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**BOARD MEETING SEPTEMBER 25, 2006**

LEGION HALL – BIRCH RIVER, MANITOBA

13:00 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, Heather Morden, Paul Freed

Excused:

Absent:

Regrets: Barry Chalmers

Staff: André Rémillard, Gerald Hackenschmidt, Linda Kulkarni, 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 1:02 pm.

**2. ADOPTION OF AGENDA:**

Additions:

- 7.1 Burtwood RHA Internal Audit Report

**MOTION 06– 066**

**Paul Freed/Myrtle Bilow**

That the Agenda be adopted as amended.

**CARRIED**

Paul Overgaard and Anne Lacquette both noted that they would be leaving today's meeting at 3:30pm.

**3. ADOPTION OF MINUTES:**

3.1 Minutes of June 26, 2006 Regular Board meeting.

Amendments:

- Spelling errors noted and corrected.

**MOTION 06-067**

**Esther Fyk/Monica Black**

That the Minutes of the August 25, 2006 Board meeting be adopted as amended.

**CARRIED**

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

None.

**5. ITEMS FOR DECISION**

5.1 PRHA Annual General Meeting Potential Date Change:

André Rémillard presented a briefing note regarding a potential change in date of the Annual General Meeting to accommodate the guest speaker- Health Minister Theresa Oswald. The proposed date would be one day prior (November 22/06) and would take place in the Banquet Room of the Dauphin Joint Rec Complex.

**MOTION 06-068**

**Monica Black/John Zaplitny**

That the Board approve the Annual General Meeting be rescheduled for November 22/06.

**CARRIED**

Following discussion about the Annual General Meeting, the Board discussed the tentative Board Education Session to be held the day following the AGM. This would mean that the session would now move to November 23/06. Suggested topics for this session should be forwarded to Heather Morden for consideration by the Program and Planning Committee. One suggestion was for time to be allotted for a debrief of the health conferences attended by Board members.

## **6. GOVERNANCE PROCESS:**

### **6.1 GP-3 Governance Style-**

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

### **6.2 GP-9 Board/Committee/CEO Expenses-**

Dot Connolly reported that the Finance Committee had reviewed the Directors' and CEO's expense claims and recommended them to the Board for approval.

#### **MOTION 06-069**

#### **Dot Connolly/John Zaplitny**

That the Board approve the Directors' and CEO's expense claims for payment.

**CARRIED**

### **6.3 BC-1 Delegation to the CEO –**

The Board completed its annual review of the Board Self-Monitoring Report regarding Delegation to the CEO.

Rating: The Board rated itself as fully compliant with this policy.

### **6.4 BC-2-**

The Board completed its annual review of the Board Self-Monitoring Report regarding the Chief Executive Officer Job Description.

Rating: The Board rated itself as fully compliant with this policy.

## **7. OTHER:**

### **Burntwood RHA Executive Summary re Internal Audit –**

André Rémillard circulated a copy of the Internal Audit of the Burntwood RHA and correspondence from Manitoba Health. By October 31, 2006, RHAs are asked to review the recommendations for applicability to their Region and report on how their Region plans to address any deficiencies that may exist.

The suggestion was made that the Finance Committee review the document and make recommendations to the Board for consideration.

#### **MOTION 06-070**

#### **Esther Fyk/ Paul Freed**

That the Board's Finance Committee review the Burntwood Audit with members of PRHA Executive and make recommendations to the Board.

**CARRIED**

## **8. BOARD EDUCATION:**

### **8.1 Health Plan Presentation –** Deferred to future meeting.

### **8.2 Healthy Child Manitoba – Connecting the Dots.**

The Board viewed the video presentation of Connecting the Dots, an initiative of Healthy Child Manitoba. The multi departmental government initiative focuses on healthy development of children across the continuum and offers a number of programs for parents and children that focus on all aspects of children's health from infancy and beyond. The presentation highlighted some of the programs and

services including the Home Visitor program which offers support to parents of young children through home visits and mentoring by a Home Visitor from Community Health Services.

The Board expressed appreciation for the presentation and noted that it was a very important initiative.

Linda Kulkarni added that a number of staff in our Region are being trained for the “Triple P” initiative (Positive Parenting Program).

## 9. ITEMS REQUIRING BOARD APPROVAL:

### 9.1 Board Travel Expenses for Out of Region Travel-

The Program and Planning Committee reviewed the registrations for attendance at the various conferences in Winnipeg noting that nine Board members had applied to attend the Provincial Health Conference, seven of those had also applied to attend the Manitoba Centre for Health Policy Rural and Northern Health Care meeting and one member applied to attend a Praxis education session.

#### **MOTION 06 – 071**

#### **John Zaplitny/Esther Fyk**

That the Board approve travel expenses for out of Region travel for nine members to attend the Provincial Health Conference, seven members to attend the Rural and Northern Health Care meeting and one member to attend the Praxis education session.

**CARRIED**

## 10. MONITORING:

### 10.1 E3 Healthy Lifestyle Choices –

Linda Kulkarni presented the monitoring report on Healthy Lifestyle Choices which focused on the following indicators:

- Healthy Eating
- Healthy Body Weight
- Physical Activity Level
- Smoking
- Second Hand Smoke
- Accidental Injury.

Rating:

Reasonable progress is being made toward the ultimate achievement of this End. The Board commends the CEO for satisfactory performance.

Comments:

- André Rémillard noted that Theresa Oswald, then Minister of Healthy Living, had reported to the Council of Chairs that the Non Smokers Health Protection Act will be extended to include Reserves as well.
- A request was made to include comparable data of our region to other regions in next year’s report related to accidental injury rates.

### 10.2 EL-13 Partnerships –

André Rémillard presented the Executive Limitation report regarding partnerships. It was noted that there may be other partnerships that exist between other organizations and the PRHA, however, this list is comprised of organizations with formalized agreements with the PRHA.

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 Ethics and Research –

André Rémillard presented the Executive Limitation report regarding Ethics and Research. Mr. Rémillard noted the Region does not currently have a formalized process for ethical decision making but that the Regional Ethics Committee continues to work on development of this process. Once completed, regional education will take place regarding the roll out of the ethical decision making guideline process.

Rating: Reasonable progress is being made toward the ultimate achievement of this END. The Board commends the CEO for satisfactory performance.

**11. INFORMATION REQUESTED BY THE BOARD:**

11.1 Ownership/Stakeholder Communication:

No luncheon meeting presentations were made, however, one invited representative did attend today's meeting as an observer.

11.2 Finance Committee Report:

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

- Financial position
- Director and CEO expense claims.
- Capital Projects.
- Directions from the Deputy Minister resulting from the Burntwood Internal Audit Report (see Item 7.)

The minutes of the August meeting of the Finance Committee as well as copies of the Financial Statement were provided to the Board in their packages.

Gerald Hackenschmidt reported on the financial statements noting that the projected year-end deficit for 2006/07 is now estimated to be \$2.9 million.

**MOTION 06 – 072**

**Dot Connolly/John Zaplitny**

That the Board accept the Financial Report presented.

**CARRIED**

11.3 Program and Planning Committee Report:

Heather Morden reported on the Program and Planning meeting that took place via teleconference on September 22/06.

Key items discussed during the teleconference included:

- Upcoming educational events-
  - Board member applications for Health Conference attendance.
- Leadership and Partnership Committee Report-
  - The last L & P meeting was held on September 11/06. Accreditation was a major focus of the meeting. It was agreed that this Committee and the Affiliate Boards would review the Accreditation Standards #1 - #4 for the next L & P meeting on November 6/06.
- Accreditation Process Concerns –
  - André Rémillard outlined the concerns of the PRHA with the upcoming proposed accreditation survey process noting that there would be a substantial cost increase (in excess of \$100,000) if the process takes place as proposed by the CCHSA. Mr. Rémillard stated that this issue has not been resolved yet and we plan to meeting with affiliates as well as CCHSA on the issue.

The minutes of the August meeting of the Program and Planning Committee were circulated at Board meeting last month.

**11.4 Community Relations Committee Report:**

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

- **Advisory Council Workshop:**
  - The agenda for the Workshop was reviewed and recommended to the Board for acceptance.
  
- **Advisory Council Reports:**
  - EDHAC – no report, next meeting October 18/06.
  - WDHAC – no report, next meeting October 18/06.
  - RMHAC- Meeting of September 20<sup>th</sup> report by Gerald Shewchuk. Mr. Shewchuk stated that the Council had received a presentation by Eleanor Snitka on the Stigma of Mental Illness. The Council was recommending that a similar presentation be made to the Board and that the Board consider developing ENDS related to mental illness and recovery. The next meeting of the RMHAC is October 4/06.

**MOTION 06 – 073**

**Dot Connolly/Monica Black**

That the Board accept the recommendation of the Regional Mental Health Advisory Council to have a presentation on the Stigma of Mental Illness and to consider developing ENDS related to mental illness and recovery.

**CARRIED**

Further discussion took place regarding the timing of the presentation on the Stigma of Mental Illness. It was suggested that Gerald Shewchuk could also make a presentation on the Schizophrenia Conference he had attended as well as perhaps a presentation from Bob Curle on the supported housing units currently under construction in Dauphin. The Program and Planning Committee will consider these topics for an upcoming Board education session.

The minutes of the August Community Relations Committee meeting were included in today's Board package.

**11.5 Vice President Corporate Report:**

Report as presented.

**11.6 Vice President Facilities Report:**

Report as presented.

**11.7 Vice President Community Report:**

In addition to the report presented, Linda Kulkarni circulated a copy of the Seniors Abuse Resource Guide for the Board to browse and each Board member was given a copy of the brochure regarding awareness of seniors abuse issues. Ms. Kulkarni noted that the brochures have been widely distributed in the Region, but asked that Board members notify Blaine Kraushaar at the Corporate Office if they find them absent in places where it may be helpful to have them available for the public.

**11.8 Vice President Medical Report:**

Report as presented. In addition André Rémillard provided a brief update on the changes that will take place in how the CAPE process is administered for International Medical Graduates.

11.9 Chief Executive Officer Report:

André Rémillard added to his report as presented stating that Mavis Wood would represent the PRHA and bring greetings at the upcoming 60<sup>th</sup> Annual Provincial Auxiliary meeting taking place in Dauphin. In addition, Mr. Rémillard reported that he had participated in a live radio (Swan River) interview last week with Wayne Pierrepoint, and Mayor Glen Mackenzie of Swan River regarding the proposed devolution of the Swan Valley Health Facilities to the Parkland Regional Health Authority.

11.10 Chair Report:

Lynda Mann reported on the discussions of the last Council of Chairs meeting noting that many issues related to governance and accountability issues brought to the forefront as a result of the Burntwood RHA Internal Audit Report.

Some of the items discussed included:

- RHA reviews of Burntwood Audit
- Governance Manual for RHAs (copies supplied to Board members).
- Finance Committee Treasurer Position- guidelines will be developed based on a revision to the Board Bylaw and will be sent to the RHAs.
- Manitoba Health will now require contracts for any new CEOs within RHAs.
- Public Interest Disclosure Act (Whistleblower protection) is to be proclaimed.
- Board member auto insurance coverage.
  - Additional insurance is required for Board members who do not currently have “all purpose” insurance.

**MOTION 06 – 074**

**Monica Black/Myrtle Bilow**

That the Board amend the transportation policy to reflect the requirement for “all purpose” coverage for those members who drive to Board meetings in their own vehicles.

**CARRIED**

Other items of interest discussed at the Council of Chairs meeting included:

- Parkland’s nomination of José Randell for the Judge George Memorial Award was accepted.
- Gerry Gattinger’s nomination to the HEPP Board was accepted by RHAM.
- New Board member Provincial Orientation session to take place in November in Winnipeg.
- No discussion took place regarding stipend rate changes.

**MOTION 06 – 075**

**Rowena Powell/Gerald Shewchuk**

That the Board accept the reports as presented for information.

**CARRIED**

**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 Roblin Board Meeting Follow Up Letter.
- 12.4 Revised Governance Process Policies for insertion into Board Policy Binders.
- 12.5 Letter of Invitation to Honoured Guests for Employee Long Service Banquet.
- 12.6 PRHA Staffing Announcements- not available this month.
- 12.7 Revised Board Contact Information – *not for distribution*.
- 12.8 Manitoba Government News Release re Cabinet Appointments.

**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 information. Pleased with Seniors Abuse Resource Guide.
- This venue is not suitable for meetings due to the noise from the fans. Also request that side conversations cease as it makes it difficult to hear the speaker.
- Congratulations to André Rémillard on 10 years of service with the PRHA. Appreciate his support.
- Congratulations André and thanks to staff.
- Good meeting with good timing.
- Good job Chairing today's meeting.
- Appreciate the new agenda format. Congrats to André.
- Mental Health Week Oct.1-7. Events taking place including kick off march to Vermillion Park and "Big Daddy Tazz" comedy performance in support of mental health heroes.

**15. UPCOMING MEETINGS:**

15.1 Advisory Council Workshop – St. Viator's Wednesday, September 27/06.

15.2 Cultural Sensitivity Awareness Training – Friendship Centre – Dauphin, Thursday, September 28/06.

15.3 MCHP Rural and Northern Health Care Meeting, Winnipeg. October 24/06.

15.4 Provincial Health Conference, Winnipeg. October 25 & 26/06.

15.5 Next Regular Board Meeting – October 30/06 Winnipegosis.

**16. STIPEND AMOUNT FOR MEETINGS:**

- Full Day for today's meeting.

**17. ADJOURNMENT:**

The meeting was adjourned at 16: 05 hours.

**MOTION 06-076**

**Dot Connolly/Heather Morden**

That the meeting be adjourned.

**CARRIED**

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Lynda Mann, Chair

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André Rémillard, Secretary