
BOARD MEETING JUNE 23, 2008

ST. VIATOR'S PARISH – DAUPHIN, MANITOBA

11:00 HOURS

Present: Lynda Mann - Chairperson, John Tichon, Gerald Shewchuk, Barry Chalmers, Doreen Stammen, Anne Lacquette, Paul Overgaard, Rowena Powell, Sharon Basaraba, Pat Delaurier, Beverly Clearsky (1pm), Mary Hudyma, Robert Hanson

Excused:

Absent:

Regrets: Paul Freed

Staff: Allan Bradley, Brenda Slobozian, Mavis Wood, Kevin McKnight, Blaine Kraushaar, Karen Vendramin (Recorder)

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA:

Additions:

- 13.1 Board Executive Committee Meeting

MOTION 08– 020

Anne Lacquette/Mary Hudyma

That the Agenda be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES:

3.1 Minutes of Special Meeting May 25, 2008

MOTION 08-021

John Tichon/ Paul Overgaard

That the Minutes of the May 25, 2008 Special Board meeting be adopted as circulated.

CARRIED

3.2 Minutes of Regular Meeting May 26, 2008

MOTION 08-022

Doreen Stammen/Robert Hanson

That the Minutes of the May 26, 2008 Regular Board meeting be adopted as circulated.

CARRIED

3.3 Minutes of In Camera Meeting May 26, 2008

MOTION 08-023

Patricia Delaurier/Sharon Basaraba

That the Minutes of the May 26, 2008 In Camera Board meeting be adopted as circulated.

CARRIED

4. ITEMS FOR REVIEW:

None.

5. ITEMS FOR DECISION:

None.

6. GOVERNANCE PROCESS:

6.1 GP-2 PRHA Value Statements

Lynda Mann led the Board through a review and affirmation of the PRHA Value Statements. The main values identified were Trust, Fairness, Dignity, Stewardship and Excellence. Discussion ensued and it was suggested that under one of the bullet points under Excellence that there should be a reference to community engagement.

MOTION 08-024

Paul Overgaard/Doreen Stammen

That the GP-2 policy PRHA Value Statements be amended to read “We will engage staff, physicians, clients and community to promote learning, problems solving and the implementation of best practices throughout the organization.”

CARRIED

Rating: Reasonable Progress

6.2 GP-3 Governance Style (monthly)

The Board reviewed the evaluation summary for the May 26, 2008 meeting in Barrows.

6.3 GP-9 Board Committee Expenses

Deferred to the August meeting.

7. OTHER:

None.

8. BOARD EDUCATION:

Board members who attended the National Health Care Leadership Conference in Saskatoon provided feedback on their experience at the conference.

Anne Lacquette reported on the highlights of “Challenges in Leadership” session. Lessons for leaders include:

- Establishing a vision- priorities need to be established with the understanding that as time progresses these priorities will be revisited and modified to meet the needs of the region.
- Standardized approach- good business management methods need to be used. Information management and knowledge transfer strategies need to be standardized.
- Common strategies including providing people centred care, reducing clinical variance, organizing the care continuum and improving process management.
- Key learnings – strong and visible leadership with authority is needed. There needs to be champions and change agents at all levels. Accountability and standardized governance structures are very important.

Paul Overgaard reported on the “Citizen Engagement” session noting that three different presenters spoke on citizen engagement and the success of citizen engagement. He noted that our Board is currently doing this through the monthly luncheon meetings with communities. Mr. Overgaard suggested that an area for improvement in our Region to engage community may be to enhance our focus and support for local initiatives. He also suggested that we need to look at enhanced staff recognition as well.

He noted that Manitoba was used as a model for many things regarding regionalization.

Doreen Stammen reported on “Access Issues and Wait Times”. She added that after hearing some of the challenges facing other areas, we should be celebrating our success. The presentations focused on coordination of services, quality care improvements and tracking processes. Telemedicine initiatives in rural/remote settings that are being coordinated with primary health care centres were also highlighted.

Lynda Mann reported that she had attended “The Engagement of Physicians in the Delivery of Care” session noting that it was excellent and very timely. Speakers focused on evidence based information, expanding information technology and improving the present system from a process driven one to one that measures performance.

Kevin McKnight added that the sessions he attended were very interesting as well and that it provided him an opportunity to meet and network with his counterparts in other Regions and areas. All participants expressed gratitude for the opportunity to attend the conference.

The presentations for the conference session are available on the web at:
http://www.healthcareleadershipconference.ca/default1.asp?active_page_id=51

9. ITEMS REQUIRING BOARD APPROVAL:

9.1 Audited Financial Statements

Doreen Stammen reported that the Finance/Audit Committee had met with Myers Norris Penny regarding the Audited Financial Statements for 2007/08. In addition, a representative from the Auditor General’s Office participated in the meeting via Teleconference. The Finance Audit Committee recommended to the Board that they approve the audited financial statements.

Kevin McKnight provided general information on the financial statements to assist Board members in understanding the content of the report. Mr. McKnight then reviewed the actual report and statements from Myers Norris Penny. He noted that the PRHA had received a clean audit report noting that there were no areas of concern identified during the audit process.

MOTION 08-025

Doreen Stammen/Anne Lacquette

That the Board approve the 2007/08 Audited Financial Statements as presented.

CARRIED

Allan Bradley relayed that Myers Norris Penny had expressed appreciation for the information provided by Kevin McKnight and his staff noting that the process was greatly improved over previous years.

The Board also acknowledged the contribution of Kevin McKnight and his staff.

Doreen Stammen noted that the Finance/Audit Committee will meet with the a representative from the office of the Provincial Auditor General in January or February 2009 to review and discuss the service plan for next year’s audit.

10. MONITORING:

10.1 E5-2 Effective and Appropriate Care in the Appropriate Setting

Mavis Wood and Brenda Slobozian presented data on the following indicators:

- Surgical Day Case Rates
- C-Section Rates

- Hysterectomy Rates
- Re-admission Rates for Same/Related Diagnosis
- RHA Days Hospitalized (days by diagnosis)
- Units of Service and Open Cases at Year End:
 - Mental Health – Child and Adolescent, Adult, Geriatric
 - Home Care
 - Diabetes
 - Therapy

Rating:

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

10.2 EL-3 Budgeting/Financial

Kevin McKnight presented the Executive Limitation monitoring report on Budgeting and Financial for the Board's annual review. The policy states that "Budgeting for any fiscal year or the remaining part of any fiscal year shall not deviate materially from Board stated ENDS priorities, risk fiscal jeopardy or fail to be derived from a multi-year plan."

Rating:

The CEO is in full compliance with this EL policy.

10.3 EL-7 Access to Services

Allan Bradley presented the Executive Limitation report regarding Access to Services for the Board's annual review. The policy states that "The CEO shall not fail to develop and implement policies and procedures to ensure that, appropriate health services to achieve the Board's ENDS are accessible to all people of the Region in a timely manner."

Rating:

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

10.4 EL-17 Staff Credentialing and Licensing

Allan Bradley presented the Executive Limitation report regarding Staff Credentialing and Licensing for the Board's annual review. Discussion ensued regarding performance reviews for medical staff as per the Medical Staff By-Laws. An inquiry was also made as to the frequency of Medical Staff privileges being presented to the Board for approval and where we are at for 2008. Mr. Bradley agreed to follow up with the VP Medical regarding this inquiry and report back to the Board at the next meeting.

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 Dauphin area. Comments included:

- "Glad that the Frontier School Division rep was able to attend - Great programming at Frontier."
- "Appreciative of the support of the City and RM of Dauphin during these challenging times."
- "Good to have the Canadian Diabetes Society rep here today."

11.2 Finance Committee Report:

Doreen Stammen reported that the Committee had met earlier this morning and noted that:

- The Director's and CEO expense claims review was deferred to the next meeting.
- The Committee reviewed the Capital Projects underway in the Region.
- The Committee discussed setting a follow up meeting with the MLAs, likely in the fall.
- The Committee met with the Auditors, Myers Norris Penny (see item 9.1).
- Signing authorities were reaffirmed.

MOTION 08-026

Doreen Stammen/Paul Overgaard

1. That the Board reaffirms that two signatures shall be required on all banking instruments;

2. That the Board reaffirms that the following individuals are appointed as authorized signatories for all bank accounts held by the PRHA and its facilities and organizations:

- The Chair of the Board
- The Vice Chair of the Board
- The Chair of Finance Committee of the Board
- The Chief Executive Officer
- The Vice President Corporate Services
- The Vice President Community
- The Vice President Facilities

3. In addition to those identified in Section 2 of this Resolution, that individuals holding the following positions are appointed as authorized signatories to Dauphin Regional Health Centre bank accounts:

- The Dauphin Regional Health Centre Chief Operating Officer
- The Dauphin Regional Health Centre Assistant Controller
- Regional Manager Finance
- Assistant Controller- Corporate.

4. In addition to those identified in Section 2 of this Resolution, that individuals holding the following positions are appointed as authorized signatories to Swan Valley Health Facilities bank accounts:

- Swan Valley Health Facilities Chief Operating Officer
- The Swan Valley Health Facilities Comptroller
- Swan Valley Health Facilities Clinical Services Manager.

CARRIED

The next Finance Committee meeting will take place in Duck Bay in August.

11.3 Program and Planning Committee Report:

The next meeting of the Program and Planning Committee will be in September.

11.4 Community Relations Committee Report:

Gerald Shewchuk reported that there have been two recent resignations from the Advisory Councils:

- Gisele Des Meulles, Chair of Regional Mental Health Advisory Council, and
- Debbie Wilson, Western District Health Advisory Council member.

Blaine Kraushaar reported on the nominations received to date for the PRHA Board's Annual Volunteer Awards. Blaine noted that there are still some categories requiring additional nominees and asked the Board for recommendations on how to get additional nominations. Discussion ensued and it was suggested that both of the VPs for Facility and Community encourage the managers of those facilities and programs to put names forward. Board members were also encouraged to identify potential nominees. The Board agreed to extend the deadline for nominations.

The next Community Relations Committee meeting will take place in September.

11.5 Chair Report:

Lynda Mann reported on the June Council of Chairs meeting noting that they had gone on a tour of the Health Science Centre's Clinical Learning Simulation Facility. Ms. Mann also stated that they had a presentation from the Manitoba Patient Safety Institute.

Other items discussed included:

- Dates of upcoming events:
 - Rural and Northern Health Day- November 18/08
 - Provincial Health Conference – November 19 and 20/08
 - Patient Safety Conference- November 20/08 (afternoon)
- Spiritual Advisory Committee
- Aboriginal Advisory Committee
- Feedback on the May Board education session
- Mileage rates- Manitoba Health has been asked to review the current rates
- RHA Review.

The next Council of Chairs meeting is September 11/08.

Ms. Mann also expressed appreciation to Vice Chair Rowena Powell for attending the Catholic Health Annual General Meeting on her behalf. Rowena added that it was interesting to see the affiliates and their relationships with the various organizations, adding that they are doing a lot of good work.

Ms. Mann also reported that a fourth dialysis station has been added in Swan River at the Health Centre.

11.6 Executive Management Committee Report:

Allan Bradley summarized the report that was included in today's package.

11.7 Minutes of Advisory Councils:

The draft May 15/08 minutes of the Eastern and Western District Health Advisory Councils were included in today's package.

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 Barrows Luncheon Meeting
- 12.4 Correspondence re Volunteer Award Nominations
- 12.5 Updated Board Member Contact Information
- 12.6 Revised GP Policies for Insertion into GP section of Policy Binder
- 12.7 PRHA French Language Services Plan
- 12.8 Real Board Advisor Newsletter
- 12.9 Letter to PARC re May Meeting
- 12.10 Burntwood RHA Briefing Note.

Rowena Powell expressed interest in attending the Policy Governance Education Session in Regina in September.

MOTION 08-027

Sharon Basaraba/Pat Delaurier

That the Board approve out of region travel expenses for Rowena Powell to attend the Policy Governance education session in Regina.

CARRIED

MOTION 08-028

Mary Hudyma/Anne Lacquette

That the Board excuse Doreen Stammen from the August Board meeting.

CARRIED

MOTION 08-029

Robert Hanson/John Tichon

That the meeting convene in camera.

CARRIED

13. IN-CAMERA ITEMS:

- 13.1 Executive Committee Meeting.

MOTION 08-030

Mary Hudyma/Anne Lacquette

That the meeting re-convene 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 – enjoyed hearing from Frontier School Division.
- Good meeting. We need to stay positive to resolve the current issues.
- We need to encourage education in health service professions.
- Good information, thanks to staff for their hard work. Thanks to Doreen Stammen, Chair of Finance Committee for her reports.
- Good meeting, appreciative of the CEO's positive attitude, motivation and encouragement that Parkland is a good place to live and work.
- Disturbing issues, with no easy solutions.
- Pleased with the positive financial audit results.
- Very good meeting.

- Impressed with CEO's work with various groups.
- Appreciation was expressed for the Board's support, views and opinions shared during these times.
- Have a good summer everyone.

15. UPCOMING MEETINGS:

15.1 August 25/08 Regular Board meeting – Duck Bay.

16. STIPEND AMOUNT FOR MEETINGS:

- Full Day for today.

17. ADJOURNMENT:

The meeting was adjourned at 4:40 pm.

MOTION 08 –031

Doreen Stammen/Bev Clearsky
That the meeting be adjourned.
CARRIED

Lynda Mann, Chair

Allan Bradley, Secretary