

**Minutes of the  
Assiniboine Regional Health Authority**

**Board of Directors**

**DATE:** March 17, 2010

**TIME:** 1900 hours

**PLACE:** Corporate RHA Office – Souris

**PRESENT:** Dean Dietrich – Chair, Randy Hodge, Barry French, Kelvin Nerbas, Bruce Dunning, Debbie Eastcott, Diana Heneghan, Jacqueline Leforte, Marg MacDonald, Don Cataford, Kristine Janz, Bonnie Proven

**REGRETS:** Eva Whitebird, Leona Williams, Harvey Patterson

**IN ATTENDANCE:**

Penny Gilson – Chief Executive Officer

Ted Bartlett – VP Support Services / Capital Planning

Kerry Takvam – Chief Financial Officer

Lara Bossert – Chief Communications/ Human Resource Officer

**1. CALL TO ORDER**

D. Dietrich – Chair, called the meeting to order at 1907 hours.

**2. ADOPTION OF AGENDA**

The agenda was previously distributed and items 5.1.2 Finance Committee meeting minutes and 7.2 Russell Hemodialysis Project were added.

**MOTION:** That the agenda of the regular ARHA Board of Directors meeting of March 17, 2010 be approved as amended.

**MOVED BY:** Don Cataford

**SECONDED BY:** Barry French

**CARRIED**

**3. REVIEW & ADOPTION OF MINUTES**

**3.1 Regular Meeting Minutes – February 17, 2010**

The minutes of the February 17, 2010 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 February 17, 2010 as presented.

**MOVED BY:** Kelvin Nerbas

**SECONDED BY:** Bonnie Proven

**CARRIED**

#### 4. OWNERSHIP LINKAGE

##### 4.1 Community Meetings

No specific meetings since last meeting.

##### 4.2 Referral Items

The Board was provided with a copy of the meeting notes from the AHAC / PAC Meeting that was held on February 23<sup>rd</sup> 2010 in Souris.

Communications was one discussion item – lots of positive feedback was received the ARHA communication strategies such as the Public Newsletter, staff/key community stakeholder meetings, maildrops, etc.

When discussing the Annual General Meeting it was recommended that the ARHA Board centralize the AGM this year to promote increased participation as sometimes driving distances are prohibitive. The ARHA Board agreed with the recommendation and will plan for the AGM to be in a central location this fall.

#### 5. MONITORING

##### 5.1 Finance Committee

###### 5.1.1 January 31, 2010 Financial Report

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

The January 31, 2010 funding surplus reported on the financial statement is \$2,005,148. After adjustments for Due from/to Manitoba Health, as found in the finance report, the reported year to date funding shortfall is (\$958,209).

The January 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.

K. Takvam highlighted the areas that have been reduced to reach the revised projected shortfall which includes the areas of acute and long term care and diagnostic services.

**MOTION: That the Assiniboine Regional Health Authority Board of Directors approve the January 31, 2010 Financial Report showing a year-to-date funding shortfall of \$958,209, 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: Bonnie**

**SECONDED BY: Randy**

**CARRIED**

K. Takvam and P. Gilson had a teleconference with Manitoba Health's Chief Financial Officer and Assistant Deputy of Minister of Regional Affairs regarding the region's current fiscal position and projections for 2010/11. Messaging remains that the fiscal situation will remain very tight for 2010/11.

Minutes of the March 8<sup>th</sup> Finance Committee meeting were provided to the Board for information. Myers Norris and Penny joined the Finance Committee meeting to review the Audit Service Plan for the year ending March 31, 2010 and the Office of Auditor General joined the meeting to provide information about the Office's role relative to public sector audits.

### **5.2 Governance Committee Report**

The Board was provided copies of the minutes from the Governance Committee meeting that was held on February 22, 2010. Policies were reviewed however further work will be done by the Committee.

### **5.3 Board Monitoring Reports**

The Board reviewed Executive Limitation Monitoring report EL- 14 Disruption of Institutional and Emergency Medical Services as per the Board annual review schedule.

**MOTION: That the Assiniboine RHA Board of Directors approve the Executive Limitation EL-14 Disruption of Institutional and Emergency Medical Services as circulated.**

**MOVED BY: Deb**

**SECONDED BY: Marg**

**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.

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

### **6.1 Regional Complaints Management Report**

The Board reviewed the Regional Complaints Management Report. This report is a summary of complaints from patients, residents, staff or members of the public and a summary of the response time for responding and closing the complaint. This review is provided as an opportunity for the region to examine areas for improvement. Overall there has been improvement in response times to addressing and closing off complaints. With the incorporation of a client relations/advocate type role, clients/public have an opportunity to call or email general comments or concerns if they are unsure who to direct their concern to. This began

rolling out in late 2009 and there has been an increase in direct contact to the client relations representative since that time. Recommendations will be reviewed to identify opportunities for improvement or areas for further education.

## **7. DECISION ITEMS**

### **7.1 Physician Privileges**

The Board reviewed the extension of temporary privileges for Dr. Malekalkalami (Virden), Dr. Nejad (Virden), Dr. Raza (Virden), Dr. Ahmed (Melita) and Dr. Tarun (Treherne) 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. Malekalkalami, Dr. Nejad, Dr. Raza, Dr. Ahmed and Dr. Tarun as recommended by the Medical Advisory Committee. .**

**MOVED BY: Barry French**

**SECONDED BY: Jacquie Leforte**

**CARRIED**

### **7.2 Russell Hemodialysis Addition**

Tenders closed for the Russell Hemodialysis addition on March 10, 2010 with three tenders received.

**MOTION: That the Assiniboine Regional Health Authority Board of Directors award a contract to build the Russell Hemodialysis addition to T. L. Penner Construction in the amount of three million seven hundred sixty-one thousand six hundred seven dollars (\$3,761,607.00) plus GST.**

**MOVED BY: Kelvin Nerbas**

**SECONDED BY: Barry French**

**CARRIED**

**MOTION: That the Assiniboine RHA Board of Directors award a contract to supply the High Quality Water System for the Russell Hemodialysis to Fresenius Medical Care Canada Inc. in the amount of two hundred fifty-seven thousand dollars (\$257,000.00) plus GST.**

**MOVED BY: Debbie Eastcott**

**SECONDED BY: Diana Heneghan**

**CARRIED**

**MOTION: That the Assiniboine RHA Board of Directors award a contract to supply the Centralized Sodium Bicarbonate System for**

the Russell Hemodialysis Project to BHC Medical in the amount of ninety-one thousand two hundred fifty-five dollars (\$91,255.00) plus GST.

MOVED: Jacquie Leforte

SECONDED: Randy Hodge CARRIED

## 8. REPORTS

### 8.1 Executive Management Committee Report – March 2010

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

- 3 of the IENS were unsuccessful in the second writing of their CRNE and the region is working with the nurses to prepare for a third writing
- Considerable work is being done on preparing the preliminary budget for 2010/11 which will be brought to the April Board meeting.
- Strategic planning is being held at the end of April.
- ARHA held their annual Spirit Week during the first week of March with a Winter Olympics theme and there was active participation in staff celebrating each other from multiple sites across the region.
- One Virden physician has begun to offer clinic services in Reston.

### 8.2 Brandon RHA Report

M. McDonald provided the following information:

- Carmel Olsen, CEO, has provided notice of her resignation at year end.
- Brandon Board will see considerable turnover this year.
- Brandon RHA Foundation and Cancer Care program is beginning fundraising for the development of a hostel for families / clients seeking cancer care at Brandon Regional Health Centre.
- Specialists recently recruited: urologist, anesthetist, obs/gyn, 2 psychiatrists
- VP Medical is assisting in recruitment of pathologists for Westman Lab.
- Brandon Board ratified a new vision and mission developed from their strategic planning session.

### 8.3 Provincial Meeting Report

The Board was provided with a report on the Health Seniors Executives and RHAM Board of Directors, and Council of Chairs meeting attended by the CEO in March. Highlights included:

- 100% of Family Practice Residency positions have been filled in the first round with Manitoba students
- Arlene Wilgosh has been appointed CEO of the Winnipeg Regional Health Authority and Milton Sussman has been appointed Deputy Minister of Health effective March 22, 2010.

## **9. CORRESPONDENCE**

There was no correspondence brought forward at this time.

## **10. INFORMATION**

The following was circulated to the Board for information only:

### **10.1 Board Expense Claim Form**

## **11. BOARD MEMBER INQUIRIES**

- The Board bid farewell to two Board members who will be leaving the Board at the end of March. Presentations were made to Diana Heneghan and Don Cataford thanking them for serving six years on the ARHA Board.
- Appreciation was expressed for circulating information regarding a recent Brandon University session and for having an ARHA staff member attend.

## **12. IN CAMERA SESSION**

No in camera session was held.

## **13. DATE AND TIME OF NEXT MEETINGS**

*April 21, 2010 at 5:30 pm at the Souris Corporate Office  
Governance Committee – April 12, 2010 in Brandon at 1700 hours.  
Strategic Planning Session – April 30<sup>th</sup> & May 1<sup>st</sup> in Brandon*

## **14. ADJOURNMENT**

**MOTION: That the ARHA Board of Directors meeting held March 17, 2010 be adjourned.**

**MOVED BY: Marg MacDonald**

**SECONDED BY: Diana Heneghan**

**CARRIED**

The meeting was adjourned at 2002 hours.

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D. Dietrich, Board Chair

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Penny Gilson, CEO