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**BOARD MEETING JUNE 26, 2006**

ST. VIATORS - DAUPHIN, MANITOBA

13:00 HOURS

Present: Lynda Mann- Chair, Paul Freed, Anne Lacquette, Esther Fyk, Gerald Shewchuk, Heather Morden, Dorothy Connolly, Monica Black, Doreen Stammen, Rowena Powell, John Zaplitny (until 4:45 pm), Paul Overgaard (until 4:45 pm), Barry Chalmers (until 5:10 pm)

Excused: Myrtle Bilow

Absent:

Regrets:

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

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**1. CALL TO ORDER:**

After lunch with invited guests, Lynda Mann called the Board meeting to order at 1:20 pm.

**2. ADOPTION OF AGENDA:**

Amendments to the agenda:

- Motion to excuse Myrtle Bilow from today's meeting.
- Motion to excuse Heather Morden from the August Board meeting.
- Judge George Memorial Award nomination discussion – In Camera.

**MOTION 06– 030**

**Paul Overgaard/Anne Lacquette**

That the Agenda be adopted as amended.

**CARRIED**

**3. ADOPTION OF MINUTES:**

3.1 Minutes of May 29, 2006 Regular Board meeting.

Amendments:

- Adjournment time corrected to 1830 hours.

**MOTION 06-031**

**John Zaplitny/Heather Morden**

That the Minutes of the May 29, 2006 Board meeting be adopted as amended.

**CARRIED**

3.2 In Camera Board meeting Minutes of May 29, 2006.

**MOTION 06-032**

**Dot Connolly/Gerald Shewchuk**

That the In Camera Board Minutes of May 29, 2006 be adopted as circulated.

**CARRIED**

**4. INVITED GUEST/PRESENTERS/ DELEGATIONS**

4.1 Dauphin Multi Purpose Seniors Centre –Delegation

Charlene Clinton, Lorne Hayes, Wilf Hudson, and Connie Chaloner joined the meeting at 3:00pm to make a presentation on behalf of the Board of the Dauphin Multi Purpose Seniors Centre. A handout was distributed to the Board members which provided an overview of the operations of the congregate meal program run out of the Dauphin Multi Purpose Seniors Centre.

Wilf Hudson spoke on behalf of the delegation stating that the organization was currently subsidizing the congregate meal program. The Seniors Centre Board made a request that the Parkland Regional Health Authority look at providing them with an additional \$7000.00 in funding to assist them in continuing to provide meals to seniors through the congregate meal and meal home delivery programs.

Mr. Hudson reported that currently, cooks are paid for shopping, meal prep and clean up at a rate of 5 hours per day, but that it is actually taking 6 hours per day to complete these tasks and that increasing funding by one hour per day/ per cook is the basis for the funding increase request.

André Rémillard stated that a 4.8% increase in funding for the congregate meal programs in the Region has been included in the budget for the 2006/07 fiscal year, however, he could not state what the exact dollar figure increase would be for the Dauphin Multi Purpose Senior Centre. The increase will be retroactive to April 1, 2006. Mr. Rémillard stated that the Dauphin Multi Purpose Seniors Centre proposal would be considered further.

Lynda Mann thanked the delegation for their presentation and for the valuable service they provide to seniors in the Region.

The Delegation thanked the Board for hearing their presentation and expressed appreciation for any additional funding that could be provided for the congregate meal program.

## 5. ITEMS FOR DECISION

### 5.1 Motion to Excuse Myrtle Bilow:

André Rémillard stated that Myrtle Bilow had called him a few days previous to notify him that due to extenuating circumstances she would only be able to attend a portion of the June Board meeting. Mr. Rémillard stated that he had discussed the matter with Lynda Mann and the suggestion was made that Myrtle Bilow request to be excused from the entire meeting rather than traveling to participate briefly in the meeting. Discussion ensued by the Board.

#### **MOTION 06-033**

#### **Dot Connolly/ Paul Overgaard**

That the Board excuse Myrtle Bilow from the June 26/06 Board meeting due to exceptional circumstances.

**CARRIED**

The Board noted that it would like to discuss the policy regarding Board attendance more fully at the August Board meeting.

### 5.2 Motion to Excuse Heather Morden:

Heather Morden stated that she would be unable to attend the August Board meeting and requested Board consideration to be excused.

#### **MOTION 06-034**

#### **Doreen Stammen/Esther Fyk**

That the Board excuse Heather Morden from the August 28/06 Board meeting.

**CARRIED**

## 6. GOVERNANCE PROCESS:

### 6.1 GP-2 Value Statement-

André Rémillard stated that the Value Statements were presented to the Board for their annual review of the Board Governance Policy. Board members were asked to evaluate if they had adhered to the five stated values in the policy and also to consider if any revisions needed to be made to the policy.

Rating: The Board rated its performance as “reasonable progress is being made towards the ultimate achievement of this GP.” The Board asked that consideration be given to the reduction in the use of disposable cups at meetings (environmental stewardship).

6.2 GP-3 Governance Style-

The Board reviewed the evaluation summary of the Board’s meeting in May. Discussion ensued and comments were noted about the length of time used during the meeting when reports are read to them. Board members asked that only an opportunity for questions is needed as all Board members can read the reports prior to the meeting.

6.3 GP-9 Board/Committee Expenses-

Dot Connolly stated that the Finance Committee had reviewed the Board’s expense claims at their meeting this morning and recommended Board approval of these claims.

**MOTION 06-035**

**Dot Connolly/ John Zaplitny**

That the Board the approve the expense claims as reviewed by the Finance Committee.

**CARRIED**

**7. OTHER:**

No items for discussion.

**8. BOARD EDUCATION:**

No items this month.

**9. ITEMS REQUIRING BOARD APPROVAL:**

9.1 Consolidated Audited Financial Statement-

Felicia Hyra of Myers Norris Penny presented the Board members with a copy of the Consolidated Audited Financial Statements as at March 31, 2006.

A letter to the Audit Committee was also circulated to Board members which outlined the key findings of the Audit.

**MOTION 06 – 036**

**Dot Connolly/Esther Fyk**

That the Board accept the Auditor’s Report as presented.

**CARRIED**

9.2 Approval of Board Committee Membership.

André Rémillard stated that the Nominating Committee had reviewed the preferences submitted by Board members for membership on the various Board Committees. Mr. Rémillard stated that balancing Board preferences was considered as well as ensuring a mix of new and longer term Board members.

The Nominating Committee presented the following for Board consideration and approval:

- **Eastern District Health Advisory Council** – Anne Lacquette and alternate Heather Morden.
- **Western District Health Advisory Council** – Paul Freed and alternate Myrtle Bilow.
- **Regional Mental Health Advisory Council** - Gerald Shewchuk and alternate Rowena Powell.
- **Finance/Audit Committee** – Dot Connolly (Chair), Barry Chalmers, John Zaplitny, and Doreen Stammen.
- **Executive Committee** – Lynda Mann (Chair), Dot Connolly, John Zaplitny, Paul Overgaard, and Barry Chalmers.
- **Program and Planning Committee** – Heather Morden (Chair), Rowena Powell, Esther Fyk, Myrtle Bilow, and Monica Black

- **Community Relations Committee** – Paul Overgaard (Chair), Anne Lacquette, Paul Freed, and Gerald Shewchuk.
- **Leadership and Partnership Committee** – Heather Morden (Chair), Rowena Powell, Esther Fyk, Myrtle Bilow, and Monica Black.

**MOTION 06 – 037**

**Dot Connolly/Esther Fyk**

That the Board approve the Board Committee membership as presented by the Nominating Committee.

**CARRIED.**

Ann Lacquette inquired about that status of her membership on the Provincial Aboriginal Advisory Committee? It was agreed that she continue as the Parkland's representative and that this item will be reviewed along with the annual review of GP-14 Board Linkage with Other Organizations.

**10. MONITORING:**

**10.1 E5-2 Effective and Appropriate Care In The Appropriate Setting.**

Mavis Wood presented the Board monitoring report regarding effective and appropriate care in the right setting.

Indicators reported on included:

- Surgical Day Case Rates.
- C-Section Rates.
- Hysterectomy Rates.
- Re-admission Rates for Same/Related Diagnosis.
- Units of Service and Open Cases At Year End:
  - Mental Health – Child & Adolescent, Adult, Geriatric
  - Home Care
  - Diabetes
  - Therapy.

Discussion ensued regarding the data presented. A question was posed regarding C-Section Rates: Data presented was the number of c-sections rather than percentages of births delivered by caesarian section. This data will be presented to the Board at the next meeting.

Clarification was requested regarding the Diabetes Education Resource Program data: Rate of contacts vs. number of clients. Linda Kulkarni will be asked to speak to this data at the August Board meeting.

Rating:

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

**10.2 EL-3 Budgeting/Financial -**

Gerald Hackenschmidt presented the Executive Limitation report regarding budgeting for the fiscal year. Mr. Hackenschmidt stated that this EL report was essentially a summary of the information provided in the Health Plan as presented to the Board at the May meeting.

Rating:

The CEO is in full compliance with this EL policy (actually the Reasonable Interpretation of it). The Board commends the CEO for exemplary performance.

10.3 EL-7 Access to Services –

André Rémillard presented the Executive Limitation which provided a list of supporting statements to demonstrate compliance with this policy to ensure that appropriate health services are accessible to all people of the Region in a timely manner.

Discussion ensued by the Board and it was noted that staffing shortages continue to impact the outcome of this Executive Limitation.

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 EL-16 Health Planning –

André Rémillard presented this Executive Limitation and supporting statements to demonstrate compliance with this policy which ensures the development and implementation of a health planning processes is completed that is sensitive to the needs of the Region's population and within the resources available to the Region.

Rating:

The CEO is in full compliance with this EL policy (actually the Reasonable Interpretation of it). The Board commends the CEO for exemplary performance.

**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:

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

- Financial position
- Director expense claims
- Draft of policy regarding bad debt collection. This policy was developed in response to a need identified by the Finance Committee. The Board reviewed the policy as presented by the Finance Committee.

**MOTION 06 – 038**

**Dot Connolly/John Zaplitny**

That the Board approve the Bad Debt Collection Policy as presented by the Finance Committee.

**CARRIED**

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

11.3 Vice President, Corporate:

Report as circulated.

**MOTION 06-039**

**Paul Freed/Esther Fyk**

That the Board approve the Financial Report as presented.

**CARRIED.**

11.4 Vice President Facilities Report:

Report as circulated.

**MOTION 06-040**

**Heather Morden/Rowena Powell**

That the Board accept the VP Facilities Report as presented.

**CARRIED.**

11.5 Vice President Community Report:

Report as circulated.

**MOTION 06-041**

**John Zaplitny/Gerald Shewchuk**

That the Board accept the VP Community Report as presented.

**CARRIED.**

11.6 Vice President Medical Report:

Dr. Robert Stecher presented a verbal report on recruitment efforts in the Region. Dr. Stecher reported that 4 of the graduates from the Parkland Family Practice Residency Program had been retained to work in the Region. Two for short term stays and two had agreed to a one-year placement at this time. The physicians would be working in Dauphin and Ste. Rose. Dr. Stecher also reported that the Region had been contacted by a B-Level trained Radiologist interested in working in Dauphin for at least one year.

Dr. Stecher stated that options are being explored to increase the skill of general practice (GP) family practitioners including GP-Anesthetists and GP-Obstetrics. Currently, several Dauphin physicians are also trained in Anesthesia and support the surgery programs at the Dauphin Regional Health Centre. Dr. Stecher reported that another GP has completed training in Obstetrics which also helps in the Obstetrical On Call rotation at the Dauphin Regional Health Centre.

Other initiatives reported on by Dr. Stecher include the development of an Itinerant Program. Dr. Fjeldsted and Dr. Wiens are leading the work being done in this area.

The Board expressed appreciation to Dr. Stecher for his attendance today at the Board meeting and for the innovative solutions being looked at to meet the needs of this Region.

11.7 Program & Planning Committee:

No report.

- Leadership and Partnership Committee Report-  
No report.

11.8 Community Relations Committee:

Paul Overgaard provided the Community Relations report on behalf of the Committee.

Advisory Councils:

- Eastern and Western District Health Advisory Councils next meetings scheduled for October.
- Regional Mental Health Advisory Council next meeting scheduled for September. Gerald Shewchuk will be representing the Provincial Mental Health Advisory Council at a Schizophrenia Conference this summer and will report back to the Committee on that conference.
- The Committee discussed the process for communicating back and forth between Councils and the Community Relations Committee.
- The Advisory Council Workshop is tentatively scheduled for September 2006.

Terms Of Reference:

- The Committee reviewed the Terms of Reference and noted no changes to the policy at this time.

**MOTION 06-042**

**Paul Freed/Barry Chalmers**

That the Board accept the Community Relations Committee Report as presented.

**CARRIED.**

11.9 Chief Executive Officer Report:

Report as circulated.

**MOTION 06-043**

**John Zaplitny/Rowena Powell**

That the Board accept the Chief Executive Officer Report as presented.

**CARRIED.**

11.10 Chair Report:

Lynda Mann began her report by thanking the Board for the opportunity to attend the National Health Care Conference. Ms. Mann stated that she had prepared a written report on the Conference and that this report would be made available to Board members in the next Board package. Ms. Mann noted that all of the PowerPoint Presentations from the Conference will be available on the conference website after June 30/06. [www.healthcareconference.org](http://www.healthcareconference.org)

Ms. Mann reported on some of the discussions at the last Council of Chairs meeting which included discussion on stipends for Board members and Interfacility Transport issues. Ms. Mann stated that Minister Sale had made the commitment to review the matter of interfacility transport.

**MOTION 06-044**

**Paul Overgaard/Esther Fyk**

That the Board accept the Chair Report as presented.

**CARRIED.**

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 Swan River Board Meeting Follow Up Letter.
- 12.4 Letter from Anna Stewart.
- 12.5 Letter to Manitoba Health Emergency Services re Out Of Province Interfacility Transfers Inquiry from Board Luncheon Meeting in Swan River.
- 12.6 PRHA Staffing Announcements.
- 12.7 Letter To D. Whyte re Board Meeting Times.
- 12.8 Board Governance Newsletters.
- 12.9 Copies of Correspondence received from Swan River Area Communities re RHA Act and local responsibility.
- 12.10 Correspondence re PHIA Legislations Amendments.

**13. IN-CAMERA ITEMS:**

13.1 Judge George Memorial Award

**MOTION 06-045**

**Esther Fyk/Gerald Shewchuk**

That the meeting convene in camera.

**CARRIED.**

**MOTION 06-046**

**Paul Freed/Doreen Stammen**

That the meeting re convene out of camera.

**CARRIED.**

**MOTION 06-047**

**Esther Fyk/Barry Chalmers**

That the Board nominate José Randell for the Judge George Memorial Award.

**CARRIED.**

**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:**

- Like to see Committee meetings and Board meeting on the same day.
- We need to look at ways to shorten the length of Board meetings – days are very long.
- Community Relations Committee agenda is long for next meeting – suggest starting committee meeting earlier.
- Don't read reports aloud that have been included in mail out.
- Enjoyed the delegations at today's meeting. Excellent way of communicating.
- Suggestion to look at meeting agendas of other RHA's to look for opportunities for improvement.
- Board members can read reports on their own and ask questions during report time.
- Good questions in letter of invite- stimulating interest and good conversation.
- Verbal reports shortened and have opportunity for questions.
- Suggestion that some Committee meetings could be held via teleconference prior to Board meeting day.
- Suggestion: Program and Planning Committee look at Board meeting agendas and accommodating Committee meetings.
- Add Praxis Board Education Sessions to Program and Planning Committee meeting August.
- Lynda Mann stated that she may be unable to attend the August Board meeting and requested to be excused from that meeting if need be.

**MOTION 06-048**

**Dot Connolly/Doreen Stammen**

That the Board excuse Lynda Mann from the August meeting.

**CARRIED.**

**15. UPCOMING MEETINGS:**

15.1 Next Regular Board Meeting –August 28, 2006 – Roblin.

**16. STIPEND AMOUNT FOR MEETINGS:**

- Full Day for today's meeting.

**17. ADJOURNMENT:**

The meeting was adjourned at 1715 hours.

**MOTION 06-049**

**Dot Connolly/Monica Black**

That the meeting be adjourned.

**CARRIED**