

BOARD MEETING APRIL 30, 2007
COMMUNITY HALL - ALONSA, MANITOBA
13:00 HOURS

Present: Lynda Mann- Chair, Barry Chalmers, Monica Black, Rowena Powell, Heather Morden, Paul Overgaard, John Zaplitny, Paul Freed, Dorothy Connolly, and Doreen Stammen, Anne Lacquette, John Tichon

Excused: Gerald Shewchuk,

Absent:

Regrets: Myrtle Bilow

Staff: Allan Bradley, Maggie Campbell, Gerald Hackenschmidt, Blaine Kraushaar, and Karen Vendramin (Recording Secretary)

Guest: Ruth Ogden- Manitoba Health Liaison

1. CALL TO ORDER:

Lynda Mann called the Board meeting to order at 1:00 pm. Allan Bradley, Chief Executive Officer for the PRHA and John Tichon, Board member were welcomed to their first PRHA Board meeting.

2. ADOPTION OF AGENDA:

Additions:

- Item 9.2 Board Committee Membership
- 12.11 Correspondence re Nomination for Premier's Volunteer Service Award
- 12.12 Thank You Card from André Rémillard
- 13.1 Critical Incident Report

MOTION 07- 001

Paul Overgaard/Rowena Powell

That the Agenda be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES:

3.1 Minutes of Regular Meeting March 26, 2007.

MOTION 07-002

Dot Connolly/Paul Freed

That the Minutes of the March 26, 2007 Regular Board meeting be adopted as circulated.

CARRIED

3.2 Minutes of In Camera Meeting March 26, 2007

MOTION 07-003

Paul Overgaard/John Zaplitny

That the Minutes of the March 26, 2007 In Camera Board meeting be adopted as circulated.

CARRIED

4. FOR REVIEW

None.

5. ITEMS FOR DECISION

None.

6. GOVERNANCE PROCESS:

6.1 GP-3 Governance Style-

The Board reviewed the evaluation summary of the Board's meeting on March 26/07.

6.2 GP-9 Board/Committee/CEO Expenses-

Dot Connolly reported that the Finance Committee had met earlier and had reviewed the Director and Interim CEO expense claims and recommended them for approval.

MOTION 07-004

Dot Connolly/John Zaplitny

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

CARRIED

6.3 GP-17 Appointment of An Auditor-

The Board conducted its annual review of Governance Process Policy 17 regarding the Appointment of an auditor. No changes were made to the policy.

Rating: Fully achieved.

7. Delegations/Presentations:

None.

8. BOARD EDUCATION:

None.

9. ITEMS REQUIRING BOARD APPROVAL:

9.1 Medical Privileges-

Lynda Mann stated that a briefing note regarding granting of medical staff privileges was included in the package.

MOTION 07-005

Barry Chalmers/ Anne Lacquette

That the Board approve Medical Staff Privileges at the Swan Valley Health Facilities for Dr. Gene Michael Theodore (Gen. Practice, Medicine, General Surgery, Obstetrics, Gynecology, Anesthesia).

CARRIED

9.2 Board Committee Membership

Lynda Mann stated that the Board Executive Committee had met earlier today to review Board member preferences for the various Board Committees for 2007/08. A summary of the preferences had been prepared for the Executive Committee.

In addition to Board Committee memberships, the Position of Vice Chair needed to be filled in accordance with the Board Bylaw.

John Zaplitny was nominated as Vice Chair for 2007/08 by Doreen Stammen. Lynda Mann called for other nominations: once, twice, three times. No other nominations were made. Heather Morden moved that nominations be closed.

Lynda Mann read the Committee membership proposed by the Executive Committee, based on Board member's stated preferences.

Vice Chair:

John Zaplitny

Eastern District Health Advisory Council (EDHAC):

Board Rep – Anne Lacquette

Board Rep Alternate – Rowena Powell

Western District Health Advisory Council (EDHAC):

Board Rep – Paul Freed

Board Rep Alternate – Barry Chalmers

Regional Mental Health Advisory Council (RMHAC):

Board Rep – Gerald Shewchuk

Board Rep Alternate – John Tichon

Community Relations Committee:

Chair- John Zaplitny

EDHAC – Anne Lacquette

WDHAC – Paul Freed

RMHAC – Gerald Shewchuk

Finance/Audit Committee:

Chair - Dot Connolly

Doreen Stammen

Barry Chalmers

Paul Overgaard

Executive Committee:

Chair- Lynda Mann

Finance Chair- Dot Connolly

Vice Chair- John Zaplitny

Heather Morden

Paul Overgaard

Program and Planning Committee: (Members also participate on Leadership and Partnership Team)

Chair - Heather Morden

Rowena Powell

Myrtle Bilow

Anne Lacquette

John Tichon

MOTION 07-006

Anne Lacquette/John Tichon

That the Board approve the recommendations of the Executive Committee for Board Committee membership and the Vice Chair position as presented.

CARRIED

10. MONITORING:

10.1 E5-3 Disaster Preparedness –

Gerald Hackenschmidt presented the monitoring report to the Board on Disaster Preparedness. Follow up information will be presented to the Board at the next meeting on the following items:

- How many of the communities in the Region have Memorandums of Understanding (MOUs) for a coordinated Disaster Response with the PRHA?

- Do First Nations communities require MOUs for a coordinated Disaster Response?
- How many PRHA staff have taken the Incident Command Course?
- Protocols/practices for emergency mental health resources (i.e. child psychiatry service).

Rating:

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

10.2 EL-4 Financial Condition

Gerald Hackenschmidt presented the quarterly financial condition report to the Board. Mr. Hackenschmidt reported that the projected year-end deficit for 06/07 fiscal year is \$2.88 million.

Rating: The CEO is in partial compliance with this EL policy (actually the reasonable interpretation of it). The Board commends the CEO for satisfactory performance.

10.3 EL -5 Asset Protection

Gerald Hackenschmidt presented the Executive Limitation 5 report to the Board regarding Asset Protection. A number of supporting documents were also included in the report to the Board.

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.

10.4 EL-6 Treatment of Clients

Gerald Hackenschmidt provided the Executive Limitation 6 report to the Board regarding the Treatment of Clients. In addition, Maggie Campbell presented the Quarterly Patient Safety Monitoring Report which included data on Falls, Medication Variance and Readmission Rates. Data was also provided to the Board on the number of Critical Occurrences, Critical Incidents, and notifications of Significant Changes to the Office of the Chief Medical Examiner (OCME).

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.

Comments:

- Suggestion made to clarify wording regarding data indicators in the patient safety report (i.e. numbers vs. percentages).

10.5 EL-9 Communication/Support to the Board

The Board conducted its annual review of Executive Limitation policy 9 regarding the Communication/Support to the Board. No changes were made to the policy.

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:

Members of the Board acknowledged the detail in today's presentations and noted that it was positive to hear about the creativity and ingenuity being utilized to promote health and wellness.

11.2 Finance Committee Report:

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

- Reviewed Director/Interim CEO expense claims.

- Capital Projects Update.
- Audit Calendar
- Review of April 13/07 meeting with MLAs.
- CEO moving expenses as presented to Finance Committee in briefing note.
- Final Transfer of Swan Valley Health Facilities to Parkland Regional Health Authority.
Gerald Hackenschmidt reported that the Committee had reviewed and discussed the audited financial position of Swan Valley Health Facilities as of the transfer date.

MOTION 07-007

Dot Connolly /John Zaplitny

That the Board accept the transfer of Swan Valley Health Centre.

CARRIED

- Financial Statements reviewed.

MOTION 07-008

Dot Connolly/John Zaplitny

That the Board accept the financial statement as presented which reflects a projected year end deficit for 06/07 of \$2.88 million.

CARRIED

11.3 Program and Planning Committee Report:

Heather Morden reported that arrangements for the May 27 & 28/07 Board meetings had been finalized and agendas would be sent out for both sessions.

Discussion ensued as to an appropriate time to recognize former Board member Esther Fyk for her years of service on the Board. It was agreed that a letter of invitation should be sent to Ms. Fyk on behalf of the Board inviting her to supper with Board and Staff on May 27/07 in Swan River.

Ms. Morden asked if Board members had any suggestions for upcoming education items, to forward them to her for the Committee's consideration. Suggestions made included:

- Office of Rural and Northern Health presentation.
- Protocol for departing members.
- Enviro friendly options vs. Styrofoam at Board meetings.

The next Leadership and Partnership Committee meeting is scheduled for May 14/07 at 10:00.

11.4 Community Relations Committee Report:

Paul Overgaard reported that the Committee had met earlier this morning. The minutes of the March 26/07 meeting were included in today's package.

- Advisory Council Reports:
 - **EDHAC** – A verbal report of April 18/07 meeting was provided by Blaine Kraushaar. Next meeting TBA.
 - **WDHAC** – Meeting of March 28/07:
 - Shayne Yaschyshyn- Director of Emergency Medical Services gave a presentation on disaster management.
 - New application for membership to be discussed at next meeting.Next meeting May 16, 2007 at 7:00pm – Via Telehealth
 - **RMHAC**- Next Meeting June 13/07 via Telehealth.

Blaine Kraushaar also reported on the PRHA Volunteer Service Awards nominations.

The next Community Relations meeting will be on May 28, 2007 in Swan River.

11.5 Vice President Corporate Report:

Gerald Hackenschmidt added to his report noting that E-Health is just being rolled out in the Province and he will provide more information following Manitoba Health's presentation to the RHAs.

11.6 Vice President Facilities Report:

Report as circulated.

11.7 Vice President Community Report:

Maggie Campbell highlighted information presented in her report regarding:

- Chronic Disease Prevention Initiative (CDPI)
- Mental Health Awareness Week activities
- Safe Kids Week

In addition, information was provided on the Get Better Together Project being piloted in Dauphin and McCreary that will focus on behaviour changes that will increase health and wellness.

11.8 Vice President Medical Report:

No report this month.

11.9 Chief Executive Officer Report:

Interim Chief Executive Officer Report as circulated.

In addition, new Chief Executive Officer, Allan Bradley commented that he will be "listening and learning" over the next few months and that he will begin touring facilities and sites in the Region to familiarize himself further about the region, its programs and staff.

11.10 Chair Report:

Lynda Mann noted that the March Council of Chairs minutes were included in today's package.

Ms. Mann also expressed the Board's highest commendation to Mavis Wood for handling of difficult issues over the past while.

Ms. Mann asked Board members if there were any questions or comments that should be considered when the Council of Chairs meets to discuss the RHA Review announced by Manitoba Health?

11.11 Minutes of Advisory Councils:

The draft minutes of the WDHAC meeting from March 28 /07 were included in today's package as well as a copy of the booklet developed by Regional Mental Health Advisory Council Member- Wes Rumak. Board members noted that the booklet was well done and requested that a letter of appreciation be sent to Mr. Rumak on behalf of the Board.

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 Board Follow Up Correspondence from Ste. Rose Luncheon Meeting.
- 12.4 Acceptance Letter to Amy Shaw.
- 12.5 EDHAC Correspondence to Linda Kulkarni.
- 12.6 WCB and IDMSC Correspondence re Disability Management Program.
- 12.7 Correspondence re Concerns re Grandview Clinic.

- 12.8 Correspondence to Mayor and Reeve of Grandview re Roblin ER Concerns.
- 12.9 Correspondence to Area Residents re Roblin ER Concerns.
- 12.10 Open Letter to Editor from PRHA.
- 12.11 Correspondence re Nomination for Premier's Volunteer Service Awards.
- 12.12 Thank You Card from A. Rémillard.

MOTION 07 – 009

John Zaplitny/John Tichon

That the Board meeting convene in camera.

CARRIED

13. IN-CAMERA ITEMS:

- 13.1 Patient Safety Matters
- 13.2 Roblin ER Closures

MOTION 07 – 010

Anne Lacquette/Doreen Stammen

That the Board meeting reconvene out of camera.

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 Comments:

- Good meeting, good messages.
- Ruth Ogden, Manitoba Health Liaison noted how highly Manitoba Health regards Mavis Wood and her handling of key issues. Ms. Ogden also welcomed Allan Bradley to Parkland on behalf of Manitoba Health and noted that he has a good team to work with in Parkland.
- Board Orientation session was very informative and very clear.
- Good meeting, interesting.
- Good meeting, good to hear about prevention work being done.
- Appreciated the preparation of presenter at noon meeting.
- Question raised re geo thermal payback time for construction of new building.
- Good to hear about health promotion initiatives taking place in the region.
- Allan Bradley noted that the Policy Governance is alive and well in PRHA and he looks forward to working with a great Board and Executive Staff.
- Appreciation expressed to Executive Staff for fine-tuning orientation session material.
- Barry Chalmers asked to be excused from May Board meeting.

MOTION 07 – 011

John Zaplitny/Dot Connolly

That the Board excuse Barry Chalmers from the May Board meeting.

CARRIED

15. UPCOMING MEETINGS:

- 15.1 Special Board Meeting – May 28/07 – Swan River Super 8 Motel Meeting Room @ 4 pm.
- 15.2 Next Regular Board Meeting – May 29/07- Swan River Health Centre Boardroom.

16. STIPEND AMOUNT FOR MEETINGS:

- Full Day for today's meeting.

17. ADJOURNMENT:

The meeting was adjourned at 16:15 hours.

MOTION 07 - 012

Dot Connolly/Doreen Stammen

That the meeting be adjourned.

CARRIED

Lynda Mann, Chair

Allan Bradley, Secretary