
BOARD MEETING FEBRUARY 4, 2008

ST. VIATOR'S PARISH – DAUPHIN, MANITOBA

11:00 HOURS

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

Excused: Dorothy Connolly

Absent:

Regrets: Rowena Powell

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

1. CALL TO ORDER:

Lynda Mann called the Board meeting to order at 11:00 am.

2. ADOPTION OF AGENDA:

Additions:

- 13.1 Update on Operational Issues (In Camera)

MOTION 07-087

Paul Overgaard/John Zaplitny

That the Agenda be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES:

3.1 Minutes of November 15, 2007 Annual General Meeting.

It was noted that a cover letter will be written to be sent out to the Mayors and Reeves along with the AGM minutes and the Regular Board minutes. It is hoped that the cover letter will increase the sharing/distribution of the minutes among the councilors.

MOTION 07-088

Paul Overgaard/Anne Lacquette

That the Minutes of the November 15, 2007 Annual General meeting be adopted as circulated.

CARRIED

3.2 Minutes of Regular Meeting November 26, 2007.

MOTION 07-089

Doreen Stammen/John Tichon

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

CARRIED

3.3 Minutes of In Camera Meeting November 26, 2007.

MOTION 07-090

Heather Morden/Gerald Shewchuk

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

CARRIED

4. ITEMS 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 November 26, 2007 in Ethelbert.

6.2 GP-8 Board Committee Structure-

Lynda Mann presented Governance Policy 8 for the Board's annual review.

Rating: The GP has been fully achieved.

It was suggested that the policy be revised to include reference to the Leadership and Partnership Committee as well as the Executive Committee being charged with the CEO Evaluation. A draft will be presented at the next meeting for Board consideration.

One member inquired if the PRHA has an equipment inventory? Allan Bradley stated he would look into this and report back to the Board at the next meeting.

6.3 GP-9 Board/Committee/CEO Expenses-

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

MOTION 07-091

Doreen Stammen/Barry Chalmers

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

CARRIED

6.4 GP-15 Board Planning Cycle and Agenda Control

Lynda Mann presented Governance Policy 15 for the Board's annual review. No changes were noted.

Rating: The GP has been fully achieved.

7. Other:

7.1 Business Arising from Board Planning Session:

Lynda Mann advised the Board that the Finance Committee had met and recommended that the Stipend amount for Friday's session be ½ day and the Saturday session be a full day.

In response to the suggestion that current Committee Chairs whose terms are expiring mentor a new Chair for the next few months, Doreen Stammen agreed to Chair the Finance/Audit Committee, Gerald Shewchuk will Chair the Community Relations Committee and Rowena Powell will Chair the Program and Planning Committee and Leadership and Partnership Committee.

The Executive Committee needs to meet via teleconference to determine the CEO performance appraisal criteria prior to the new members terms starting. The Committee would like to meet one or two times this month. Doreen also agreed to act as member of the Executive Committee as the new Chair of the Finance Committee.

Allan Bradley noted that the Board Planning Session Summary would be included in the next month's Board package.

Lynda expressed appreciation on behalf of the Board to Maggie, Allan and Executive for the valuable session.

Lynda asked for Board member feedback on today's meeting starting at 11:00 am and Committee meetings being held via teleconference on another date. Consensus was that Board members preferred the 11:00 am meeting start time. It was agreed that the Finance Committee would continue to meet prior to the Board meeting so that they can sign the necessary expense claims.

8. BOARD EDUCATION:

8.1 Wayne Heide- Office of Rural and Northern Health Presentation-

Due to time constraints this item was deferred to the February 25th meeting in Winnipegosis.

8.2 Health Council of Canada Publication – “Health Care Renewal in Canada: Measuring Up?”:

Due to time constraints this item will be deferred to the regular February or March meeting.

9. ITEMS REQUIRING BOARD APPROVAL:

9.1 Medical Staff Privileges

Allan Bradley reported that the Regional Medical Advisory Committee had met and recommended the following privileges at the Swan Valley Health Centre for Board approval:

- Dr. Fawzy Gergis, Schedule A
- Dr. Nabil Beshay, Schedule A
- Renewal of Dentistry privileges.

MOTION 07-092

John Zaplitny/Paul Freed

That the Board approve Medical Staff Privileges at the Swan Valley Health Facilities for Dr. Fawzy Gergis (Schedule A as submitted).

CARRIED

MOTION 07-093

John Zaplitny/Paul Freed

That the Board approve Medical Staff Privileges at the Swan Valley Health Facilities for Dr. Nabil Beshay (Schedule A as submitted).

CARRIED

MOTION 07-094

John Zaplitny/Paul Freed

That the Board approve Medical Staff Privileges at the Swan Valley Health Facilities for Dr. S. Sigurdson (Dentistry).

CARRIED

10. MONITORING:

10.1 E-2 Optimal Quality of Life –

Brenda Slobozian reviewed the monitoring report on Optimal Quality of Life. The indicators reported on in this report were:

- Life Expectancy
- Self Rated Health
- Functional Health
- Self Rated Mental Health
- Life Stress
- Sense of Community Belonging
- Availability of Community Supports to Maintain Independence including:
 - Support Services to Seniors
 - Community Meal Programs for Elderly

- Home Care
- Psychosocial Rehabilitation

Rating:

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

Comments: We need to look at ways to publicize and share the information regarding the Senior's Resource Councils.

One member inquired how new communities obtain funding for a Resource Council. Brenda Slobozian agreed to look into this and report back to the Board at the next meeting.

10.2 EL8 Compensation/Benefits

Allan Bradley presented the Executive Limitation 8 regarding compensation and benefits to employees, consultants, contract workers and volunteers for the Board's annual review.

Rating:

The CEO is in full compliance with this EL policy.

10.3 2nd Quarter Patient Safety Report

Mavis Wood presented the second quarter patient safety report. The indicators reported on in this report included:

- Falls
- Incident Rates
- Medication Errors
- Access/Waiting
- HIRS Near Miss (Acute Care)

It was acknowledged by one member that the report speaks well to the culture of non-blaming.

10.4 EL-12 Information Management

Allan Bradley presented the EL report regarding Information Management for the Board's annual review.

Rating:

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

One member inquired if the plans for the future include a linked patient record and finance system. Allan stated that he did not think the two systems would be linked to each other due to their individual complexities but agreed to look into this and report back to the Board.

10.5 BC- 3 Monitoring Executive Performance

Allan Bradley presented the BC policy regarding the monitoring of the CEO's performance.

Rating:

The Board is in full compliance with this BC policy.

It was agreed that this policy should be revised for next year.

10.6 EL-4 Financial Condition (Quarterly Report to December 31)

Deferred to February 25/08 meeting.

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 Dauphin Friendship Centre and the Manitoba Metis Association. Board members acknowledged that it is positive to hear that these groups are also looking for opportunities to build partnerships. It was noted that we need to look for ways to communicate between the various organizations and that the presenters' enthusiasm and positive approach was encouraging.

One Board member suggested that we look at ways to share our Board meeting locations for the year well in advance with potential stakeholders so that they can be plan their calendars around those meetings.

11.2 Finance Committee Report:

Doreen Stammen reported that the Finance Committee had met on January 22/08. The Committee had also met again briefly this morning to review and sign the CEO and Director's expense claims.

Copies of the draft minutes of the January 22nd meeting, the capital project report and the financial statements were circulated to the Board members.

Doreen noted that the Committee would like to meet again with the MLAs.

The projected year-end deficit is \$2,067,609.

One member inquired about the difference in rent costs currently being paid versus the cost of the new building. Allan Bradley noted that because of the various spaces currently being rented, there will be a cost savings in the amalgamation of these spaces into the new building. Allan agreed to look into the cost savings and report back to the Board at the next meeting.

11.3 Program and Planning Committee Report:

Heather Morden stated that the Program and Planning Committee will be meeting to review the various education opportunities for the Board over the next year.

Allan Bradley noted that although the PRHA has not received the final accreditation report from CCHSA, we have been awarded Accreditation with Report.

The next Leadership and Partnership meeting is scheduled for March 10/08 and the Committee will be looking at the results of the Accreditation Survey.

11.4 Community Relations Committee Report:

John Zaplitny reported that due to time constraints at today's meeting, the Community Relations Committee would meet via teleconference in the near future. Details of the call will be circulated to the Committee members.

11.5 Chair Report:

Lynda Mann noted that December Council of Chairs Minutes were included in today's package. In addition, she noted that a letter from the Judge George Award recipient was also included for Board information.

11.6 Executive Management Committee Report:

Allan Bradley highlighted some of the main points in the Executive Management Committee Report.

11.7 Executive Committee

The draft minutes of the December 6/07 Executive Committee were included in today's package.

11.8 Minutes of Advisory Councils:

None 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 re Ethelbert Luncheon Meeting
- 12.4 Letter to Minister re Board's Nomination
- 12.5 Letter to Minister re Meeting with Board Finance Committee.
- 12.6 Letter from Minister re IMGs.
- 12.7 Board Member Contact/Term Information.
- 12.8 Governance Coach Newsletters.
- 12.9 Letters to G-7 Leaders.
- 12.10 Correspondence re Swan Valley Recreation and Wellness Centre.
- 12.11 Letter to Dauphin Mayor re Grey Listing.
- 12.12 Correspondence re DRHC Grey Listing.
- 12.13 Board Leadership Newsletter.

MOTION 07-095

Paul Overgaard/John Zaplitny

That the meeting convene in-camera.

CARRIED

13. IN-CAMERA ITEMS:

- 13.1 Board Update re Operational Issues.

MOTION 07-096

Doreen Stammen/Gerald Shewchuk

That the 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:

- Great meeting.
- John Zaplitny relayed that Rick Zaplitny had expressed that it was an honour being nominated for the Judge George Award.
- Good participation.
- Nice facility.
- Meeting process runs smoothly.

15. UPCOMING MEETINGS:

- 15.1 Provincial Board Education Session- Date has not yet been announced but may not happen until June.
- 15.2 Next Regular Board Meeting, February 25, 2008 Winnipegosis at 11:00 am. Finance Committee will meet at 10:15 am that morning.

16. STIPEND AMOUNT FOR MEETINGS:

- Full Day.

17. ADJOURNMENT:

The meeting was adjourned at 3:45 pm

MOTION 07 – 097

Heather Morden/John Zaplitny

That the meeting be adjourned.

CARRIED

Lynda Mann, Chair

Allan Bradley, Secretary