

BOARD MEETING APRIL 24, 2006
UNITED CHURCH - MCCREARY, MANITOBA
13:00 HOURS

Present: John Zaplitny-Acting Chair, Lynda Mann- Chair, Paul Freed, Anne Lacquette (until 3 pm), Esther Fyk, Gerald Shewchuk, Heather Morden, Dorothy Connolly, Barry Chalmers, Monica Black, Doreen Stammen, Rowena Powell, Paul Overgaard (until 4 pm)

Absent:

Excused: Myrtle Bilow

Regrets:

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

1. CALL TO ORDER:

After lunch with invited guests, John Zaplitny called the Board meeting to order at 1:00 pm. Newly appointed Board members Rowena Powell of Roblin, Paul Overgaard of Dauphin, and Lynda Mann of Swan River were welcomed and round table introductions were made. It was noted that although Lynda Mann was the newly appointed Board Chair, Ms. Mann had requested that John Zaplitny chair today's meeting so that she could become familiar with the meeting format/process.

2. ADOPTION OF AGENDA:

Amendments to the agenda:

- 5.2 Board Orientation Alternate Date.
- 5.3 Motion to excuse Myrtle Bilow from today's meeting.
- 5.4 Election of Vice Chair.

MOTION 06-001

Esther Fyk/Monica Black

That the Agenda be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES:

3.1 Minutes of March 27, 2006 Regular Board meeting.

MOTION 06-002

Monica Black/Gerald Shewchuk

That the Minutes of the March 27, 2006 Board meeting be adopted as circulated.

CARRIED

3.2 In Camera Board meeting Minutes of March 27, 2006.

Amendments to the minutes:

- André Rémillard noted that since he was not present for the In Camera discussions, he should not sign the approved minutes as Board Secretary.

MOTION 06-003

Monica Black/Heather Morden

That the In Camera Board Minutes of March 27, 2006 be adopted as amended.

CARRIED

4. Other:

None.

5. ITEMS FOR DECISION

5.1 Letter to Inky Mark re Immigration:

André Rémillard stated that at the March Board meeting, the Board had passed a motion that a letter be written to MP- Inky Mark regarding the difficulties in the immigration process for recruiting physicians living off shore. The draft version of the letter was presented to the Board for their review. A few minor changes were made to the letter, and it was agreed that the letter would be finalized for Lynda Mann's signature as Board Chair and be sent to Inky Mark.

The suggestion was also made to invite Mr. Mark to a future Board meeting.

5.2 Board Orientation Alternate Date:

John Zaplitny stated that due to the late notice of Board appointments this year, the previous date agreed to by the Board for the orientation session was not feasible. Alternate dates were discussed and the Board agreed that the majority of Board members could be present for May 26th and 27th in Dauphin.

As per the previous arrangements, the Orientation session will begin on Friday at noon and finish at noon on Saturday. Further details regarding the venue and hotel accommodations will be sent out in advance of the session. All Board members are encouraged to attend.

5.3 Motion to Excuse Myrtle Bilow from today's meeting:

John Zaplitny stated that due to extenuating circumstances with an ill family member, Myrtle Bilow had requested to be excused from today's meeting.

MOTION 06 – 004

Doreen Stammen/Anne Lacquette

That Myrtle Bilow be excused from today's Board meeting.

CARRIED

5.4 Election of Vice Chair:

Mr. Zaplitny relinquished the Chair to André Rémillard so that the election of the Vice Chair could be undertaken.

André Rémillard noted that the selection of the Board's Committee members and the Board Vice Chair historically take place at the Board Orientation session. Mr. Rémillard stated that Manitoba Health was holding a Provincial Board Chair orientation session for Board Chairs and Vice Chairs on May 11th in Winnipeg. In order for Parkland to send our Vice Chair to this session, with the expiry of Anna Stewart's term of officer with the RHA, a new Vice Chair would need to be appointed prior to the Region's Board Orientation at the end of May.

The floor was opened for nominations.

Esther Fyk nominated John Zaplitny for Vice Chair. John Zaplitny agreed to let his name stand for nomination.

First, second and third call for other nominations passed without any other names being put forward.

MOTION 06 – 005

Esther Fyk/Paul Freed

That nominations cease.

CARRIED

Ms. Mann thanked Mr. Zaplitny for his willingness to let his name stand and congratulated him on his appointment.

John Zaplitny and Lynda Mann will attend the Chair Orientation session in Winnipeg on May 11/06.

6. GOVERNANCE PROCESS:

6.1 GP-3 Governance Style (monthly-Attachment):

John Zaplitny reviewed the monthly meeting evaluation from the last Board meeting in Waterhen.

6.2 GP-9 Board/Committee Expenses-

Were reviewed by Finance Committee and approved by the Board. (See item #11.2).

6.3 GP-17 Appointment of Auditor -

André Rémillard noted that this was the first annual review of this Governance Process since the appointment last year. This Governance Process policy states that “In accordance with Section 55 and 56 of the Authority’s General Bylaw#1, the Authority shall appoint an external auditor who shall audit the records, accounts, and financial transactions of the Authority annually.”

A number of supporting statements were included in the report including the statement that Myer Norris Penny were received a 5-year appointment by the Board in November 2005.

Rating:

This Governance Process (actually the Reasonable Interpretation of it) has been fully achieved.

7. OTHER:

None.

8. BOARD EDUCATION:

8.1 MCHP Sex Differences Report.

André Rémillard provided background information to the Board members stating that a number of the Board members had attended the Manitoba Centre for Health Policy’s Rural and Northern Health Day where the report was initially presented. It was agreed that a chapter-by-chapter review of the Report might be of value to the Board for consideration in determining the ENDS of the Board. The Board reviewed Chapters 8 and 9.

Areas of review noted in the Chapter review included:

- Prevention
 - Immunization rates for one year olds.
 - Immunization rates for two year olds.
 - Immunization rates for seven year olds.
 - Adult influenza immunization rates.
 - Adult pneumococcal immunization rates.

- Home Care and Personal Care Homes
 - Open Home Care Cases (prevalence).
 - Home Care Days Used.
 - Residents in Personal Care Homes (prevalence of PCH use).
 - Level of Care on Admission to Personal Care Home (PCH).

The Board agreed to review Chapters 10 and 11 at the May meeting.

9. ITEMS REQUIRING BOARD APPROVAL:

9.1 Board Chair Attendance at National Health Conference –

John Zaplitny stated that Board approval was being sought for Lynda Mann to attend the National Health Care Conference in Victoria in June.

MOTION 06 – 006

Monica Black/Doreen Stammen

That the Board approve Lynda Mann's attendance at the National Health Care Conference in Victoria, B.C.

CARRIED

10. MONITORING:

10.1 E5-3 Disaster Preparedness

Linda Kulkarni and Mavis Wood presented the Board monitoring report regarding communities being prepared to respond to internal and external disasters.

Supporting Comments included in the report:

- Pandemic influenza planning activities
- Integrated response plans within the organization as well as with communities within the Region.
- Development of an incident command process.

Rating:

Reasonable progress is being made toward the ultimate achievement of this END.

10.2 EL-4 Financial Condition:

Gerald Hackenschmidt presented the report on the financial condition quarterly report to February 28/06. Mr. Hackenschmidt reported that the Region is projecting a deficit of \$3.3 million for the 2005/06 fiscal year. It was noted that hospitals and personal care homes make up the majority of the projected deficit in the amount of \$2.65 million. Major increases in sick and overtime relief costs, utilities, staff orientation and training, and drug costs have caused the deficits in the facilities. Other items adding to the projected deficit numbers include Workplace Safety and Health improvement orders, commissioning costs for the new facility in Swan River, increased call backs in EMS and Lab and Imaging and various recruitment initiatives.

Rating:

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

10.3 EL-5 Asset Protection:

Gerald Hackenschmidt presented the Executive Limitation EL-5 regarding Asset Protection. Supporting statements were provided to support compliance with the Executive Limitation which states that "the CEO shall not allow assets to be unprotected, inadequately maintained or unnecessarily risked."

Rating:

The CEO is in full compliance with this EL policy (actually the Reasonable Interpretation of it).

10.4 EL-6 Treatment of Clients:

Mavis Wood presented the Executive Limitation EL-15 regarding Treatment of Client which states, "The CEO shall not cause or allow conditions, procedures or decisions that are unsafe, unduly undignified and unnecessarily intrusive, that fail to provide adequate confidentiality or privacy, or that otherwise jeopardize the quality of care or service to clients or potential clients."

Rating:

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

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.

11.2 Finance Committee Report:

John Zaplitny reported that the Finance/Audit Committee had met earlier and had discussed/reviewed the following items:

- Financial position
- Director expense claims
- Capital projects update
- Future line of credit
- First draft of policy regarding Bad debt collection.

The draft minutes of the March Finance Committee meeting were included in the Board package for Board member review.

11.3 Vice President, Corporate:

Gerald Hackenschmidt presented his report including the financial statement for review by the Board. Mr. Hackenschmidt also provided an overview of how to read the monthly financial statements and led the Board through a review of each line item. Additional Board education on how to read the monthly statements will be provided at the Board Orientation session in May.

Mr. Hackenschmidt reported that the deficit for 2005/06 fiscal year is now projected to be \$3.3 million.

MOTION 06-007

Dot Connolly/Barry Chalmers

That the Board approve the Financial Statement as presented.

CARRIED.

In addition to the financial statement, Mr. Hackenschmidt reported that Manitoba Health wants the new Community Health building fast tracked.

11.4 Vice President Facilities Report:

In addition to her report, Mavis Wood acknowledged the excellent job done by administrators and staff at St. Paul's Home in the thorough handling of the recent communicable disease outbreak at that facility.

11.5 Vice President Community Report:

In addition to her report, Linda Kulkarni stated that the services of a Child and Adolescent Psychiatrist have been secured. Dr. Mark Kotyk of Winnipeg will utilize Telehealth as well as in Region visits to see child and adolescent psychiatry patients.

11.6 Vice President Medical Report:

No report.

11.7 Program & Planning Committee:

The Program and Planning Committee did not meet this month, however, the minutes of the March 21/06 teleconference meeting were included for Board member review.

Leadership and Partnership Committee Report-

No report. The next Leadership and Partnership Committee will be June 5/06.

11.8 Community Relations Committee:

The Community Relations Committee did not meet this month, however, the minutes of the March 27/06 meeting were included for Board member review.

11.9 Chief Executive Officer Report:

Report as circulated.

11.10 Chair Report:

John Zaplitny stated that the minutes of the March 8/06 Council of Chairs meeting were included in the Board package for Board member review.

11.11 Advisory Councils:

- RMHAC next meeting May 17/06.
- EDHAC next meeting May 24.06.
- WDHAC next meeting May 17/06.
- Spiritual Advisory Council: Heather Morden reported that a teleconference had been held on April 19/06 with members of the Spiritual Advisory Council noting that some members chose to attend the meeting in person. Ms. Morden stated that the purpose of the call was to inform Council members of the Board's decision to dissolve the Council.

André Rémillard added that the Council noted that other Spiritual Advisory Councils throughout other Regional Health Authorities were also struggling.

Heather Morden reported that members suggested that they could be called upon to organize an educational session for providers regarding spiritual care at some point in the future, possibly in conjunction with Spiritual Care Week in October.

It was agreed by Board and staff who participated in the call that the announcement was well delivered and relayed the struggle that the Board had gone through in reaching the decision to dissolve the Spiritual Advisory Council.

12. INFORMATION:

John Zaplitny noted the "Nice" to Know Items/Information Requested by the Board.

12.1 Media Clippings.

12.2 Board Luncheon Meeting Letter of Invitation.

(It was suggested that the questions posed in the letter of invitation should be revised as the questions have remained the same for some time now.)

12.3 Waterhen Board Meeting Follow Up Letter.

12.4 Letter to Spiritual Advisory Council Members.

13. IN-CAMERA ITEMS:

It was decided by mutual consent that the In Camera Agenda Item would be discussed following all other business.

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:

- Nice to meet new members.
- Excellent meeting.
- Very good meeting. Lots to learn, information provided was good.
- May 12/06 Interagency Luncheon facilitated by Dauphin Friendship Centre.

- Welcome to new members.
- Esther Fyk stated that she had not received a letter of reappointment as a Board member from the Minister of Health, noting this may be her last Board meeting. Ms. Fyk expressed appreciation to staff and Board members while she has served on this Board.
- Mental Health Week next week. Watch for calendar of events.
- Appreciated John's sense of humor as he Chaired the meeting today.
- Thanks to Esther for serving on this Board if she indeed is not reappointed.
- I have appreciated Esther's questions.
- Thanks to John and his very welcoming tone. Looking forward to working with this Board.

15. UPCOMING MEETINGS:

15.1 Next Regular Board Meeting – May 29, 2006 – Swan River.

16. STIPEND AMOUNT FOR MEETINGS:

- Full Day for today's meeting.

With the exception of André Rémillard all staff were excused from the balance of the meeting.

MOTION 06-008

Monica Black/Dot Connolly

That the meeting convene in camera.

CARRIED.

MOTION 06-009

Doreen Stammen/Dot Connolly

That the meeting re convene out of camera.

CARRIED.

MOTION 06-010

Esther Fyk/Monica Black

To direct the Chair to authorize a salary increase for André Rémillard in accordance with the terms of the April 26, 2004 Employment Agreement between the PRHA and André Rémillard.

CARRIED.

17. ADJOURNMENT:

The meeting was adjourned at 1730 hours.

MOTION 06- 011

Esther Fyk/Monica Black

That the meeting be adjourned.

CARRIED

John Zaplitny, Vice Chair

André Rémillard, Secretary