
BOARD MEETING SEPTEMBER 24, 2007

COMMUNITY HALL – MALLARD, MANITOBA

13:00 HOURS

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

Excused: Anne Lacquette, Paul Overgaard, Heather Morden

Absent:

Regrets:

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

1. CALL TO ORDER:

Lynda Mann called the Board meeting to order at 1:00 pm.

2. ADOPTION OF AGENDA:

MOTION 07- 063

Paul Freed/Barry Chalmers

That the Agenda be adopted as circulated.

CARRIED

3. ADOPTION OF MINUTES:

3.1 Minutes of Regular Meeting August 27, 2007.

Amendments: Spelling correction- page 7.

MOTION 07-064

John Zaplitny/Gerald Shewchuk

That the Minutes of the August 27, 2007 Regular Board meeting be adopted as amended.

CARRIED

4. OF NOTE:

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 August 27, 2007.

6.2 GP-9 Board/Committee/CEO Expenses-

This item was deferred until the next meeting.

6.3 BC-1 Delegation to the CEO

Lynda Mann presented this policy for its annual review and self-assessment by the Board. The policy outlines some of the guiding principles for the Board – CEO relationship and specifically for delegation of duties to the Chief Executive Officer.

Rating:

The Board is in full compliance with this BC policy.

6.4 BC-1 CEO Job Description

Lynda Mann presented this policy for its annual review and self-assessment by the Board. The policy outlines some of the guiding principles for the Board-CEO relationship and specifically for the Chief Executive Officer's job description.

Rating:

The Board is in full compliance with this BC policy.

7. **Delegations/Presentations:**

None.

8. **BOARD EDUCATION:**

8.1 Health Council of Canada Publications:

Copies of Health Care Renewal in Canada: Measuring Up? and Jurisdictional Tables on Health Care Renewal were provided to the Board for information. Board discussion ensued and it was agreed that a chapter-by-chapter review of the publications would occur at subsequent Board meetings. For the October meeting, members agreed to review the Overview and Access sections (pages 1-36). Allan Bradley agreed to lead members through the chapter-by-chapter review.

9. **ITEMS REQUIRING BOARD APPROVAL:**

None.

10. **MONITORING:**

10.1 E-3 Healthy Lifestyle Choices –

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

- Healthy eating
- Healthy body weight
- Physical activity level
- Smoking
- Second-hand smoke
- Accidental injury

Ms. Campbell reported that the most recent data on these indicators is from 2005. One member suggested that literacy should be included as an indicator as well.

Rating:

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

10.2 EL-6 Treatment of Clients

Maggie Campbell noted that at last month's Board meeting the Board received the 2006/07 data on patient safety monitoring and added that today's information is the data for the first quarter of this year.

10.3 EL-19 Ethics and Research

Allan Bradley highlighted the activities and progress to date of the Region's Ethics Committee as well as current practices of the organization when reviewing research projects.

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 Mallard community area. Members noted that it would have been nice to have more people attend from the community, however, they stated that the presentation by the Mayor and Councilor were excellent and that they provided the Board with a lot of good information on initiatives underway in the community.

11.2 Finance Committee Report:

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

- Capital Projects Update
- Auditors Management Letter - review deferred.
- Director and CEO expenses – review deferred.
- Financial Statements reviewed
- Establishment of Lines of Credit for Manitoba Health Funded Projects.
- A Briefing note was provided as information only. In summary, the Canadian Council of Health Services Accreditation passed a motion at their May 2007 meeting that as Directors, Board members may not be compensated by CCHSA. Bradley is required to remit honorariums paid to him by CCHSA to the PRHA.

MOTION 07-065

Gerald Shewchuk/Rowena Powell

That the Board accept the financial statement as presented which reflects a projected year end deficit for 07/08 of \$2,096,985 million.

CARRIED

MOTION 07-066

Dot Connolly/Doreen Stammen

That the Board approve establishing a line of credit in the amount of \$261,887 for the Active Directory and Collaboration and the Digital Archiving System.

CARRIED

MOTION 07-067

Dot Connolly/Paul Freed

That the Board approve establishing a line of credit in the amount of \$248,350 for the Swan River ADT.

CARRIED

11.3 Program and Planning Committee Report:

Rowena Powell reported that the Committee had met following the September 10/07 Leadership and Partnership Committee meeting. The draft minutes of Program and Planning meeting are included in today's package.

Discussion centered on the proposed Board Education Day. The Program and Planning committee suggested that because of the health conferences taking place in November this year that the November 16/07 Board education session be cancelled. Discussion ensued and the Board agreed to cancel this year's session and suggested incorporating education topics at the regular Board meetings. (HR Plan, Ethical Framework, Evidence to Action, Office of Rural and Northern Health).

Leadership and Partnership Committee Report:

Ms. Powell reported that the Committee has completed their review of the Required Operational Practices and had begun work on updating their Quality Plan. It was announced that the All Teams Day

was scheduled for October 18/07 and a mini mock survey was planned to help Teams prepare for the Accreditation Survey.

The next Leadership and Partnership meeting is scheduled for October 1/07.

11.4 Community Relations Committee Report:

John Zaplitny reported on the discussions of the Committee meeting held earlier this morning. The minutes of the August 27/07 meeting were included in today's package.

- Advisory Council Reports: No meetings were held over the summer months.
- Advisory Council Workshop: The agenda for the workshop was based on feedback from the Councils.
- Annual General Meeting- At last month's meeting, the Board agreed to try to hold the AGM in Swan River, however, due to the logistics it was agreed to keep it in Dauphin for this year as many of the arrangements had already been made.
- Judge George Memorial Award Nominee- Nominees were discussed.

MOTION 07-068

Doreen Stammen/Paul Freed

That the Board nominate Rick Zaplitny for the Judge George Memorial Award.

CARRIED

11.5 Vice President Corporate Report:

Report as included.

11.6 Vice President Facilities Report:

Report as included. Discussion ensued regarding recruitment efforts and the public perception regarding staffing difficulties. The Board made some suggestions to enhance recruitment efforts and to assist in getting the word out about the opportunities in Parkland. Allan Bradley agreed to discuss this further with members of the Executive Team.

11.7 Vice President Community Report:

Report as presented. Board members thanked Maggie Campbell for all of her work as the Interim VP Community in addition to her regular duties.

It was noted that the number of Pap Screening Clinic sites has increased this year and that it might be good to highlight that in ads or other RHA publications.

11.8 Vice President Medical Report:

No report.

11.9 Chief Executive Officer Report:

Allan Bradley highlighted the items identified in his report. The Board agreed to the suggestion for there to be one Executive Management Report at Board meetings rather than separate VP Reports. Mr. Bradley also inquired if the Board would be interested in a RHAM meeting report as well? Board members were also in support of this suggestion.

11.10 Chair Report:

Lynda Mann reported that the minutes of the May 10/07 Council of Chairs meeting had been provided in today's package.

Ms. Mann reported that both the Minister of Health and the Minister of Healthy Living were in attendance at the last Council of Chairs meeting. She noted that it was a good meeting with lots of discussion.

Ms. Mann stated that Minister Irving-Ross expressed great interest in the Gravel Packers CD and requested a copy be sent to her.

Ms. Mann suggested that a future education item for the Board might be Chris Summerville presenting on the National Council for Mental Health.

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 Roblin Luncheon Meeting.
- 12.4 Thank You Card from Esther Fyk.
- 12.5 Revised Board Contact Information (Not for distribution).
- 12.6 Health Leadership Conference Registration.
- 12.7 The Romanow Commission: Looking Back, Looking Forward.
- 12.8 Webcast “Controversies in Health Care”.

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 Comments:

- The meeting moved very nicely today, thank you.
- Maggie Campbell thanked the Board, stating she had enjoyed her role as the Interim VP, noting that it was interesting.
- Interesting trip here to Mallard today.
- Adventurous driving here today, interesting meeting.
- Good meeting. It is good to get an understanding of the challenges that the residents of this area face. Pleased to see the initiatives of the Mayor of this community.
- Maggie, you worked so hard over the past few months. Thank you.
- Blaine Kraushaar was acknowledged for his publications. Well done.
- Appreciated the Mayor’s presentation.
- Maggie Campbell’s contribution was acknowledged.
- Good to be informed. Thank you for your support.
- Thanks to all for patience in traveling here today and for your good humour.

15. UPCOMING MEETINGS:

- 15.1 Retirement and Long Service Awards – September 25, 2007 Dauphin
- 15.2 Next Regular Board Meeting – October 29, 2007 – Dauphin Super 8 Motel
- 15.3 Advisory Council Workshop - October 3, 2007 Dauphin.
- 15.4 Annual General Meeting- November 15, 2007

- 15.5 Board Education Session- November 16/07 –Cancelled due to Health Conferences
- 15.6 MCHP Rural and Northern Health Day- November 20/07
- 15.7 Provincial Health Conference – November 21 & 22/07.

16. STIPEND AMOUNT FOR MEETINGS:

- Full Day.

17. ADJOURNMENT:

The meeting was adjourned at 16:20 hours.

MOTION 07 – 069

John Zaplitny

That the meeting be adjourned.

CARRIED

Lynda Mann, Chair

Allan Bradley, Secretary