

BOARD MEETING AUGUST 28, 2006
COMMUNITY CENTRE - ROBLIN, MANITOBA
13:30 HOURS

Present: Lynda Mann- Chair, Myrtle Bilow, Anne Lacquette, Esther Fyk, Gerald Shewchuk, Dorothy Connolly, Monica Black, Doreen Stammen, Rowena Powell, John Zaplitny, Paul Overgaard, Barry Chalmers

Excused: Heather Morden
Absent:

Regrets: Paul Freed

Staff: André Rémillard, Gerald Hackenschmidt, Linda Kulkarni, Mavis Wood, Blaine Kraushaar, and Karen Vendramin (Recording Secretary)

1. CALL TO ORDER:

After lunch with invited guests, Lynda Mann called the Board meeting to order at 1:41 pm.

2. ADOPTION OF AGENDA:

MOTION 06- 050

Monica Black/Anne Lacquette

That the Agenda be adopted as circulated.

CARRIED

3. ADOPTION OF MINUTES:

3.1 Minutes of June 26, 2006 Regular Board meeting.

Amendments:

- Spelling errors noted and corrected.

MOTION 06-051

Esther Fyk/Gerald Shewchuk

That the Minutes of the June 26, 2006 Board meeting be adopted as amended.

CARRIED

3.2 In Camera Board meeting Minutes of June 26, 2006.

MOTION 06-052

John Zaplitny/ Dot Connolly

That the In Camera Board Minutes of June 26, 2006 be adopted as circulated.

CARRIED

4. INVITED GUEST/PRESENTERS/ DELEGATIONS

None.

5. ITEMS FOR DECISION

5.1 GP-13 Advisory Council Terms of Reference:

André Rémillard presented the Revised Terms of Reference for Board Advisory Councils. Changes to GP-13.1 were suggested as there is no longer a Provider Advisory Council or Spiritual Advisory Council.

MOTION 06-053

Dot Connolly/ Myrtle Bilow

That the Board approve the revised Advisory Council Terms of Reference.

CARRIED

5.2 October Board Meeting Date:

André Rémillard reported that his nomination had been accepted by the Advisory Board of the Canadian Institute of Health Research (CIHR). Mr. Rémillard noted that the first meeting of the Advisory Board is scheduled for the same date as Parkland's October Board meeting and sought the Board's wishes regarding the conflict. A suggestion was made to reschedule the October Board meeting. Board discussion ensued and it was agreed that André Rémillard attend the CIHR Advisory Board meeting and appoint a staff member to act in his behalf at the October Board meeting.

Members of the Board expressed congratulations on Mr. Rémillard's appointment.

5.3 Greg Hafichuk Correspondence Re St. Paul's Home:

André Rémillard provided background regarding this correspondence stating that Lynda Mann had received the letter in early summer. Mr. Rémillard stated that Lynda Mann had contacted Mr. Hafichuk, Board Chair of St. Paul's Home to acknowledge receipt of his letter and to inform him that the Board did not meet again until August but that his concerns would be discussed by the Board at the next meeting. It was agreed that Mr. Hafichuk would be contacted and advised of the Board's direction following the August meeting.

The Board reviewed the concerns expressed by Mr. Hafichuk in his letter. The Board also reviewed a copy of the Service Purchase Agreement between St. Paul's Home and Parkland Regional Health Authority with regards to dispute resolution.

MOTION 06-054

Dot Connolly/ John Zaplitny

That the Board direct the CEO to write a letter to Mr. Hafichuk responding to his concerns. The letter should note that the Board does not wish to enter into budget negotiations with facilities. The letter should also invite Mr. Hafichuk to make a presentation to the Board at a future meeting should he still feel the need to be heard by the Board.

CARRIED

5.4 Direction to the Chair Regarding Board Stipend Discussion at Council of Chairs Meeting:

André Rémillard stated that at the last Council of Chairs meeting, Chairs were asked to be ready to discuss the matter of Board Stipends at the next Council of Chairs meeting.

The floor was opened for discussion. Board members noted that Stipend amounts have not increased since the inception of the RHAs in 1997, stating that if for example \$4000 was a fair amount in 1997, that it is not a fair amount now. Board members agreed that there should be an increase in the range of 20% and requested that Lynda Mann convey the Board's comments at the next Council of Chairs meeting.

In addition it was noted that if Manitoba Health intends to separate the Treasurer position and have a Board member appointed as Treasurer, an additional stipend should be paid to this person as it will require extensive additional time beyond regular Board member duties.

5.5 Non-Smokers Health Protection Act- Discussion/Potential Action:

André Rémillard presented a briefing note for Board consideration regarding the lobby of the Provincial Government to enforce the Non-Smokers Health Protection Act (NSHPA) on reserves.

The Board discussed the issue and expressed support for NSHPA being applied on reserves.

MOTION 06-055

John Zaplitny / Doreen Stammen

That the Board direct the CEO to write a letter to the Minister of Health and the Attorney General to lobby for the Non-Smokers Health Protection Act to be applied for all Manitobans on and off reserve.

CARRIED

6. GOVERNANCE PROCESS:

6.1 GP-3 Governance Style-

The Board reviewed the evaluation summary of the Board's meeting in June.

6.2 GP-9 Board/Committee/CEO Expenses-

Reviewed and recommended for approval by the Finance Committee.

6.3 GP-13 Board Linkage to Community –

The Board completed its annual review of Governance Process 13 regarding Board linkage with community. Discussion ensued. A self-assessment rating of *reasonable progress* was suggested by one member while others felt the rating *fully achieved* was more accurate.

MOTION 06-056

John Zaplitny / Paul Overgaard

That the Board rate its compliance with GP-13 Board Linkage with Community as *fully achieved*.

CARRIED

6.4 GP-14 Board Linkage with Other Organizations-

The Board completed its annual review of Governance Process 14 regarding Board linkage with other organizations. During the review of Board linkages with other organizations the following links were reaffirmed.

MOTION 06-057

Dot Connolly / Rowena Powell

That the Board renew the appointment of Anne Lacquette as the Board representative to the Aboriginal Advisory Council.

CARRIED

MOTION 06-058

Esther Fyk / Paul Overgaard

That the Board renew the appointment of Myrtle Bilow as the alternate Board representative to the Aboriginal Advisory Council.

CARRIED

MOTION 06-059

Paul Overgaard / Dot Connolly

That the Board authorize the Chair to act as a voting member for RHAM.

CARRIED

MOTION 06-060

John Zaplitny / Doreen Stammen

That the Board authorize the Chair to speak on behalf of the Board at the Provincial Council of Chairs.

CARRIED

The Board rated its performance of this GP as *reasonable progress has been made toward the ultimate achievement of this Governance Process*.

7. OTHER:

7.1. Audited Financial Statements Further Discussion/ Questions re Material Circulated at June Meeting.
The Board was provided with an opportunity to discuss or ask questions about the Audited Financial Statement presented at the June Board meeting. No comments or questions were noted.

7.2 Discussion re Board Bylaw Regarding Board Attendance and Requests to be Excused.
At the June Board meeting a late request to be excused from the meeting was considered. Board members asked for further discussion at the next meeting to clarify the process for members being excused by resolution of the Board.

Discussion ensued and it was noted that neither the Board Bylaw nor the Governance Process 10 regarding Board Conduct stated that prior approval was required for the Board to excuse a member by resolution.

It was agreed that each request to be excused would be reviewed on a case-by-case basis.

7.3 Board Meeting Agendas- Follow Up to June Meeting.

At the June Board meeting it was agreed that the Program and Planning Committee would take a look at the issue of Board agendas to see if there was something different that could be done to ensure maximum efficiency at meetings.

André Rémillard stated that he had contacted other RHAs for samples of their agendas. The Program and Planning Committee reviewed the information and suggested that this Board incorporate a few changes to the agenda on a trial basis.

The suggested changes include:

- Include an approximate time frame for each item to help keep the Board on track as well as project a completion time for the meeting.
- Identify the lead on each item.
- Classify each agenda item (e.g. for approval, action, information, decision, etc.)

8. BOARD EDUCATION:

8.1 Health Plan Presentation – Deferred to September meeting.

9. ITEMS REQUIRING BOARD APPROVAL:

9.1 2005/06 Annual Report-

The Draft 2005/06 Annual Report was presented for Board review and approval. A few changes were noted.

Blaine Kraushaar stated that there was some final editing to be done before final submission to Manitoba Health but that no substantial changes would be made to the document.

Board members expressed appreciation for the efforts of staff in putting together the excellent report.

MOTION 06 – 061

Esther Fyk / John Zaplitny

That the Board approve the 2005/06 Annual Report.

CARRIED

9.2 2007/08 Health Plan Submission of New Initiatives

André Rémillard referred to the Briefing Note included in today's package outlining the new initiatives being proposed to Manitoba Health for Parkland's 07/08 Health Plan.

André Rémillard stated that according to the Internal Audit Report, this submission requires Board approval prior to being sent to Manitoba Health.

MOTION 06 – 062

Doreen Stammen / Rowena Powell

That the Board approve the 2007/08 Health Plan New Initiatives.

CARRIED.

10. MONITORING:

10.1 EL-4 Financial Position Quarterly Report to June 30/06 –

Gerald Hackenschmidt highlighted the findings of the report, stating that compliance had been achieved in all areas of the Executive Limitation with the exception of item 4.2 with the Region projecting a year-end deficit of \$2.98 million for the 07/08 year. Mr. Hackenschmidt stated that the Finance Committee had reviewed the supporting documentation earlier today.

Rating:

The CEO is in partial compliance with this EL policy (actually the Reasonable Interpretation of it) and has adequately demonstrated reasons for and timely plans to achieve full compliance. The Board commends the CEO for satisfactory performance.

10.4 Board Query Follow Up re Monitoring Report on E5-2 (from the June Meeting) –

André Rémillard noted that this report was for the information of the Board in response to questions raised about the data reported on in the End monitoring report presented at the June meeting.

11. INFORMATION REQUESTED BY THE BOARD:

11.1 Ownership/Stakeholder Communication:

See Municipal follow up letter for a summary of the last meeting's discussions.

It was suggested that the opening remarks by the Board Chair, include the comment that speakers limit their initial comments to the Board to allow equal time for all speakers.

11.2 Finance Committee Report:

Dot Connolly reported that the Finance/Audit Committee met via teleconference on August 25/06 to review the Manitoba Health June 2006 Internal Audit Report. Ms. Connolly stated that the Committee had reviewed all items of non-compliance or where improvement was needed.

The Committee met again this morning and discussed/reviewed the following items:

- Financial position
- Director expense claims
- Governance and Financial Management Practices Correspondence from Manitoba Health and Parkland's draft response and attached supporting documents.

MOTION 06 – 063

Dot Connolly/John Zaplitny

That the Board approve the Financial Report presented.

CARRIED

11.3 Vice President, Corporate:

Gerald Hackenschmidt added to his report noting that notification had recently been received authorizing Parkland RHA to proceed to the tender phase for construction of the new community health services building in Dauphin.

11.4 Vice President Facilities Report:
Report as circulated.

11.5 Vice President Community Report:

Linda Kulkarni added to her report and provided an update on West Nile virus testing. Ms. Kulkarni noted that 25 Manitobans have now tested positive for West Nile virus, however, there have been no cases reported in Parkland.

11.6 Vice President Medical Report:
No report this month.

11.7 Program & Planning Committee:

André Rémillard circulated the draft minutes of the meeting that took place via teleconference on August 25/06.

Key items discussed during the teleconference included;

- Upcoming educational events-
 - Provincial Health Conference
 - Praxis- Legal Responsibilities of Boards.
- Board Agendas –
 - Board agendas were reviewed from other RHAs to see if there were improvements to be made to our agendas. Several changes were recommended to the Board for consideration.
- Leadership and Partnership Committee Report-
 - The draft agenda for the next L & P meeting was reviewed.

11.8 Community Relations Committee:

Paul Overgaard reported that the Committee had met earlier this morning and discussed the following.

- Advisory Councils:
 - EDHAC – no report, next meeting October 18/06.
 - WDHAC – no report, next meeting October 4/06.
 - RMHAC- no report, however, Gerald Shewchuk reported on the National Schizophrenia Society “Voice of Resilience” Conference that he attended. Next meeting October 4/06.
- Discussion regarding the Agenda for the Advisory Council Workshop (September 27, 2006).
- PRHA Volunteer Award Nominations:
 - The Committee reviewed the nominations and made the following recommendations to the Board for their consideration.
 - Individual Awards:
 - North District- Gordon Jeffrey
 - Central District – Bob Curle
 - East District – Mary Schulz
 - West District – Mabel Brade
 - Group Award:
 - Roblin Parent Child Centre Inc.
 - Special Award:
 - The late John Brossart of Winnipegosis.

MOTION 06 – 064

Dot Connolly/Doreen Stammen

That the Board approve the nominations as presented for the PRHA Volunteer Service Awards.

CARRIED

11.9 Chief Executive Officer Report:

André Rémillard added to his report stating that Burntwood RHA had approached him and former Board Chair Merv Toderian to present a Board governance education session in September.

11.10 Chair Report:

Lynda Mann stated that the minutes of the June 8/06 Council of Chairs meeting were included in the Board package for information. Ms. Mann also provide a number of articles for circulation and review by Board members.

11.11 Advisory Council Minutes:

No minutes for distribution.

12. INFORMATION:

Lynda Mann noted the “Nice” to Know Items/Information Requested by the Board.

- 12.1 Media Clippings.
- 12.2 Board Luncheon Meeting Letter of Invitation.
- 12.3 Dauphin Board Meeting Follow Up Letter.
- 12.4 *PRHA Staffing Announcements- not available this month.*
- 12.5 Letter from MANTRA.
- 12.6 Memo and Article re Early Detection/ Screeing.
- 12.7 Letters to Nominators for PRHA Volunteer Service Awards.
- 12.8 ORNH Newsletter.
- 12.9 Correspondence from Minister of Health Re Municipal Request to Remove Deficit Clause from Municipalities.
- 12.10 Follow Up Correspondence re Inquiry from Board Luncheon Meeting in Swan River.
- 12.11 Real Board Advisor Newsletter.
- 12.12 2006 National Health Care Conference Report from Lynda Mann.
- 12.13 Board Member Contact Information (Private and not for further distribution).
- 12.14 Letter to Parkland Principals and Schools Superintendents re School Nutrition.
- 12.15 Carver Newsletter.
- 12.16 Swan Valley Health Facilities Aug.14/06 Correspondence and Resolution Regarding Devolution.
- 12.17 Alzheimer’s Society Letter and Response.
- 12.18 Email Support for Dr. Wickert.
- 12.19 Inky Mark Letter to Federal Minister of Immigration re Lynda Mann’s Correspondence re Difficulties Encountered by Foreign Trained Doctors with Canada’s Immigration System.

13. IN-CAMERA ITEMS:

None.

14. SELF EVALUATION:

14.1 Monthly Evaluation Form GP-3 Attachment:

Form to be filled out and returned at the end of the meeting.

14.2 Round Table:

- Good meeting.
- Good comments – some lengthy discussion at noon but heartfelt comments.

- Good meeting- excellent on time management due to the lengthy agenda today.
- Inquiry re Baby Friendly Hospital status.
- Lots of good news today: Announcement of Telehealth in Roblin, Volunteer Awards, new Community Health Services Building announcement to proceed to Tender phase.

15. UPCOMING MEETINGS:

15.1 Next Regular Board Meeting – September 25/06 Birch River.

16. STIPEND AMOUNT FOR MEETINGS:

- Full Day for today's meeting.

17. ADJOURNMENT:

The meeting was adjourned at 16:52 hours.

MOTION 06-065

John Zaplitny/Dot Connolly
That the meeting be adjourned.

CARRIED

Lynda Mann, Chair

André Rémillard, Secretary