

**BOARD MEETING APRIL 27, 2009**

CURLING RINK - GRANDVIEW, MANITOBA

11:00 HOURS

Present: Mary Hudyma - Chairperson, Gerald Shewchuk, Rowena Powell, Sharon Basaraba, Pat Delaurier, Robert Hanson, Doreen Stammen, John Tichon, Paul Overgaard, Beverly Clearsky, Harry Showdra, Cheryl Osborne – MB Health Liaison

Excused:

Regrets: Paul Freed

Absent:

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

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**1. CALL TO ORDER:**

Mary Hudyma called the Board meeting to order at 11:00 am. Mary Announced that Paul Freed had sent regrets for today's meeting due to work requirements. Mary also announced that the newly appointed Board members were Harry Showdra- Swan River, Monica Black-Bowsman and Jason Tomski- Gilbert Plains. Harry Showdra was welcomed to today's meeting.

**1. ADOPTION OF AGENDA:**

Additions:

- 13. 1 Update on DRHC
- 13.3 Report on CEO Contract

**MOTION 09-001**

**Paul Overgaard/Doreen Stammen**

That the Agenda be adopted as amended.

**CARRIED**

**3. ADOPTION OF MINUTES:**

3.1 Minutes of Regular Meeting March 30, 2009

Amendments:

- Item 11.4 should be "15" not "18".

**MOTION 09-002**

**John Tichon/Robert Hanson**

That the Minutes of the March 30, 2009 Regular Board meeting be adopted as amended.

**CARRIED**

3.2 In Camera Minutes of February 23, 2009

**MOTION 09-003**

**Pat Delaurier/Doreen Stammen**

That the March 30, 2009 In Camera Minutes be adopted as circulated.

**CARRIED**

**4. ITEMS FOR REVIEW:**

4.1 Tracking Tool

Rowena Powell stated that the Tracking Tool had gone through several revisions at the Program and Planning Committee table. The final version was included in today's package and will be brought to the board 4 times per year to assist in tracking the various monitoring reports. It will also assist in the annual review of Board policy.

**5. ITEMS FOR DECISION:**

None.

**6. GOVERNANCE PROCESS:**

**6.1 GP-1 Governance Process**

The Board reviewed GP 1 as part of their annual policy review. The purpose of the policy, on behalf of the residents of the Parkland Heath Region, is to see to it that the Parkland Health Authority achieves what it should, and avoids unacceptable actions and situations.

Rating: Partial Compliance

**6.2 GP-3 Governance Style (monthly)**

The Board reviewed the evaluation summary for the March 30, 2009 meeting in Benito. Mary Hudyma noted that the high rating was a credit to Lynda Mann's skill as Chairperson.

**6.3 GP-3 Governance Style (Annual)**

Mary Hudyma led the Board through its annual review of GP-3. The purpose of the policy is to ensure that the Board governs with a style that emphasizes an outward perspective rather than an internal preoccupation, encouragement of diversity in viewpoints, strategic leadership more than administrative detail, clear distinction of Board and Chief Executive roles, collective rather than individual decisions, future rather than the past or present, and proactively rather than reactively.

Rating: Full compliance.

**6.4 GP-17 Appointment of Auditor**

Mary Hudyma led the Board through its annual review of GP-17. The purpose of the policy is to ensure that the RHA complies with Section #55 and #56 of the Authority's General Bylaw #1, to appoint an external auditor who shall audit the records, accounts, and financial transactions of the Authority annually.

Rating: Full compliance.

**6.5 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 09-004**

**Doreen Stammen/Paul Overgaard**

That the Board approve the Director's and CEO expense claims.

**CARRIED**

**7. PRESENTATIONS:**

None.

**8. BOARD EDUCATION:**

None.

**9. ITEMS REQUIRING BOARD APPROVAL:**

None.

**10. MONITORING:**

**10.1 E-3 Disaster Preparedness**

Mavis Wood presented the monitoring report E-3 Disaster Preparedness to the Board. Supporting statements were reviewed to show that "Communities are prepared to respond to internal and external disasters."

Mavis highlighted a number of key points in the report including the region's development of an integrated disaster plan to guide community and facility responses to emerging communicable threats as well as the region's participation in and various disaster and emergency plan exercises.

Rating: Reasonable Progress

#### 10.2 EL-5 Asset Protection

Kevin McKnight presented the monitoring report to the Board which states that "the CEO shall not allow assets to be unprotected, inadequately maintained or unnecessarily risked."

Rating: Full Compliance

#### 10.3 EL-6 Treatment of Clients

Allan Bradley presented the monitoring report to the Board which states that "the CEO shall not cause or allow conditions, procedures or decisions that are unsafe, unduly dignified, unnecessarily intrusive, that fail to provide adequate confidentiality or privacy, or that otherwise jeopardize the quality of care or service to clients or potential clients."

Rating: Full Compliance

#### 10.4 EL-15 Funded Program Relations

Kevin McKnight presented this Executive Limitation Policy which ensures that adequate contracts and agreements are in place with all corporations/organizations providing service or products to the authority and that due consideration is made to the Region's Health Plan and Health Assessment prior to entering into these contracts.

Rating: Full Compliance

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

#### 11.1 Ownership/Stakeholder Communication:

Board members commented on today's luncheon meeting with the community representatives.

Comments included:

- Good representation today. Good presentations.
- Recognize the challenges of a decreasing community population, while trying to maintain the current infrastructure.
- We need to update our letter of invitation.
- Funding various groups is difficult and challenging.

#### 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 Financial Position was reviewed projecting a slight year end surplus based on information to February 28, 2009.
- The McCreary land transfer is sitting with the Minister's officer for final approval.
- An extension on the offer to purchase the commercial property and building in Dauphin has been granted by the seller to allow more time for Ministerial review and approval.

The next Finance Committee meeting will take place on May 25, 2009 in Pine River.

**11.3 Program and Planning Committee Report:**

Rowena highlighted the items discussed at the April 6/09 Program and Planning and the April 6/09 Leadership and Partnership Committee meeting noting the draft Minutes were included in today's package.

**11.4 Community Relations Committee Report:**

The draft Minutes of the April 23/09 Meeting were circulated and Gerald Shewchuk reviewed them with the Board. Copies of the letter of invitation for the transition meeting and appreciation dinner were also circulated to Board members and they were asked to RSVP for the two evenings: May 19<sup>th</sup> -Dauphin and May 21<sup>st</sup> - Swan River.

Blaine Kraushaar reviewed the next steps in the advisory council revitalization.

**11.5 Chair Report:**

Mary Hudyma stated that she was happy to welcome the new Board members as well as welcome those that were reappointed. Mary noted that the May Council of Chairs meeting was cancelled due to the late announcement of Board members. Mary read a thank you card she had received from Lynda Mann sent to the Chair and Board.

**11.6 Executive Management Committee Report:**

Allan Bradley highlighted some of the items in today's report. In addition, he noted that the concerns over the Swine Flu are requiring Executive's increased time and attention.

Brenda Slobozian added to the Executive's report noting that grant funding had been awarded for "Stop FASD." This initiative will be focused in Dauphin and will provide funding for 3 positions. This is an outreach program where mentors provide intensive support to women who are pregnant or have recently had a baby and are struggling with alcohol or drug use.

Allan highlighted the success of MaryAnne Harrison (Nationally) and Shayne Yaschyshyn (Provincially) for their recent recognition for their contributions in their respective roles. Allan was asked to draft letters of appreciation on the Board's behalf to go to these individuals.

**12. INFORMATION:**

Mary Hudyma noted the "Nice" to Know Items/Information Requested by the Board.

- 12.1 Media Clippings- circulated at the meeting.
- 12.2 Board Luncheon Meeting Letter of Invitation.
- 12.3 Revised GP-13.2 for insertion into Policy Binder.
- 12.4 Letter to Swan River Resident re Cataract Surgery.
- 12.5 MCHP - The Cost of Hospitalizations in Manitoba.
- 12.6 Thank You Card from Auxiliary.

**MOTION 09-005**

**Approved by Consensus**

That Bev Clearsky be excused from the May 25, 2009 Board meeting.

**CARRIED**

**MOTION 09-006**

**Pat Delaurier/Harry Showdra**

That the meeting convene in camera.

**CARRIED**

**13. IN-CAMERA ITEMS:**

- 13.1 Update on DRHC

13.2 Annual CEO Performance Appraisal

**MOTION 09-007**

**Robert Hanson/Paul Overgaard**

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:

- Mary Hudyma was complimented on her excellent work as Chair of her first RHA Board meeting and expressions of gratitude for her skill was noted.
- The Board's Committee's were commended for their in depth work.
- It was noted that there was very good community representation today. It was good to see representation from Tootinaowaziibeeng First Nation as well.

**15. UPCOMING MEETINGS:**

15.1 Meeting with MLAs – April 28, 2009- Dauphin.

15.2 Board Orientation Session – **Tentative Date:** May 8 & 9<sup>th</sup>/09.

15.3 Next Regular Board Meeting, May 25, 2009 Pine River

**16. STIPEND AMOUNT FOR MEETINGS:**

- Full Day for today.
- Program and Planning Meeting – 3 hours
- Community Relations Meeting -1 hour and 1 additional hour for Gerald Shewchuk as Chair.

**17. ADJOURNMENT:**

**MOTION 09 –008**

**Mary Hudyma**

That the meeting be adjourned.

Carried.

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Mary Hudyma, Chairperson

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Allan Bradley, Secretary