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**BOARD MEETING AUGUST 27, 2007**

COMMUNITY HALL – ROBLIN, MANITOBA

13:00 HOURS

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

Excused:

*Absent:*

*Regrets:*

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

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**1. CALL TO ORDER:**

Lynda Mann called the Board meeting to order at 1:14 pm.

**2. ADOPTION OF AGENDA:**

Amendments:

- Add Item: 7.1 Garth McKenzie - Presentation to the Board.

**MOTION 07– 050**

**Doreen Stammen/Gerald Shewchuk**

That the Agenda be adopted as amended.

**CARRIED**

**3. ADOPTION OF MINUTES:**

3.1 Minutes of Regular Meeting June 25, 2007.

**MOTION 07-051**

**Paul Overgaard/John Tichon**

That the Minutes of the June 25, 2007 Regular Board meeting be adopted as amended.

**CARRIED**

3.2 Minutes of In Camera Meeting June 25, 2007

**MOTION 07-052**

**John Zapitny/Heather Morden**

That the Minutes of the June 25, 2007 In Camera Board meeting be adopted as circulated.

**CARRIED**

**4. OF NOTE:**

4.1 Board Bylaw #1

Lynda Mann stated that this copy of Board Bylaw #1 is the final approved and signed version from Manitoba Health based on the amendments as agreed to earlier by the Board. Ms. Mann instructed Board members to place this copy of the Bylaw#1 in their Board binders and to discard the earlier version.

#### 4.2 RHA Review Submission

Lynda Mann outlined the process for the development of the RHA Submission to the RHA Review Panel. Ms. Mann stated that the Chairperson and the Chief Executive Officer are scheduled to meet with the Review Panel on October 2/07 in Brandon.

Members were asked if they had any questions or comments on the submission. Member comments included:

- Transparent
- Informative
- Educational
- Candid
- Impressive, and
- Well crafted.

Lynda Mann congratulated all those who had worked on the document, noting that it was thorough and well done.

Board members also conveyed their appreciation and gratitude to those involved in preparing the document, noting that as Board members, they were very proud of the finished product.

#### 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 June 25, 2007. Lynda Mann reminded Board members to include comments when they note an area of the meeting as requiring improvement.

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

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

#### **MOTION 07-053**

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

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

**CARRIED**

##### 6.3 GP-13 Board Linkage with Community

Lynda Mann presented this policy for its annual review by the Board. The policy outlines some of the guiding principles for linkage between the Board and the Community.

Board discussion ensued and it was suggested that this policy be reviewed at the Board's annual planning session to look at ways to enhance communication between the Board and the residents of the Region.

Rating:

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

##### 6.4 GP-14 Board Linkage with Other Organizations

Lynda Mann presented this policy for its annual review by the Board. The policy outlines some of the guiding principles for linkage with other organizations.

Rating:

This Governance Process Policy (actually, the RI of it) has been fully achieved

**7. Delegations/Presentations:**

7.1 Garth McKenzie

Lynda Mann introduced members of the Board to Garth McKenzie, citizen of Roblin.

Mr. McKenzie stated that he had made a request to address the Board regarding the physician situation in Roblin in an attempt to improve the situation in Roblin. He noted that since making the request, he had learned that the Board and the PRHA did not run the Roblin Clinic. He did, however, voice concerns regarding the management of the Clinic and the apparent problems between physicians in that Clinic. He stated that it was his opinion, that the difficulty in retaining physicians in the Roblin area was due in part to the ongoing problems at the Clinic. He stated that if the RHA were successful in recruiting new doctors, they likely would not stay long due to the conflicts within the Clinic, unless something could be done to improve that situation.

Mr. McKenzie thanked the Board for hearing his concerns.

Lynda Mann stated that recruiting physicians to rural areas is not a problem unique to Roblin and noted that recruitment is a challenge for many rural communities in the Province. Ms. Mann expressed appreciation for his presentation and for his time.

**8. BOARD EDUCATION:**

8.1 None.

**9. ITEMS REQUIRING BOARD APPROVAL:**

9.1 2006/07 Annual Report (Draft)

Lynda Mann noted that the draft version of the 2006/07 Annual Report was included in member packages for review.

Blaine Kraushaar added that there are still some highlighted areas in the document where additional information still needs to be entered prior to the submission of the final report to Manitoba Health.

Lynda Mann asked if there were any comments or suggestions regarding the report. Other than grammatical errors, it was suggested that there be a reference to the Leadership and Partnership Committee. Members were in agreement with this suggestion and Blaine will incorporate this information into the Board Committee section of the report.

Members expressed appreciation for all of the hard work in preparing this document and noted that it has become a more reader friendly version than in years past. Mr. Kraushaar added that this document will have a new look for next year as it becomes even more reader friendly.

**MOTION 07-054**

**Heather Morden/Anne Lacquette**

That the Board approve the draft version of the 2006/07 Annual Report.

**CARRIED**

**10. MONITORING:**

10.1 EL-4 Financial Condition Quarterly Report to June 30/07 –

Allan Bradley presented the quarterly financial condition report. Discussion ensued regarding the Board's compliance with this Executive Limitation and noted their difficulty in applying the current

rating system to this policy. It was agreed that the rating system for monitoring reports would be reviewed at the annual planning session.

Rating:

The CEO is in partial compliance with this EL policy and has adequately demonstrated reasons for and timely plans to achieve full compliance.

#### 10.2 EL-6 Treatment of Clients

Allan Bradley presented the quarterly patient safety monitoring report which falls under the Executive Limitation of Treatment of Clients. Mr. Bradley noted that the Board is responsible to ensure patient safety and that it is the Chief Executive Officer's responsibility to inform the Board on the various elements involved in monitoring and ensuring patient safety. Many of these elements have been developed or influenced by the Patient Safety Institute and the Canadian Council for Health Services Accreditation.

Discussion ensued regarding the differences between near misses and occurrences. It was noted that in addition to reporting occurrences, it is important for near misses to be reported as well so that the organization can learn from them and prevent similar occurrences in the future. Mr. Bradley acknowledged staff for their work in compiling this report.

Board members expressed appreciation for the comprehensive and informative report noting that it is an impressive report.

Rating: The CEO is in partial compliance with this EL policy and has adequately demonstrated reasons for and timely plans to achieve full compliance.

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

#### 11.1 Ownership/Stakeholder Communication:

Lynda Mann asked for comments on today's luncheon meeting with representatives from the Roblin community area. It was noted that the residents of this area are well aware of the issues surrounding physician recruitment.

Lynda Mann expressed gratitude to Allan Bradley, Mavis Wood and the other staff involved in getting the communication out to the residents of this area and for their handling of a very difficult situation here in Roblin.

#### 11.2 Finance Committee Report:

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

- Financial Statements reviewed

#### **MOTION 07-055**

**Dot Connolly/Barry Chalmers**

That the Board accept the financial statement as presented which reflects a projected year end deficit for 07/08 of \$3.84 million.

**CARRIED**

- Contributing factors for deficit projection
  - Increased activity at Dauphin Regional Health Centre and Swan Valley Health Centre.
  - Increased staffing costs due to overtime.
- Capital Projects Update-

- New CHS Building construction progressing with a projected move in date of January 2008.
- Asbestos removal process proceeding at several sites in the Region.

**MOTION 07-056**

**Dot Connolly/Doreen Stammen**

That the Board accept the Finance Committee report as presented.

**CARRIED**

Allan Bradley added to the Finance Committee report stating that a letter had been sent to Manitoba Health's finance department outlining the serious financial position of the PRHA and requesting direction from Manitoba Health to reduce the ongoing deficit position. Mr. Bradley stated that he will be meeting with Manitoba Health on September 13/07 regarding this matter.

A meeting is also scheduled at the end of September with the MLAs. Members felt that if the upcoming meetings do not produce results, the Board will request a meeting with Manitoba Health.

**11.3 Program and Planning Committee Report:**

Heather Morden reported that the Committee has not met since May 28/07. The minutes of that meeting are included in today's package.

The next Leadership and Partnership meeting is scheduled for September 10<sup>th</sup> to finalize the ROPs.

Upcoming events noted:

- AGM- November 15/07
- Board Education Session- November 16/07
- Health Conference(s) Winnipeg- November 20-22/07

**11.4 Community Relations Committee Report:**

John Zaplitny reported on the discussions of the Committee meeting held earlier this morning. The minutes of the June 25/07 meeting were included in today's package.

- Advisory Council Reports: No meetings were held over the summer months.
- Advisory Council Workshop: A survey was mailed out to Council members to identify education topics for the fall session.
- Volunteer Awards: The Committee reviewed the nominees and made the following recommendations to the Board for approval.
  - Individual Awards-
    - North District- Anne Nemez of Swan River
    - West District- Charles Brade of Roblin
    - East District- Co Winners –Edie Lloyd of McCreary and Millie McLukie of McCreary
    - Central District- Terry Tomlinson of Fork River
  - Group Award-
    - Patio Committee of the Winnipegosis Personal Care Home

**MOTION 07-057**

**John Zaplitny/Heather Morden**

That the Board approve the Volunteer Award recipients as presented.

**CARRIED**

- Annual General Meeting- It was suggested the AGM be held in Swan River this year.

**MOTION 07-058**

**Paul Freed/John Zaplitny**

That the Board approve holding the 2007/08 Annual General Meeting in Swan River if it can be accommodated by staff.

**CARRIED**

11.5 Vice President Corporate Report:

Gerald Hackenschmidt provided an update to his report noting that the hail damage to the Dauphin Regional Health Centre roof and ventilation system and to the roof of St. Paul's Home was quite substantial. These repairs are covered by insurance but it could be some time before they are completed.

11.6 Vice President Facilities Report:

No report- items covered in the other reports.

11.7 Vice President Community Report:

Report as presented.

11.8 Vice President Medical Report:

No report- items covered in the other reports.

11.9 Chief Executive Officer Report:

Allan Bradley highlighted the items identified in his report.

11.10 Chair Report:

Lynda Mann reported that the Council of Chairs is scheduled to meet in September.

11.11 Minutes of Advisory Councils:

No meetings held over the summer – no minutes available.

**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 Dauphin Luncheon Meeting.
- 12.4 Invitation to PRHA's 8<sup>th</sup> Annual Retirement and Long Service Banquet.
- 12.5 Letter to Julie Moar re Gravel Packers CD Presentation.
- 12.6 Letter from Minister of Health re International Medical Graduate Process.
- 12.7 Follow Up Correspondence re Letter of Concern to the Board.
- 12.8 Health Edition Newsletter.
- 12.9 Board Leadership Newsletters for Distribution.

**MOTION 07 – 059**

**John Zaplitny/John Tichon**

That the Board meeting convene in camera.

**CARRIED**

**13. IN-CAMERA ITEMS:**

- 13.1 Staffing Issues

**MOTION 07 – 060**

**John Zaplitny/Rowena Powell**

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:**

Lynda Mann acknowledged today's meeting as being Gerald Hackenschmidt's last PRHA Board meeting due to his resignation and planned move to the East Coast. Ms. Mann thanked Gerald for all of his work and consistency and stated that he leaves a legacy for those that come behind him.

Gerald Hackenschmidt responded that it is never easy to go but that it is the right time for him and his family to make this move.

Other comments from Board members:

- Farewell Gerald.
- Gerald you will be missed.
- Good-bye to Gerald- thanks for your knowledge and support.
- Gerald you have made things easier to understand.
- We will miss you.
- All the best to you.
- Gerald- good luck in your new position.

Other comments pertaining to today's meeting included:

- Good to come to a Board that is representative of the Region. This is a policy governance board but it is very informed on operational issues.
- Thanks for everyone's participation.
- Keep up the momentum on the financial issues.
- As we lobby government on financial matters we need to be reminded of what we could accomplish in health promotion if we did not have a deficit.
- Need to look at ways to link between minimum wage earners and encourage them to take the health care aide training programs.
- A very informative meeting.
- Good meeting. Health care sector is in a crunch across the country- we are not alone.
- Requests from Anne Lacquette, Heather Morden, Paul Overgaard to be excused from the September Board meeting.

**MOTION 07 - 061**

**Dot Connolly/John Zaplitny**

That Heather Morden, Anne Lacquette and Paul Overgaard be excused from the September 24, 2007 Board meeting.

**CARRIED**

**15. UPCOMING MEETINGS:**

- 15.1 Next Regular Board Meeting – September 24, 2007 – Mallard Community Hall.
- 15.2 Retirement and Long Service Awards – September 25, 2007 Dauphin.
- 15.3 Advisory Council Workshop - October 3, 2007 Dauphin.

**16. STIPEND AMOUNT FOR MEETINGS:**

- Full Day for June 25th meeting.

**17. ADJOURNMENT:**

The meeting was adjourned at 16:35 hours.

**MOTION 07 - 062**

**Dot Connolly/John Zaplitny**

That the meeting be adjourned.

**CARRIED**

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Lynda Mann, Chair

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Allan Bradley, Secretary