

## **BOARD MEETING OCTOBER 27, 2008**

EBB AND FLOW CULTURAL CENTRE –EBB AND FLOW FIRST NATION, MANITOBA  
11:00 HOURS

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

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:**

#### **MOTION 08–055**

**Robert Hanson/Gerald Shewchuk**

That the Agenda be adopted as circulated.

**CARRIED**

### **3. ADOPTION OF MINUTES:**

#### **3.1 Minutes of Regular Meeting September 29, 2008**

Amendments:

- The location of the meeting should read, “Swan Valley Health Centre.”

#### **MOTION 08-056**

**Mary Hudyma/Pat Delaurier**

That the Minutes of the September 29, 2008 Regular Board meeting be adopted as amended.

**CARRIED**

#### **3.2 Minutes of In Camera Meeting September 29, 2008**

#### **MOTION 08-057**

**John Tichon/Rowena Powell**

That the Minutes of the September 29, 2008 In Camera Board meeting be adopted as circulated.

**CARRIED**

### **4. ITEMS FOR REVIEW:**

#### **4.1 Board Bylaws**

Lynda Mann led the Board through its annual review of the Board Bylaws. The following changes were suggested:

By Law #1

- Page 3, Item 5- Change address to 625 –3<sup>rd</sup> St. SW. Dauphin, MB R7N 1R7.
- Page 12, Item 44- Item 44 (a) and (b) to be removed.

By Law #2

- Page 2, Item 1 (d) – Seek clarification on “full time” and change as appropriate.

Allan Bradley noted that the draft revisions would be brought back to the Board for final approval before submission to Manitoba Health.

**5. ITEMS FOR DECISION:**

5.1 Draft Revisions to GP – 8.4

The Board reviewed the proposed revisions to GP-8.4, Terms of Reference for the Board Community Relations Committee. The revisions were proposed in order to further define the product of the Committee. The suggested changes were:

- Add Item #3 “Develop plans for the Board’s Annual General Meeting and recommend an agenda to the Board as a whole.”
- Add Item #4 “Review nominations for the annual PRHA Board Volunteer Service Awards and make recommendations to the Board regarding Award recipients. *(The awards are to be presented at the Board’s Annual General Meeting.)*”

**MOTION 08-058**

**Doreen Stammen/Rowena Powell**

That the Board approve the changes to Governance Process 8.4 as presented.

**CARRIED**

**6. GOVERNANCE PROCESS:**

6.1 GP-3 Governance Style (monthly)

The Board reviewed the evaluation summary for the September 29, 2008 meeting in Swan River. It was suggested that other locations be explored for the next Swan River meeting.

6.2 GP-9 Board Committee Expenses

Doreen Stammen reported that the Committee had reviewed the Directors and CEO expense claims at the Finance Committee meeting and recommended them to the Board for approval.

**MOTION 08-059**

**Doreen Stammen/Paul Overgaard**

That the Board approve the Directors and CEO expense claims.

**CARRIED**

6.3 GP-16 In Camera Discussions

Lynda Mann led the Board through its annual review of the GP-16 policy regarding In Camera Discussions.

Rating: Rating: Full Compliance

6.4 Quarterly Board Attendance Report

The Quarterly Board Attendance Report was provided to Board members for information. It was noted that all members were compliant with Board Bylaw #1, Section 10 regarding Board member attendance at meetings.

**7. PRESENTATIONS:**

7.1 None.

**8. BOARD EDUCATION:**

8.1 None.

## 9. ITEMS REQUIRING BOARD APPROVAL:

### 9.1 Board Member Out of Region Travel

Lynda Mann asked for Board members to indicate which of the conferences they wished to attend in Winnipeg in November so that the Board could approve travel expenses for out of region travel.

Rural and Northern Health Care Day – November 18/08

- Paul Overgaard
- Doreen Stammen
- Rowena Powell
- Mary Hudyma
- Robert Hanson
- Anne Lacquette
- John Tichon
- Gerald Shewchuk
- Lynda Mann
- Bev Clearsky

Provincial Health Leadership Conference – November 19 and 20/08

- Paul Overgaard
- Doreen Stammen
- Rowena Powell
- Mary Hudyma
- Robert Hanson
- Anne Lacquette
- John Tichon
- Gerald Shewchuk
- Lynda Mann
- Bev Clearsky

**MOTION 08-060**

**Anne Lacquette/Robert Hanson**

That the Board approve out of region travel expenses for the above noted Board members for the November 2008 health conferences.

**CARRIED**

## 10. MONITORING:

### 10.1 E-3 Healthy Lifestyle Choices

Brenda Slobozian provided an overview of the information provided in the report. Indicators reported on included:

- Teen pregnancy rates – ages 15-19
- Cervical Cancer screening rates – women ages 15+
- Mammography screening rates – women ages 50-69
- Screening Rates for Diabetes Risk Factor and Complication Assessments

#### **Rating:**

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

### 10.2 Quarterly Patient Safety Report

This item has been deferred. A new reporting format is being developed for presenting information to the Board.

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

### 11.1 Ownership/Stakeholder Communication:

Lynda Mann asked for feedback on today's luncheon meeting with representatives from the Ebb and Flow area. Board members noted that the presentations were very good. Further discussion ensued regarding questions arising from the luncheon meeting about ambulance services in this area.

### 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 were reviewed.
- The Committee reviewed the Capital Projects underway in the Region.
- The Banking Services Tender

### **MOTION 08-061**

#### **Doreen Stammen/Paul Overgaard**

That the Board accept the Tender from the Bank of Montreal to provide financial services for the PRHA for the three-year period 2008-2011.

**CARRIED**

- The Projected Year End Statement of Operations was reviewed based on information to August 31, 2008 and noted that a Year End deficit of \$931,598 was projected.
- Discussion from the meeting with the MLA's on October 18, 2008 was reviewed.

The next Finance Committee meeting will take place in Dauphin on November 24/08 beginning at 09:30 am.

### 11.3 Program and Planning Committee Report:

Rowena Powell stated that the next meeting of the Committee would take place on October 30/08 at 4pm at the Super 8 Motel meeting room in Swan River. The primary focus of the meeting will be to review the self-evaluation tool for the Board.

### 11.4 Community Relations Committee Report:

Gerald Shewchuk stated that the next Committee meeting would take place on November 24, 2008 in Dauphin at 10:30 am.

Gerald commented on the Advisory Council Workshop session, noting that it went very well. He added that holding similar education sessions would be helpful. Allan Bradley stated that the Board Education Session on October 31/08 in Swan River would focus on Advisory Councils.

### 11.5 Chair Report:

Lynda Mann circulated the minutes from the September Council of Chairs meeting.

Other items of note in her report included:

- Lynda expressed appreciation to Paul Overgaard and Gerald Shewchuk for agreeing to participate in a one-hour interview with Pearl Soltys from the Evidence to Action research project. A report will be presented at the Rural and Northern Health Care meeting in November.
- She reminded all Board members that the deadline to submit their applications for reappointment is December 15/08 and that they should be sent directly to the Minister's office.

- She advised the Board that all future amendments to the CEO contract must go to Manitoba Health. A letter will be sent to Manitoba Health outlining the process to date.

#### 11.6 Executive Management Committee Report:

Allan Bradley highlighted some of the items in today's report.

Other items noted were:

- Following today's Board meeting, he and Brenda Slobozian would be meeting with the Chief and Council of the Ebb and Flow First Nation. The information acquired from this meeting would be used in the preparation of the PRHA's Aboriginal Health Strategy.
- Announcement that Cheryl Osborne of Roblin (former PRHA Health Promotion Coordinator) will be the new Manitoba Health Liaison to Parkland.
- Copies of the 2007/08 Annual Report were circulated to the Board.

#### 11.7 Minutes of Advisory Councils:

The draft minutes of the September 24, 2008 Regional Mental Health Advisory Council 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 Letter of Invitation.
- 12.3 Board Follow Up Correspondence re Swan River Luncheon Meeting.
- 12.4 Revised Executive Limitation Policy #5 for insertion into Policy Binders.
- 12.5 Handouts from Policy Governance Education Session (compliments of Rowena Powell).
- 12.6 PRHA Volunteer Awards Correspondence.
- 12.7 Correspondence from Minister re Dauphin Concerned Citizen Letters.
- 12.8 RSVP Letter for AGM from Minister of Health.
- 12.9 Governance Newsletters.

### 13. **IN-CAMERA ITEMS:**

- 13.1 No Items for Discussion.

### 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:

Comments included:

- Good presentations today at noon.
- Annual report is excellent. Congratulations to Blaine on a great report.
- Today's meeting progressed at a good pace.
- Nice location for today's meeting/great meeting space/great food.
- Nice to have MLA at the Luncheon meeting.

**MOTION 08-062**

**Doreen Stammen/Mary Hudyma**

That the Board excuse Paul Overgaard from the November 24/08 Board meeting.

**CARRIED**

**MOTION 08-063**

**Anne Lacquette/Pat Delaurier**

That the Board excuse John Tichon from the November 24/08 Board meeting.

**CARRIED**

**15. UPCOMING MEETINGS:**

- 15.1 October 30/08 AGM - Swan River.
- 15.2 October 31/08 Board Education Session - Swan River Super 8 Motel.
- 15.3 November 18/08 Rural and Northern Health Day – Winnipeg.
- 15.4 November 19 and 20/08 Provincial Health Leadership Conference.
- 15.5 November 24, 2008 Regular Board Meeting in Dauphin.

**16. STIPEND AMOUNT FOR MEETINGS:**

- Full Day for today.

**17. ADJOURNMENT:**

The meeting was adjourned at 2:35 pm.

**MOTION 08 –064**

**Paul Overgaard/ Barry Chalmers**

That the meeting be adjourned.

**CARRIED**

---

Lynda Mann, Chair

---

Allan Bradley, Secretary