



MINUTES

Regular Meeting of the Board of Directors of the Parkland Regional Health Authority was held at the McCreary/Alonsa Health Centre in McCreary, MB on April 26, 2010.

Present:	Mary Hudyma, Chair Sharon Basaraba Harry Showdra	Beverly Clearsky Pat Delaurier Monica Black	Rowena Powell Robert Hanson Paul Overgaard
Excused:	Gerald Shewchuk		
Regrets:	John Tichon		
Absent:			
Staff:	Kevin McKnight Brenda Slobozian Cheryl Osborne (Liaison, MB Health)	Mavis Wood Blaine Kraushaar Maggie Campbell	Duc Le Tracie Orisko (Recorder)

1. CALL TO ORDER

Mary Hudyma, Board Chair, called the Board meeting to order at 11:10 am. She welcomed everyone to the meeting.

2. ADOPTION OF AGENDA

MOTION 10-001 Pat Delaurier/Beverly Clearsky

That the Agenda be adopted with the following additions:

- 3.2 Business Arising from Minutes
- 5.3 Regional Medical Advisory Committee Board Appointment

CARRIED

3. ADOPTION OF MINUTES

MOTION 10-002 Harry Showdra/Robert Hanson

That the Minutes of the March 29, 2010 Regular Board meeting be adopted as amended with the following corrections.

- In 11.1 – the ambulance is owned by Manitoba Health and provided through the PRHA.
- In 11.2 – change “actual on” to “actual one”
- In 11.2 – change “efficiency” to “cost”
- 11.6 – MHHL should be Manitoba Healthy Living Youth & Seniors

CARRIED

3.1 Business Arising

None.

4. ITEMS FOR REVIEW

4.1 Board Tracking Tool

Noted that the tracking tool should be 2009 not 2010. Update the form to show GP-15 as January 26, 2009, Full Compliance and EL-19 September 28, 2009, Partial Compliance.

4.2 Proposed Policy on Patient-Centered Care

Mary Hudyma led the board through proposed changes to EL-18.

MOTION 10-003 **Paul Overgaard/Harry Showdra**

That the proposed EL-18 be accepted with the following changes:

- Change “team medicine” to “inter-disciplinary team approach”
- Change “caring hand offs” to “caring transitions”
- change “larger community of caregivers is considered” to “larger support network of care givers is considered”
- change “physician” to “physical” in last bullet

CARRIED

Mary Hudyma led the board through proposed changes to E5.

MOTION 10-004 **Paul Overgaard/Rowena Powell**

That the proposed E5 be accepted as distributed.

CARRIED

5. ITEMS FOR DECISION

5.1 Appointment of Vice Chair

MOTION 10-005 **Harry Showdra/Sharon Basaraba**

That Rowena Poweel be appointed Vice Chair by acclamation.

CARRIED

5.2 Appointment of Interim Finance Chair

MOTION 10-006 **Rowena Powell/Bev Clearsky**

That Paul Overgaard by appointed Interim Finance Chair by acclamation.

CARRIED

5.3 Regional Medical Advisory Committee Board Representation

Patricia Delaurier volunteered to sit on the Regional Medical Advisory Committee with existing board representative Rowena Powell. The board agreed with this.

6. GOVERNANCE PROCESS

6.1 GP-1 Governance Process

Mary Hudyma led the board through its annual review and rating of Board Policy GP-1. 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 April 26, 2010 meeting in McCreary. Mary Hudyma noted that the overall meeting average should have been 4.1.

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-6 Board Attendance Report

The board reviewed the annual attendance report and noted that Harry Showdra was in attendance at the April 2009 Board meeting. It was decided that the percentage mark should be shown to include meetings members were excused for as otherwise it would look as though a member was not in adherence with the process of getting excused from meetings.

6.5 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

6.6 GP-9 Board/Committee Expenses

Paul Overgaard reported that the Committee had reviewed the Directors and CEO expense claims at the Finance Committee meeting and provided a recommendation for approval.

MOTION 10-007

Paul Overgaard/Harry Showdra

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

CARRIED

7. PRESENTATIONS

None

8. BOARD EDUCATION - Strategic Planning

Maggie Campbell, Executive Director, Program & Planning led the board through a strategic planning exercise on the PRHA Vision Statement.

9. ITEMS REQUIRING BOARD APPROVAL

None

10. MONITORING

10.1 E-5-3 Disaster Preparedness

Mavis Wood presented the monitoring report E5-3 Disaster Preparedness to the Board. Supporting statements were reviewed to show that "Communities are prepared to respond to internal and external disasters." Mavis highlighted the region's response to H1N1 has helped the region to have a better developed Pandemic Response Plan.

Rating: Reasonable Progress

Note: The board extended thanks and appreciation to the staff for their extremely hard work over the last year both with pandemic planning and our regular work in disaster management.

10.2 EL-5 Asset Protection

Duc Le 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-9 Communication/Support to the Board

Kevin McKnight presented this Executive Limitation Policy, which states the CEO shall not permit the board to be not informed or unsupported in its work.

Rating:
Full compliance.

11. INFORMATION REQUESTED BY THE BOARD

11.1 Ownership/Stakeholder Communication

Mary Hudyma noted that this was the first meeting that included a facility tour and asked for feedback from the board members. All board members were pleased with the tour provided. Mary Hudyma then stated that some meetings going forward would include presentations from staff at various facilities.

11.2 Finance Committee Report

Paul Overgaard reported that the Committee had met earlier this morning and noted that:

- The audit services group from Meyers Norris Penny advised that the financial reporting from the RHA had improved significantly from the last audit year.
- Based on information to February 28th, there is a deficit of approximately 3M in acute care and 2.2M in Long Term Care.
- Staff are working on determining reasons for the deficit. Lengthy patient stays and increases salary and wages are considerations.
- Capital Projects currently underway amount to \$670,204.

Paul Overgaard then noted that Ministerial approval for the purchase of 25 Industrial Road has not come through. Kevin McKnight provided an overview of the process with the Minister’s Office to date.

MOTION 10-008 Harry Showdra/Monica Black

That the letter to Theresa Oswald, Minister of Health and copied to Milton Sussman, DM of Health and also to Stan Struthers, MLA Dauphin-Roblin and Rosann Wowchuk, MLA Swan River on the proposed building purchase be approved and sent.

CARRIED

The next Finance Committee meeting will take place on May 31, 2010 in Swan River.

11.3 Program and Planning Committee Report

Rowena Powell verbally reported that the committee has not met since last meeting. She noted that as there are no new board member appointments, the tentative Board Orientation Session would not be going forward.

11.4 Community Relations Committee Report

Sharon Basaraba provided a verbal report from this committee noting the following:

- Advisory councils are working on setting priorities and criteria. The attendance has improved only slightly since the introduction of telehealth for the meetings.

- The committee is making a recommendation to the board that the AGM be held June 21 in conjunction with the June Board Meeting date and that the Volunteer Service Awards be removed from the AGM agenda.
- Next meeting for the CRC committee is scheduled for May 11th.

MOTION 10-009 Sharon Basaraba/Paul Overgaard

That the AGM be moved to June 21, 2010, pending Ministerial Approval.

CARRIED

11.5 Executive Committee Report

Mary Hudyma noted that there was nothing further to report here as the committee's last meeting was covered in item 4.2.

11.6 Chair Report

Mary Hudyma provided a verbal report from the Chair noting the following:

- No Council of Chairs in April.
- There was the second Spiritual Care Advisory meeting in March to develop a vision of spiritual care.
- Next Council of Chairs is May 13th and hopefully there will be more information about board appointments at that time.

11.7 Executive Management Committee Report

Kevin McKnight highlighted some of the items in the written report provided to the Board.

- Accreditation roadmap is being summarized by staff currently and will be coming back to the board for review at the next meeting.

11.8 Green Initiatives

The following green initiatives were highlighted:

- GP's are being provided to the board via email.
- CHA was distributed electronically

12. INFORMATION

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

12.1 Media Clippings

One copy provided at the meeting for review; members can request emailed package

12.2 Board Follow Up Correspondence re: Gilbert Plains Luncheon Meeting

Board members reviewed the Follow Up letter from the March 29, 2010 Board meeting luncheon.

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:

At today's meeting, board members discussed the tour of the McCreary/Alonsa facility and also that this was the first meeting without any invited luncheon guests.

MOTION 10-010 Sharon Basaraba/Pat Delaurier

That Beverly Clearsky be excused from the May 31st board meeting.

CARRIED

13. IN-CAMERA ITEMS

MOTION 10-011 Harry Showdra/Rowena Powell
That the meeting convene in camera.
CARRIED

13.1 In-Camera Minutes Mach 29, 2010

MOTION 10-012 Monica Black/Robert Hanson
That the meeting re-convene out of camera.
CARRIED

MOTION 10-013 Robert Hanson/Sharon Basaraba
That the in-camera minutes of March 29, 2010 be approved.
CARRIED

15. UPCOMING MEETINGS

15.1 Board Orientation Session – Cancelled

15.2 Health Plan Meeting – May 30, 2010 Swan River

15.3 Regular Board Meeting - May 31, 2010 Swan River

15.4 Health Care Leadership Conference – June 7 & 8, 2010 Winnipeg

16. STIPEND AMOUNT FOR MEETINGS

Full Day for today's meeting.

17. ADJOURNMENT

MOTION 10-014 Monica Black/Pat Delaurier
That the meeting be adjourned at 2:55pm.
CARRIED

Mary Hudyma, Chairperson

Kevin McKnight, Secretary