

DRAFT

Minutes of the Assiniboine Regional Health Authority

Board of Directors

DATE: October 21, 2009

TIME: 1700 hours

PLACE: Killarney Health Centre Board Room – Killarney, Manitoba

PRESENT: Dean Dietrich – Chair, Don Cataford, Randy Hodge, Jacqueline Leforte, Barry French, Eva Whitebird, Kelvin Nerbas, Bruce Dunning, Harvey Patterson, Debbie Eastcott, Diana Heneghan, and Leona Williams

REGRETS: Marg MacDonald, Kristine Janz, and Bonnie Proven

IN ATTENDANCE:

Penny Gilson – Chief Executive Officer

Ted Bartlett – VP Support Services / Capital Planning

Pat Cockburn – VP Programs & Standards

Deb Clevett – VP Community Services

Kerry Takvam – Chief Financial Officer

Meagan Perkin – Executive Assistant

EDUCATION SESSION

No Education Session due to Annual General Meeting.

1. CALL TO ORDER

D. Dietrich – Chair, called the meeting to order at 1703 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 October 21, 2009 be approved as circulated.

MOVED BY: K. Nerbas

SECONDED BY: L. Williams

CARRIED

3. REVIEW & ADOPTION OF MINUTES

3.1 Regular Meeting Minutes – September 16, 2009

DRAFT

The minutes of the September 16, 2009 Board meeting were previously distributed and reviewed. An error was noted in section #11 – should read “there was an inquiry as to why chiropractors are not allowed to order x-rays.”

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

MOVED BY: D. Eastcott

SECONDED BY: R. Hodge

CARRIED

4. OWNERSHIP LINKAGE

4.1 Community Meetings

P. Gilson updated the Board on the Pandemic H1N1 preparedness:

- A mail drop had been circulated to all mail boxes in the region regarding the Pandemic H1N1 vaccine. The vaccine is coming in batches therefore there are priority groups who should receive the vaccine first. If you are in the priority group it is strongly recommended to schedule an appointment at one of the H1N1 clinics across the region by calling 1-877-646-3888. If you are not included in the priority grouping you are requested to wait until further vaccine is available to administer to other groups. It is important that the priority groups receive the vaccine first.
- Supply/uptake will be monitored closely to determine trigger points for offering the vaccine to additional population groups.
- The H1N1 vaccine can be co-administered with the seasonal flu – one shot in each arm, therefore if you are eligible for the H1N1 vaccine there is a chance you could receive both.
- Children 6 months to 9 years of age will be given two half doses of the H1N1 vaccine a minimum of 21 days apart.
- Information on the clinics has been sent to all residents in the region, municipal offices, and posted on the ARHA website.

The Board expressed sincere appreciation towards the staff for their hard work, dedication and countless hours put into all the planning for these clinics, etc.

4.2 Referral Items

The Assiniboine Health Action Committee held a meeting on October 2, 2009 in Souris. Presentations were given on the Community Health Assessment validation findings, Pandemic H1N1 preparedness, and the Philippine nursing recruitment initiative. The Committee has requested information regarding the Patient Advocate position in Brandon who assists patients who are currently on waiting lists. This will be added to the next AHAC agenda.

DRAFT

5. MONITORING

5.1 Finance Committee

5.1.1 August 31, 2009 Financial Report

The Board was provided with copies of the August 31, 2009 financial statement and Finance Report for the Assiniboine Regional Health Authority. The August 2009 funding surplus reported on the financial statement is \$1,392,702.00. After adjustments for due from/to Manitoba Health as found in the Finance Report, there is a reported year to date funding shortfall of (\$174,894.00).

The August financial report identifies the 2009/10 Projected Year-End Surplus / (Funding Shortfall) of \$(4,000,000.00). Accumulated Net Assets – Unrestricted (operating equity) of \$4,445,709 will be used to offset the shortfall to the extent possible.

The pre-retirement actuarial valuation may have an impact on the projected year end financial position.

It was indicated that in the September Finance Report there will be a further analysis done on nursing salaries and benefits which may result in further savings.

MOTION: That the Assiniboine Regional Health Authority Board of Directors approve the August 31, 2009 Financial Report showing a year-to-date funding surplus of \$1,392,702.00, a projected year end funding shortfall of \$4,000,000.00 and a regional equity balance of \$4,445,709.00, for a net projected surplus of \$445,709.00.

MOVED BY: H. Patterson

SECONDED BY: B. Dunning

CARRIED

5.1.2 RBC Annual Investment Review

Shawn Chambers with RBC Investments joined the Finance Committee meeting to provide an annual summary of the Assiniboine Regional Health Authority Investment Portfolio. He provided an overview on the interest rates, portfolio performance, current outlook, and portfolio strategy. The short term objective is to increase the portfolio holdings to approximately 25% in corporate bonds (currently 19.8%), that are rated "A" or better as permitted by the Investment Policy Statement, in order to take advantage of the higher rates they offer compared to Government of Canada or Provincial Bonds. The gross portfolio performance for one year was 5.14%.

DRAFT

5.2 Governance Committee Report

No report provided due to B. Proven's absence. Minutes from the October 15th meeting were circulated to the Board for information.

5.3 Board Monitoring Reports

No monitoring reports this month due to the Annual General Meeting.

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 Final Accreditation Report

The Board was provided a copy of the final Accreditation Canada report which documents updated information and action required by the Assiniboine Regional Health Authority to address areas for improvement identified in its Forecast Report issued in January 2009.

6. RISK MANAGEMENT/PATIENT SAFETY

6.1 Patient Safety CSQ Report September 2009

The Board reviewed the Patient Safety Client Satisfaction Questionnaire Report for September 2009. It was noted that the vast majority of patients accessing services in the region rated the service as good or excellent. Specific issues identified on questionnaires are directed for appropriate follow up.

6.2 Incident Reporting Program Regional Summary

The Board was provided copies of the Incident reporting program regional summary for review and discussion at the November Board meeting.

6.3 Long Term Care Client Satisfaction Questionnaire

The Board reviewed the report based on the Long Term Care Client Satisfaction Questionnaire's. This report shows very positive feedback from Clients who have received care within Personal Care Homes across the region.

6.4 ARHA Healthcare Associated Infection Control Report 2008/09

The Board was provided copies of the ARHA Healthcare Associated Infection Control Report. This report provides a summary of the healthcare associated infections reported by facilities in the ARHA for the fiscal year 2008-2009. The region will start trending these reports to see if there is any kind of follow up needed.

There was an inquiry as to how ARHA facilities compare to other like facilities. Currently there are not benchmarking reports available but there is intent to work on this provincially and have such reports available in the future.

DRAFT

6.5 Executive Summary for Delivering Safer Healthcare in MB

The Board reviewed the Executive Summary for Delivering Safer Healthcare in Manitoba. Manitoba Health and Healthy Living developed this document in order to report and celebrate highlights, milestones, and progress on collaborative efforts to improve patient safety within MB.

7. DECISION ITEMS

7.1 Physician Privileges

No physician privileges at this time.

8. REPORTS

8.1 Executive Management Committee Report-October 2009

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

- The region has received verbal indication from a Manitoba Medical Graduate that he intends to pursue practice in Neepawa upon completion of his training.
- Pat Cockburn, VP Programs and Standards, has been asked to attend a National Consultation on Ethical Recruitment of International Health Providers. All expenses paid by Health Canada.
- Due to the increased workload with H1N1, the Region has requested an extension on the Community Health Assessment report from MHHL until March 31, 2010. It is anticipated the report will be finalized by the end of February. This will then push back the Board strategic planning until Spring 2010.
- Four physicians are undergoing the provincial assessment process. The region will know if they are successful by January 2010.
- A Lab technologist has been hired for Killarney, with intent to provide services to Baldur during the maternity leave of the technologist there.

8.2 Brandon RHA Report

No report due to M. MacDonald's absence.

8.3 Provincial Meeting Report

The Board was provided with a report on the Health Seniors Executives and RHAM Board of Directors Meetings attended by the CEO in October.

9. CORRESPONDENCE

The following correspondence was available to the Board for information.

9.1.1 Letter from Town of Neepawa re: East View Lodge

DRAFT

9.1.2 Letter to RM of Argyle re: Seasonal Flu Clinics

9.1.3 Letter from Village of Binscarth re: Seasonal Flu Clinics

10. INFORMATION

The following was circulated to the Board for information only:

10.1 Board Expense Claim Form

10.2 MCHP re: MB RHA Indicators Atlas 2009: Health Improving, but not for Everyone.

11. BOARD MEMBER INQUIRIES

A question was raised regarding physician recruitment and which budget does this impact? It was indicated that some costs are considered in globe and some costs are considered out of globe.

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: K. Nerbas

SECONDED BY: B. Dunning

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: L. Williams

SECONDED BY: H. Patterson

CARRIED

13. DATE AND TIME OF NEXT MEETING

November 12, 2009 at 5:00 pm at the Souris Health Centre Multipurpose Room

New Board Member Orientation – Thursday, October 29th – Winnipeg

December Board Meeting - December 16, 2009 — Brandon to be followed by Board Christmas Dinner

DRAFT

Upcoming Stakeholder meeting Schedule:

DATE	TIME	LOCATION	MEETING SPACE
Oct. 29 th	9:00 – 9:45 am	Virden	Council of Chambers 236 Wellington Street West
Oct. 29 th	12:00 – 12:45 pm	Melita	RM of Arthur Council of Chambers 138 Main Street

DATE	TIME	LOCATION	MEETING SPACE
Oct. 29 th	4:15 – 5:00 pm	Souris	Council of Chambers 100 2 nd Street South
Oct. 30 th	3:30 -4:15 pm	Neepawa	Municipal Office 275 Hamilton Street
Nov. 2 nd	12:00 – 12:45 pm	Russell	Council of Chambers 178 Main Street North
Nov. 2 nd	3:00 – 3:45 pm	Shoal Lake	RHA Regional Office 344 Elm Street
Nov. 3 rd	12:00 – 12:45 pm	Glenboro	Council of Chambers 618 Railway Avenue
Nov. 5 th	11:45 – 12:30 pm	Boissevain	Council of Chambers 420 South Railway

14. ADJOURNMENT

MOTION: That the ARHA Board of Directors meeting held October 21, 2009 be adjourned.

MOVED BY: D. Eastcott

SECONDED BY: R. Hodge

CARRIED

The meeting was adjourned at 1818 hours.

D. Dietrich, Board Chair

Penny Gilson, CEO