

BOARD MEETING AUGUST 31, 2009

MEADOW PORTAGE

COMMUNITY HALL

11:00 HOURS

Present: Mary Hudyma - Chairperson, Gerald Shewchuk, Rowena Powell, Sharon Basaraba, Pat Delaurier, Robert Hanson, Doreen Stammen, John Tichon, Paul Overgaard, Paul Freed, Monica Black, Bev Clearsky

Excused:

Regrets: Harry Showdra., Jason Tomski

Absent:

Guests: Cheryl Osborne, MB Health Liaison

Staff: Kevin McKnight Mavis Wood, Brenda Slobozian, Blaine Kraushaar (recorder)

1. CALL TO ORDER:

Mary Hudyma called the Board meeting to order at 11:00 am. Mary noted that Jason Tomski and Harry Showdra had indicated they would not be able to attend the meeting today.

2. ADOPTION OF AGENDA:

Amendments:

- Move Item 13.1 to after Round Table.

MOTION 09-031

Hanson/Basaraba

That the Agenda be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES:

3.1 Minutes of Special Meeting June 21/2009

MOTION 09-032

Delaurier/Shewchuk

That the Minutes of the June 21, 2009 Special Board meeting be adopted as amended.

CARRIED

3.2 Minutes of Regular meeting of June 22/2009

Amendments:

- 9.3- Should read: "*for the Board's consideration and approval*"
- 9.3- Rowena Powell was not a part of the Ad-Hoc Committee. It should read *Sharon Basaraba* instead.

MOTION 09-033

Freed/Clearsky

That the Minutes of the June 22, 2009 Regular Board meeting be adopted as amended.

CARRIED

3.3. Special meeting of July 30/09

MOTION 09-034

Hanson/Tichon

That the minutes of the July 30, 2009 special meeting be approved.

CARRIED

3.4 In Camera Minutes of July 30, 2009 Meeting

MOTION 09-035

Powell/Black

That the Minutes of the July 30, 2009 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-3 Governance Style (monthly)

The Board reviewed the evaluation summary for the June 22 meeting in Dauphin. It was noted that local Chambers' of Commerce need to be added to the stakeholders luncheon invite calendar wherever possible.

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 09-036

Stammen/Overgaard

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

CARRIED

6.3 GP-13 Board Linkage to Community

Mary Hudyma reviewed Governance Process GP-13, Board Linkage to Community, with the Board.

Rating: The Board indicated that the rating for this GP is "fully achieved."

6.4 GP-14 Board Linkage with Other Organizations-

Mary Hudyma reviewed Governance Process GP-14, Board Linkage to Other Organizations, with the Board. Mary stated that within the monitoring report, it should be noted Bev Clearsky is the PRHA representative on the Provincial Aboriginal Advisory Council.

Rating: 'Reasonable progress' is being made toward the ultimate achievement of this GP.

7. PRESENTATION

None

8. BOARD EDUCATION:

8.1 Annual Rural and Northern Health Care Day

Mary Hudyma stated that in the past, Board members have attended this conference. Kevin was to look into whether rooms have been booked. Board members who can attend are asked to contact the Office.

9. ITEMS REQUIRING BOARD APPROVAL:

9.1 Motion to Approve Letters of Invitation and Appointment to Advisory Councils

Mary and Sharon have been calling potential candidates to see if they have an interest in sitting on the new Councils. Blaine reviewed the list of names of people who have indicated their willingness to participate in the new Councils in the fall. A letter will be going out to confirm their appointment.

Additional calls will be made to others who are potential candidates in an effort to round out the membership to ideal numbers. The Board will review those names at their next meeting in September.

MOTION 09-037

Powell/Delaurier

That the Board approve the appointments to date of those who have accepted the request to sit on Advisory Councils.

CARRIED

9.2 Draft Annual Report

Blaine reviewed the timelines associated with this year's report. The final report is due to Manitoba Health electronically on September 30th. The Board will see the most up to date Draft on September 28th. The Report needs to be printed for the public in time for the Annual General Meeting in November. The Report is being compiled based on the same conceptual design as last year, as well as keeping within the content guidelines established by Manitoba Health.

9.3 Medical Staff bylaws-

The Board agreed to defer approval of this item until its November meeting. Documents contained within the information package presented today are to be brought back to the November meeting so they do not have to be reprinted again.

10. MONITORING:

10.1 E5-1 Timely Access

Mavis Wood and Brenda Slobozian reviewed Ends Policy E-5-1 Timely Access. E-5-1 states: "Residents have timely access to assessment, diagnosis, and treatment."

Rating: Reasonable progress is being made toward the ultimate achievement of this End.

10.2 E5-2 Effective and Appropriate Care

Mavis Wood and Brenda Slobozian reviewed Ends Policy E-5-2 Effective and Appropriate Care. E-5-2 states: "Effective and appropriate care in the appropriate setting"

Rating: Reasonable progress is being made toward the ultimate achievement of this End.

10.3 EL-4 Quarterly Financial Report

Kevin McKnight presented this Executive Limitation to the Board for review. The policy states that "With respect to the actual, ongoing financial condition of the Authority's financial health, the CEO may not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from Board priorities in Ends policies."

Rating: The Board indicated that the rating for this EL is "fully achieved."

11. INFORMATION REQUESTED BY THE BOARD:

11.1 Ownership/Stakeholder Communication:

Discussion ensued on the low turnout for today's informal luncheon meeting. Despite letters of invitation and follow-up phone calls, only two people participated in community-based

discussions. There were suggestions made to consider revamping the letter of invitation and looking at the possibility of sending an 'invite card' in the mail. The Community Relations Committee of the Board will also be reviewing the Stakeholder/Communication calendar on an increased basis.

11.2 Finance Committee Report:

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

- The financial projection for 2009/2010 was reviewed.
- The list of specialized equipment and associated approved borrowings for the 2007/2008 and 2008/2009 fiscal years were reviewed.
- The list of specialized equipment and associated approved borrowings for the fiscal year 2009/2010 were reviewed.
- Safety and Security projects (under \$150,000) were reviewed.
- Internal Audit and subsequent recommendations were reviewed.
- The Committee reviewed the Capital Projects Status Report in the Region. No significant changes were noted since the last report.

Stammen also indicated that the Committee did have some discussions on ways to reduce paper in every way possible, thus becoming a more 'environmentally-friendly' Board. The Board needs to reduce the duplication of documents as much as possible.

MOTION 09-038

Doreen Stammen/Paul Overgaard

That the Board approve of the Finance Committee's Report.

CARRIED

11.3 Program and Planning Committee Report:

Rowena noted that there has not been a meeting since the last Board meeting. The next meeting will be September 14th immediately following the Leadership and Partnership Committee meeting. The Committee needs to do a thorough review of its list of potential education events.

11.4 Community Relations Committee Report:

Sharon Basaraba indicated that the Committee had met in June (mostly to review suggested Advisory Council members) and just recently on August 26th on a host of topics. Work continues on securing additional Advisory Council members for both the Regional Health Advisory Council and Mental Health Advisory Council. A final list of recommendations regarding membership will come forward at the September 28th meeting.

The annual Advisory Council Workshop is set for October 21st from 6-9 p.m. at the Dauphin Community Health Services Building. The workshop agenda is still being finalized through the Committee.

The nomination deadline for the PRHA Board Volunteer Service Awards has been extended until September 30th. Board members are asked to take a few forms and consider spreading throughout their communities to potential nominees (who qualify under the criteria). The criteria is available on the PRHA website.

The Annual General Meeting is set for November 12th in Roblin at the 50 and Over Club Building. Guest speaker ideas are being considered at the Committee and a final recommendation will come

back to the Board. The Committee supports a recommendation from last year that recipients of the awards this year would be invited to have supper with the Board prior to the start of the AGM.

The Committee was currently reviewing its Terms of Reference and a revised version will be brought back to the Board in the near future.

11.5 Chair Report:

Mary Hudyma provided a brief report. She acknowledged that the first day of Kevin McKnight's tenure as CEO began August 10th.

There were two high-profile media events in the Region on August 24th. Manitoba Health Minister Hon. Theresa Oswald joined PRHA officials to unveil details of the Region's plan to expand Telehealth to two more communities (Grandview and McCreary) in the fall. The other announcement that day was made in Dauphin by the Minister regarding additional supports to recruit and retain doctors in rural Manitoba.

The next Council of Chairs meeting is September 10th.

Regional Health Authorities of Manitoba is once again looking for nominations for the Judge J.M. George Memorial Award. Parkland has had two recipients of this award in the past 7 years.

RHAM and Regional Boards/Board members are asked to take part in the 'In-Motion Challenge' which continues into the fall.

11.6 Executive Committee Report

Mary Hudyma provided a brief review on the activities of the Executive Committee and the process for the recruitment of the new CEO.

11.7 Executive Management Committee Report:

Kevin McKnight reviewed some of the items in today's report. Highlights included:

- An update on timelines and tasks associated with the DRHC Role Study;
- Reviewing the plan to expand Telehealth in the Parkland in the Fall;
- The third arrival phase associated with the Philippine Nurse Recruitment Initiative was commencing September 2nd. Five nurses were arriving from the Philippines, bringing the total number of nurses recruited to the Parkland- as part of the initiative- to 34.

12. **INFORMATION:**

Mary Hudyma 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 Letters
- 12.4 MIPS Annual Report
- 12.5 Correspondence from RM and Town Minitonas
- 12.6 Final Board Committee Membership listing
- 12.7 Governance Coach Newsletter
- 12.8 PRHA Annual Calendar of Events

MOTION 09-039

Powell/ Basaraba

That the meeting convene in camera.

CARRIED

13. IN-CAMERA ITEMS:

13.1 Exit Interview

MOTION 09-040

Basaraba/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:

- Nice to see Anne Lacquette attend the Board table again;
- Good to see Advisory Councils are coming together;
- Glad to hear we will continue to do more to entice the general public to attend luncheon meetings;
- Nice to have Kevin as the new CEO;
- Blaine indicated he misses Karen's expertise on handling Board Meeting duties, he hopes she gets well soon.

15. UPCOMING MEETINGS:

- 15.1 September 28th Regular Board Meeting Minitonas Community Hall
- 15.2 October 21st- Advisory Council Workshop (Dauphin Community Health Building)
- 15.3 October 26th- Regular Board Meeting Laurier
- 15.4 October 27th- Rural and Northern Health Day Conference Winnipeg
- 15.5 October 28th Provincial Health Care Conference Winnipeg
- 15.6 October 29 Provincial Orientation (tentative) Winnipeg
- 15.7 November 12th Annual General Meeting Roblin
- 15.8 November 13th Board Education Session Roblin.

16. STIPEND AMOUNT FOR MEETINGS:

- Full Day for today.
- Community Relations Committee meeting 2 hours.

17. ADJOURNMENT:

MOTION 09 – 041

Stammen/Hanson

That the meeting be adjourned at 3:45 pm.

CARRIED

Mary Hudyma, Chairperson

Kevin McKnight, Secretary