs complete templates detailing costs of the new agreement and submit them provincially

and historically these costs have been funded. It is assumed this will also be the case relative to the items negotiated under this collective agreement.

**MOTION: That the Assiniboine Regional Health Authority Board of Directors ratify the agreement reached with the Manitoba Government and General Employees Union – Community Support, as endorsed by the Labour Relations Secretariat and ratified by the Assiniboine Regional Health Authority MGEU CS membership, subject to satisfactory assurance that ongoing funding from Manitoba Health will adequately cover the increased cost of wages, premiums, benefits and other monetary terms and conditions of the agreement.**

**MOVED BY: B. French**

**SECONDED BY: R. Hodge**

**CARRIED**

#### **6.4 Elderly Persons Housing Units' Roof Replacements Briefing Note**

It was indicated that the roof at the Tiger Hills Villa and Lakeshore Lodge needs to be replaced in the spring / summer of 2011. Roof Assessment Reports have been completed by Agassiz Consulting group LTD. The ARHA has confirmed that funding for the roof replacements is unavailable from Manitoba Housing therefore; funding will be utilized from the EPH Replacement Reserve Funds.

A question was asked about whether these projects would be tendered locally? Yes tenders will be issued, including local newspapers.

**MOTION: WHEREAS, the Assiniboine Regional Health Authority inherited responsibility for the operation of these elderly persons housing units; and  
WHEREAS, the Assiniboine Regional Health Authority has confirmed that funding for the roof replacements is unavailable from Manitoba Housing;**

**THEREFORE BE IT RESOLVED: that the Assiniboine Regional Health Authority Board of Directors hereby authorize that the Tiger Hills Villa and Lakeshore Lodge Elderly Persons Housing Units' roofs be replaced utilizing EPH Replacement Reserve Funds.**

**MOVED BY: D. Eastcott**

**SECONDED BY: J. Leforte**

**CARRIED**

## **7 REPORTS**

### **7.1 Executive Management Committee Report – November 2010**

The Executive Management Committee report was circulated to the Board for information. Verbal updates were provided regarding Physician services; gastrointestinal outbreaks; recent donations from a Foundation to Personal Care Homes in the region; nursing staffing; and a recent complaint received regarding meals provided in facilities and through the Meals on Wheels program in one community. It was also indicated that Bruce Dunning has indicated his intent to resign from the Board prior to the end of the calendar year due to other commitments.

D. Dietrich reported briefly on the Council of Chairs meeting that was held last week in Winnipeg.

## **8 CORRESPONDENCE**

The following correspondence were listed for information:

- 8.1** Letter to Minister of Health re: ARHA Board meetings
- 8.2** Letter to Carberry Health Auxiliary re: dissolution of the Carberry & Area Health Auxiliary
- 8.3** Letter from concerned resident re: Baldur Health Centre and letter of reply from ARHA.

## **9 DATE AND TIME OF NEXT MEETINGS**

Regular Board meeting – January 19, 2010 at 5:30 pm at Souris RHA office.

Finance Conference Call – January 10, 2010 at 1730 hours.

## **10 ADJOURNMENT**

**MOTION: That the ARHA Board of Directors meeting held December 15, 2010 be adjourned.**

**MOVED BY: L. Williams**

**SECONDED BY: J. Leforte**

**CARRIED**

The meeting was adjourned at 1725 hours.

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D. Dietrich, Board Chair

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Penny Gilson, CEO