

BOARD MEETING OCTOBER 29, 2007
SUPER 8 MOTEL MEETING ROOM – DAUPHIN, MANITOBA
13:00 HOURS

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

Excused:

Absent:

Regrets: Dorothy Connolly, Paul Freed

Staff: Allan Bradley, Mavis Wood, Brenda Slobozian, Blaine Kraushaar, Kim Frykas (partial) and Karen Vendramin (Recording Secretary)

1. CALL TO ORDER:

Lynda Mann called the Board meeting to order at 1:04 pm.

2. ADOPTION OF AGENDA:

MOTION 07– 070

Rowena Powell/John Zaplitny

That the Agenda be adopted as circulated.

CARRIED

3. ADOPTION OF MINUTES:

3.1 Minutes of Regular Meeting September 24, 2007.

Amendments: Spelling correction- page 3, Item 11.3 change “Committed” to “Committee”.

MOTION 07-071

John Tichon/Gerald Shewchuk

That the Minutes of the September 24, 2007 Regular Board meeting be adopted as amended.

CARRIED

4. FOR REVIEW:

Lynda Mann presented the Board ByLaws for their annual review. It was suggested that any wording changes would be reviewed at the Annual Board Planning Session.

Lynda Mann announced that Manitoba Health had changed the Board nomination deadline to December 15th and that new forms would be distributed in the near future. It was also suggested that the RHA’s nomination to the Board be discussed at the Annual Planning Session.

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 September 24, 2007.

6.2 GP-9 Board/Committee/CEO Expenses-

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

MOTION 07-072

Doreen Stammen/Paul Overgaard

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

CARRIED

6.3 Quarterly Board Attendance Report

Lynda Mann presented the Quarterly Board Attendance Report. Some differences were noted. A revised report will be presented at the next meeting following further investigation.

6.4 GP-16 In Camera Discussions

Lynda Mann presented this policy for its annual review and self-assessment by the Board. The policy outlines the process for the Board's In Camera Discussions.

Rating:

The GP has been fully achieved.

7. Delegations/Presentations:

None.

8. BOARD EDUCATION:

8.1 Health Council of Canada Publications:

Allan Bradley highlighted the information contained on pages 1-36 of the Health Care Renewal in Canada: Measuring Up? and Jurisdictional Tables on Health Care Renewal . Members agreed to review pages 24-48 in preparation for the November meeting. Allan Bradley agreed to prepare a summary for the Board's review at the next meeting.

The Board noted that Mr. Bradley's presentation was well done and appreciated.

8.2 Framework for Ethical Decision Making

As part of the Board's ongoing education, Gordon Karpinka, Chair of the Regional Ethics Committee was invited to give a presentation on the work of the Ethics Committee to date. As part of his presentation to the Board, Mr. Karpinka led the Board through a review of the *Framework for Ethical Decision Making* document which had been developed by the Regional Ethics Committee. Mr. Karpinka noted that the Committee's mandate will now be on staff education.

The Board commended Mr. Karpinka for his passion and all of the hard work that has gone into the development of this document.

9. ITEMS REQUIRING BOARD APPROVAL:

9.1 Board Member Travel Out of Region

The Board reviewed the names of Board members attending the Rural and Northern Health Day and / or the Provincial Health Conference in Winnipeg in November.

Members attending both conferences:

- Anne Lacquette
- Doreen Stammen
- Gerald Shewchuk
- John Tichon
- Lynda Mann
- Paul Overgaard
- Heather Morden

- Rowena Powell

Members attending the Provincial Health Conference

- John Zaplitny
- Dot Connolly

MOTION 07-073

Paul Overgaard/John Tichon

That the Board approve out of region travel expenses for the above noted Board members.

CARRIED

10. MONITORING:

10.1 E-3 Healthy Lifestyle Choices –

Allan Bradley reviewed the monitoring report on healthy lifestyle choices. The indicators reported on in this report were:

- Teen pregnancy (Age 15-19 years)
- Cervical Cancer Screening (Women age 15+ years)
- Mammography Screening (Women age 50-69 years)
- Diabetes Risk Factor and Complication Assessments

Rating:

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

10.2 EL-4 Financial Condition

Allan Bradley presented the Executive Limitation 4- Quarterly Financial Condition report. As of August 31, 2007 the Region is projecting a year-end deficit of \$2.18 million.

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 Gordon Karpinka, Chair of the Regional Ethics Committee and Administrator of St. Paul's Home.

Board members agreed that Mr. Karpinka is very passionate and enthusiastic about the area of ethics and noted that the education session was very informative.

11.2 Finance Committee Report:

Paul Overgaard reported that the Finance Committee had met earlier and had discussed the following items:

- Capital Projects Update
- Auditors Management Letter
- Director and CEO expenses
- Financial Statements reviewed
- Follow up on meeting with the MLAs
- Meeting request with Manitoba Health

MOTION 07-074

Paul Overgaard/ Doreen Stammen

That the Board accept the financial statement as presented which reflects a projected year end deficit for 07/08 of \$2.18 million.

CARRIED

11.3 Program and Planning Committee Report:

Heather Morden reported that the Committee had met with the Accreditation Surveyors this morning prior to today's Board meeting.

Rowena Powell reported on the October 1/07 Leadership and Partnership Committee meeting where the Committee participated in a mock survey. The draft minutes of that meeting as well as the approved minutes of the September 10/07 meeting were included in today's package.

The next Leadership and Partnership meeting is scheduled for January 14/08.

Heather Morden noted that the Program and Planning Committee will meet next month prior to the Board meeting to discuss the January Board Planning Session.

11.4 Community Relations Committee Report:

John Zaplitny reported on the discussions of the Committee meeting held earlier this morning. The minutes of the September 24/07 meeting were included in today's package. The Committee heard reports from the Advisory Councils and the main topics of discussion at those meetings.

Other areas of discussion included:

- Feedback on the Advisory Council Workshop
- The Annual General Meeting draft agenda.

The Committee agreed to defer discussion on reviewing/modifying the criteria for the Volunteer Awards.

11.5 Executive Management Committee Report:

Report as presented.

11.10 Chair Report:

Lynda Mann reported on the following items:

- Employee Retirement and Long Service Banquet
- Advisory Council Workshop
- RHA Review Panel meeting.

11.11 Minutes of Advisory Councils:

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 Letters of Invitation.
- 12.3 Board Follow Up Correspondence from Mallard Luncheon Meeting.
- 12.4 Follow Up Letter re Meetings with MLAs.
- 12.5 Accreditation Debrief Poster.
- 12.6 Office of Rural and Northern Health Newsletter.
- 12.7 Letters of Invitation to the Annual General Meeting.

MOTION 07-075

John Zaplitny/John Tichon

That the meeting convene in-camera.

CARRIED

13. IN-CAMERA ITEMS:

- 13.1 CEO Objectives
- 13.2 Probationary Evaluation

MOTION 07-076

Anne Lacquette/Gerald Shewchuk

That the meeting reconvene out of camera.

CARRIED

MOTION 07-077

John Zaplitny/John Tichon

That on the basis of the performance appraisal/commendation by the Executive Committee, the Parkland Regional Health Authority Board moves approval of the completion of the six-month probationary period and welcomes Allan Bradley as the permanent Chief Executive Officer of the PRHA.

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:

- Interesting meeting.
- Good to have Brenda Slobozian here as the new VP Community.
- Good education session.

MOTION 07-078

John Zaplitny/Anne Lacquette

That the Board excuse Paul Overgaard from the November Board meeting.

CARRIED

15. UPCOMING MEETINGS:

- 15.1 Annual General Meeting- November 15, 2007
- 15.2 MCHP Rural and Northern Health Day- November 20/07
- 15.3 Provincial Health Conference – November 21 & 22/07.
- 15.4 Next Regular Board Meeting – November 26/07- Ethelbert.

16. STIPEND AMOUNT FOR MEETINGS:

- Full Day.

17. ADJOURNMENT:

The meeting was adjourned at 5:30 pm

MOTION 07 – 079

John Tichon/John Zaplitny

That the meeting be adjourned.

CARRIED

Lynda Mann, Chair

Allan Bradley, Secretary