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## Minutes of the Assiniboine Regional Health Authority

### Board of Directors

**DATE:** January 20, 2010

**TIME:** 1730 hours

**PLACE:** Corporate RHA Office – Souris

**PRESENT:** Dean Dietrich – Chair, Randy Hodge, Barry French, Kelvin Nerbas, Bruce Dunning, Debbie Eastcott, Diana Heneghan, Leona Williams, Marg MacDonald, Don Cataford, and Eva Whitebird.

**REGRETS:** Jacqueline Leforte, Kristine Janz, Bonnie Proven, Harvey Patterson

#### **IN ATTENDANCE:**

Penny Gilson – Chief Executive Officer

Ted Bartlett – VP Support Services / Capital Planning

Deb Clevett – VP Community Services

Kerry Takvam – Chief Financial Officer

Lara Bossert – Chief Communications/ Human Resource Officer

Meagan Perkin – Executive Assistant

#### **EDUCATION SESSION**

Debbie Clevett, VP Community Health Services and Bonnie McKay, Aboriginal Health Coordinator, provided an informational presentation on the Aboriginal Health strategies in the Assiniboine Region.

#### **1. CALL TO ORDER**

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

#### **2. ADOPTION OF AGENDA**

The agenda was previously distributed and reviewed.

**MOTION:** That the agenda of the regular ARHA Board of Directors meeting of January 20, 2010 be approved as circulated.

**MOVED BY:** M. McDonald

**SECONDED BY:** D. Eastcott

**CARRIED**

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## 3. REVIEW & ADOPTION OF MINUTES

### 3.1 Regular Meeting Minutes – December 16, 2009

The minutes of the December 16, 2009 Board meeting were previously distributed and reviewed.

**MOTION: That the Assiniboine Regional Health Authority Board of Directors approve the minutes of the regular meeting held December 16, 2009 as presented.**

**MOVED BY: K. Nerbas**

**SECONDED BY: B. Dunning**

**CARRIED**

## 4. OWNERSHIP LINKAGE

### 4.1 Community Meetings

It was indicated that the opening for the Killarney ultrasound unit will take place on Tuesday, January 26<sup>th</sup> at 2:00 pm at the Tri-Lake Health Centre.

### 4.2 Referral Items

The next Assiniboine Health Advisory Committee meeting will be held on January 25, 2010 from 10:00 am – 3:00 pm at the Kirkup Lounge in Souris, Manitoba. Agenda items include: Patient Representative from Brandon RHA; feedback from the H1N1 clinics and communication. Board members are encouraged to attend if at all possible.

## 5. MONITORING

### 5.1 Finance Committee

#### 5.1.1 October 31, 2009 Financial Report

The Board was provided copies of the November 30, 2009 financial statement and Finance Report for the Assiniboine Regional Health Authority.

The November 30, 2009 funding surplus reported on the financial statement is \$1,861,216. After adjustments for Due from/to Manitoba Health, as found in the finance report, the reported year to date funding shortfall is (\$619,972).

The November financial report identifies the 2009/10 Projected Year-End Surplus / (Funding Shortfall) of (\$2,000,000). Accumulated net assets – unrestricted (operating equity) of \$4,445,709 will be used to offset this shortfall.

The pre-retirement actuarial valuation may have an impact on the

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projected year end financial position. Also the level of H1N1 funding and the costs of the CUPE vacation grievance are unknown at this time.

K. Takvam and P. Gilson are participating on a teleconference with Manitoba Health next week to discuss the region's financial position and the current challenges that are contributing to the region's shortfall.

**MOTION: That the Assiniboine Regional Health Authority Board of Directors approve the November 30, 2009 Financial Report showing a year-to-date funding shortfall of \$619,972, a projected year end funding shortfall of \$2,000,000.00 and a regional equity balance of \$4,445,709, for a net projected surplus of \$2,445,709.**

**MOVED BY: R. Hodge**

**SECONDED BY: D. Heneghan**

**CARRIED**

## 5.2 Governance Committee Report

The Board reviewed Governance Process Policies GP-4 Board of Directors Evaluation, GP-11 Expectations of Chair and Vice-Chair and GP-12 Board Committee Principles as recommended by the Governance Committee.

### 5.2.1 GP-4 Board of Directors Evaluation

The Governance Committee revised the evaluation forms to reflect some of the suggestions made by Board members back in the fall.

**MOTION: That the Assiniboine RHA Board of Directors approve Board Governance Process Policy GP-4 Board of Directors Evaluation as recommended by the Governance Committee.**

**MOVED BY: B. French**

**SECONDED BY: M. McDonald**

**CARRIED**

### 5.2.2 GP-11 Expectations of Chair and Vice Chair

The Board reviewed policy GP-11 Expectations of Chair and Vice Chair as recommended by the Governance Committee.

**MOTION: That the Assiniboine RHA Board of Directors approve Board Governance Process policy GP-11 Expectations of Chair and Vice Chair as recommended by the Governance Committee.**

**MOVED BY: D. Eastcott**

**SECONDED BY: R. Hodge**

**CARRIED**

### 5.2.3 GP-12 Board Committee Principles

The Board reviewed policy GP-12 Board Committee Principles.

**MOTION: That the Assiniboine RHA Board of Directors approve Board Governance Process policy GP-12 Board Committee Principles as recommended by the Governance Committee.**

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**MOVED BY: L. Williams**  
**SECONDED BY: K. Nerbas**

**CARRIED**

## **5.3 Board Monitoring Reports**

The Board reviewed Executive Limitation Monitoring reports EL-10 Communication and Support to the Board and EL-11 Access to Services as per the Board annual review schedule.

**MOTION: That the Assiniboine RHA Board of Directors approve the Executive Limitation EL-10 Communication and Support to the Board as presented.**

**MOVED BY: B. Dunning**  
**SECONDED BY: M. McDonald**

**CARRIED**

**MOTION: That the Assiniboine RHA Board of Directors approve the Executive Limitation Monitoring Report EL-11 Access to Services as presented.**

**MOVED BY: D. Heneghan**  
**SECONDED BY: D. Cataford**

**CARRIED**

## **5.4 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.

## **5.5 Quarterly Board Meeting Evaluation Results**

The Board reviewed the meeting evaluation results from September to November of 2009. The meeting evaluations showed nothing but positive results. A comment regarding having difficulty hearing at times was noted and Board Members were encouraged to advise when they are unable to hear so that speakers can adjust to ensure that everyone can hear.

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

### **6.1 Workers Compensation Board Report**

The Board reviewed the Workers Compensation Board report with reference to the region's rate and WCB claims. It was encouraging to note that injuries are generally lower than last reports which is positive for staff and also results in a levy savings for the region for 2010.

## **7. DECISION ITEMS**

### **7.1 Physician Privileges**

The Board reviewed privileges for Dr. White and extension of temporary privileges for Dr. Bishay as recommended by the Medical Advisory Committee and detailed in their meeting minutes of January 7, 2010.

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**MOTION:** That the Assiniboine RHA Board of Directors approve Medical Staff privileges for Dr. White as recommended by the Medical Advisory Committee.

**MOVED BY:** L. Williams

**SECONDED BY:** D. Clevett

**CARRIED**

**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. Bishay as recommended by the Medical Advisory Committee.

**MOVED BY:** M. McDonald

**SECONDED BY:** D. Cataford

**CARRIED**

## **7.2 AHAC Reappointment**

The Board reappointed Ross Tycoles to the Assiniboine Health Advisory Committee.

**MOTION:** That the Assiniboine Regional Health Authority Board of Directors reappoint Ross Tycoles to the Assiniboine Health Advisory Committee.

**MOVED BY:** B. Dunning

**SECONDED BY:** D. Heneghan

**CARRIED**

## **7.3 Russell Hemodialysis Unit**

Manitoba Health has authorized the ARHA to proceed to public tender for the addition of a 6-station Hemodialysis Unit at the Russell Health Centre. T. Bartlett outlined where this addition will be located on the Russell Health Centre property.

**MOTION:** That the Assiniboine Regional Health Authority Board of Directors authorize proceeding to public tender for the addition of a 6-station Hemodialysis Unit at the Russell Health Centre as approved by Manitoba Health.

**MOVED BY:** K. Nerbas

**SEONCONDED BY:** M. McDonald

**CARRIED**

## **8. REPORTS**

### **8.1 Executive Management Committee Report - January 2010**

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

- Annual report feedback from MB Health has been received with verbal indication that the report rated an "A"
- MB Health approved additional safety and security projects.
- Congratulations to the Healthy Food Choices for Community Recreation Facilities Committee on being selected the recipient of

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the 2010 Recreation Connections Manitoba President's Award for Outstanding Achievement

- Rivers Health Centre Renovation Project – there appears to be some disagreement at the community level regarding potential uses of the funds they have raised. Therefore, T. Bartlett has communicated that any further work by the Assiniboine Regional Health Authority is on hold pending clear written direction from the community.
- There was some misinformation reported in a letter to the Editor of the Cross Roads local paper. P. Gilson provided clarification and the Board requested that factual information be provided to the local Municipal Councils.

## **8.2 Brandon RHA Report**

M. MacDonald provided the following report on behalf of the Brandon RHA Board of Directors:

- BRHA held their Board Strategic Planning session last week
- BRHA hosted a Staff retirement evening
- Spiritual Advisory Committee will be presenting to the BRHA Board.

## **8.3 Provincial Meeting Report**

The Board was provided with a report on the Health Seniors Executives meeting attended by the CEO in January.

## **9. CORRESPONDENCE**

The following correspondence was available to the Board for information:

### **9.1 Letter of response from R. Tycoles to ARHA Board of Directors**

### **9.2 Letter of approval from Minister Oswald regarding disposal of East View Lodge.**

### **9.3 Letter from Town of Neepawa regarding acquisition of East View Lodge**

Subsequent to the letter of approval from the Minister, the developer that previously entered into a development agreement with the community has withdrawn. As a result the community is uncertain about acquisition of the facility. P. Gilson and T. Bartlett will meet with the Town of Neepawa to discuss possible options given the concern regarding ongoing costs associated with maintaining the facility.

## **10. INFORMATION**

The following was circulated to the Board for information only:

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## 10.1 Board Expense Claim Form

### 11. BOARD MEMBER INQUIRIES

Question was raised in regards to the signage for directions to the Rivers Rehabilitation Unit. People who do not reside in Rivers but who may visit others in the rehabilitation unit have difficulty finding it without directional signage. P. Gilson and T. Bartlett will follow up on what could be done to improve this.

Concern was expressed regarding language barriers that exist for people when accessing care from Foreign Medical Graduates. P. Gilson will relay concerns to those responsible for the assessments. If there are issues with some individuals in particular, it would be helpful for the region to be made aware so that follow up can be done.

Concerns were expressed with the Rivers Rehab communal dining area being located in the front lobby of the Rivers Health Centre. The region is aware of these concerns but space within the building envelope is very limited. This is a concern that the region will continue to try and identify options to address this concern.

It was questioned if the RHA is doing anything specific relative to the situation in Haiti. The RHA has not been involved in anything to date and would anticipate any involvement would be coordinated provincially.

### 12. IN CAMERA SESSION

**MOTION: That the Assiniboine Regional Health Authority Board of Directors rise as a Board and sit as a Committee of the Whole and consider IN CAMERA business.**

**MOVED BY: L. Williams**

**SECONDED BY: M. MacDonald**

**CARRIED**

**MOTION: That the Assiniboine Regional Health Authority Board of Directors rise as a Committee of the Whole and sit as a Board and continue with business of the agenda.**

**MOVED BY: D. Heneghan**

**SECONDED BY: M. MacDonald**

**CARRIED**

### 13. DATE AND TIME OF NEXT MEETINGS

Board of Directors Meeting – February 17, 2010 at 1730 hours at the Souris Corporate Office.

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AHAC meeting – January 25, 2010 at 1000 hours at the Kirkup Lounge in Souris.  
Governance Committee Meeting – January 25<sup>th</sup> at 1700 hours via conference call.

Finance Meeting – February 8, 2010 at 1645 hours via conference call.

Governance Committee Meeting – February 22, 2010 at 1700 hours at Brandon University.

## 14. ADJOURNMENT

**MOTION: That the ARHA Board of Directors meeting held January 20, 2010 be adjourned.**

**MOVED BY: D. Eastcott**

**SECONDED BY: L. Williams**

**CARRIED**

The meeting was adjourned at 2025 hours.

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D. Dietrich, Board Chair

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Penny Gilson, CEO