



MINUTES

Regular Meeting of the Board of Directors of the Parkland Regional Health Authority was held at the Legion Hall in Grandview, MB on March 29, 2010.

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

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOTION 09-160 Robert Hanson/Paul Freed

That the Agenda be adopted with the following additions:

- 3.1 Business Arising
- 9.1 Medical Privileges

CARRIED

3. ADOPTION OF MINUTES

MOTION 09-161 Sharon Basaraba/Harry Showdra

That the Minutes of the February 22, 2010 Regular Board meeting be adopted as amended with the following corrections.

- Correct the spelling of Brenda Slobozian's name
- 11.4 Change "Gerald Shewchuk" to "Sharon Basaraba"
- Motion 08-156 - change "John Tichon" to "Bev Clearsky"
- Board education session in January should be added to the Program and Planning Report.

CARRIED

3.1 Business Arising

3.1.1 Mary Hudyma noted in 11.1 that she took the concern regarding 12 hour nursing shifts to the Council of Chairs but there was no interest from the Council in pursuing the item on a Provincial basis.

3.1.2 With regard to Motion 08-153 – Lottery Fundraiser, Kevin McKnight noted that we are examining the timing of this option. Discussions with professionals are being undertaken and there may be a decision not to go ahead with this in the coming year. Kevin McKnight also noted that a Regional Foundation is being put into place and linkages will be sought with the current foundations in order to keep good relationships.

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 February 22, 2010 meeting in Dauphin. Mary Hudyma noted that where “no response” was noted, it may mean that it was not applicable.

6.2 GP-4 Board Job Description

Mary Hudyma led the Board through its annual review and rating of Board Policy GP-4.

Discussion:

Gerald Shewchuk raised a question about Item 1 – “provide accountability” – can the Board be accountable if they are not involved in the day-to-day operation of the PRHA? Mary Hudyma noted that the board’s role is to develop the boundaries so that the activities do not fall outside of accomplishing the ends and that we have an annual report and annual plan authorized by the board.

Rating: Reasonable Progress.

6.3 GP-5 Chairperson’s Job Description

Mary Hudyma led the Board through its annual review and rating of board policy GP-5.

Rating: Fully Achieved.

6.4 GP-6 Board Secretary Role

Mary Hudyma led the Board through its annual review of GP-6.

Discussion:

Errors in the board minutes need to be addressed. The CEO is designated at the Board Secretary which is delegated to the Executive Assistant. Kevin McKnight confirmed processes would be in place to minimize errors.

Rating: Fully Achieved

6.5 GP-8 Board Committee Structure- Selection of Ad Hoc Committee

Mary Hudyma stated that the Ad Hoc Committee would meet to review Board member requests for the Board Committees. The following members agreed to sit on the Ad Hoc Committee: Paul Overgaard, Sharon Basaraba, Rowena Powell and Gerald Shewchuk.

6.6 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 provided a recommendation for approval.

MOTION 09-162

Doreen Stammen/Harry Showdra

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

CARRIED

7. PRESENTATIONS

None

8. BOARD EDUCATION

None

9. ITEMS REQUIRING BOARD APPROVAL

MOTION 09-163 Doreen Stammen/Harry Showdra

That the Board approve interim medical staff privileges for Dr. Johan Rauch at the Dauphin Regional Health Centre.

CARRIED

10. MONITORING

10.1 E-3 Healthy Lifestyles- Freedom from Communicable Disease

Deferred until June due to the availability of information from Manitoba Health.

10.2 EL-6 Treatment of Clients- Patient Safety Report – Near Misses

Mavis Wood and Brenda Slobozian presented the monitoring report. The following comments were noted:

- There has been consistent reporting over the past three year period
- Complaints can come directly from a client or a family member of a client
- Reporting in this report is only on near misses, not on an actual occurrence of an incident

10.3 EL-10 Emergency Executive Succession

Kevin McKnight presented this Executive Limitation Policy, which ensures that provisions are in place for emergency executive succession should it be required.

Rating:

Full compliance.

10.4 EL-11 Public Image

Kevin McKnight presented this Executive Limitation Policy which ensures that the organization's public image and credibility are not endangered, particularly in ways that would hinder its accomplishment of its mission.

Discussion:

Rowena Powell queried where there was an actual communication plan which shows where dollars are actually being put. Kevin McKnight responded that there is specific communication on how we spend our money but not always a direct tie in to the Strategic Planning as often money ties into more than one area.

Paul Freed queried whether there is a long-term plan for the residents of Swan River to communicate the future of the facility there. Mary Hudyma advised that this issue should be addressed, but outside of this EL review.

Rating:

Full compliance.

10.5 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.

Discussion:

Mary Hudyma noted that Leadership and Partnership needs to be removed from this for the next review as this committee has now been disbanded. It was noted that the board needs to determine a new link with affiliates.

Rating:

Full Compliance

11. INFORMATION REQUESTED BY THE BOARD

11.1 Ownership/Stakeholder Communication

Mary Hudyma noted that it was good to see the community enthusiasm shown by the lunch time guests from the Gilbert Plains Seniors Resource Council as well as the Town and RM of Gilbert Plains.

Discussion:

Gerald Shewchuk noted that he enjoys the approach of inviting community members to talk about their issues and their programming.

Clarification was provided that the previous ambulance used in Gilbert Plains was owned directly by Gilbert Plains. The current one is owned by Manitoba Health and provided through the PRHA. Ambulances get rotated through communities based on usage in the various sites.

11.2 Finance Committee Report

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

- The Finance Committee met with Candice Turchinski from Meyers Norris Penny and Bradley Key from the Office of the Auditor General and that they both felt the board was on track with regard to the audit.
- The financial projection for the year ending March 31, 2010 was reviewed. The current projected deficit is \$4,568,703.
- Duc Le and Kevin McKnight will be focusing on performance targets.
- Paul Overgaard noted that there are new accounting rules for NPO's for 2013 for the RHA.

Discussion:

Rowena Powell questioned the large jump in deficit projection. Duc Le explained that the deficit at this point is a projected number based on trends, not actual numbers and therefore it changes as further reviews are done.

Paul Overgaard queried whether part of the deficit is due to H1N1 mass clinics. Kevin McKnight responded that there should be money coming from Manitoba Health to cover some of those costs, although it has not been received yet. He also noted that there is certainly some staff overtime costs that are attributable to the H1N1 crisis.

Rowena Powell queried the cost of bringing in the Philippine nurses based the large amount of nursing overtime costs still being paid out. Kevin McKnight responded that finance is looking closely at this issue to determine if there has been a decrease in costs as a result.

Kevin McKnight noted that there has to be change going forward for the PRHA to tackle the deficit issue. The Province notes no increases in funding for at least the next two years. He noted that specific, targeted reductions will be required of various sectors. He also noted that we need to balance efficiency and providing the best possible care.

The next Finance Committee meeting will take place on April 26, 2010 in McCreary

11.3 Program and Planning Committee Report

Rowena Powell provided a verbal report from this committee noting the following:

At a teleconference on March 9th the committee reviewed the New Board Member Orientation:

- Tentatively May 14/15 in Dauphin, depending on announcements from the Province on board appointments.
- To include the Role Study in the orientation and also information about accreditation.
- Dinner on Friday evening supplied by the hospital and a social activity at Thunders Restaurant to follow.
- Participants will be given their handouts at the end of the session to take home, not during.
- All current board members to not need copies of bylaws and conflict of interest forms.

Also reviewed at the teleconference was Board Education Items from 2010 -11 and it was decided that a presentation could be provided at each board meeting, where time permits, from a site manager for the facility the meeting is being held at.

11.4 Community Relations Committee Report

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

- Attendance at Health Advisory Councils is not strong but there is good discussion by those who are in attendance.
- Both councils will have the option of telehealth in Swan River for the next meeting to attempt to increase numbers.
- There are a number of members on each committee who have not shown up for a meeting yet. The Board Liaisons will be provided a script by Brenda/Blaine in order to address this issue.
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11.5 Executive Committee Report

Mary Hudyma provided a verbal report from this committee noting that the committee has not met since the previous board meeting but has a meeting scheduled for April 19th at 1pm.

11.6 Chair Report

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

- Milton Sussman is the new Deputy Minister for MH
- Jan Sanderson is the Deputy Minister of Manitoba Healthy Living, Youth & Seniors
- There will be no Council of Chairs in April.
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11.7 Executive Management Committee Report

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

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 Luncheon Meeting Letter of Invitation

Discussion: will the board be inviting guests to the lunch portion of the meetings going forward? At this time the board will plan on having facility tours and brief program presentations at meetings as discussed at the January Board Planning Session for 2009/10.

12.3 Board Follow Up Correspondence re: Dauphin Luncheon Meeting

Board members review the Follow Up letter from the February 22, 2010 Board meeting luncheon.

12.4 Revised Annual Board Calendar

Board members reviewed changes to the Annual Board Calendar

13. IN-CAMERA ITEMS

14.

MOTION 09-164 Paul Freed/Harry Showdra

That the meeting convene in camera.

CARRIED

13.1 HEPP/HEPB

MOTION 09-165 Paul Freed/Paul Overgaard

That the meeting re-convene out of camera.

CARRIED

MOTION 09-166 Monica Black/Harry Showdra

That the minutes of the February 22, 2010 in-camera meeting be adopted as amended with the following correction:

- correct date to say February 22, 2010

CARRIED

MOTION 09-167 Doreen Stammen/Harry Showdra

That the Board Chair be authorized to vote on behalf of the Board with respect to the HEPP plan.

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:

At today's meeting, PRHA Staff and continuing Board members reflected on the contributions of Paul Freed and Doreen Stammen. Comments of gratitude and appreciation for Paul and Doreen for their commitment to the PRHA during their terms on the Board were shared. All noted that they will be greatly missed and they were each wished continued success in their future endeavors.

Outgoing members also conveyed their appreciation to staff and the Board for the support they had received over the past few years.

Round Table Comments included:

- Good finance meeting with the Auditors. Pleased to hear they feel we are on the right track.
- Good community discussions
- Dauphin Herald newspaper had good coverage recently on the Stop FASD/Insight Mentoring Program as well as the new Teen and Young Adult Clinic.
- Do the doctors "freelance" as a doctor from Swan River was practicing in The Pas recently?
- The amount of paper handouts was discussed and the board and staff will work together to reduce the paper amount even further.

MOTION 09-168 Rowena Powell/Monica Black

That Gerald Shewchuk be excused from the April 26, 2010 board meeting.

CARRIED

15. UPCOMING MEETINGS

15.1 Executive Committee Meeting

April 19th, 2010 at 1pm in Dauphin in CHS Boardroom B

15.2 New Board Member Orientation Session

Tentative: May 14/15, 2010 in Dauphin in CHS Boardroom A & B

16. STIPEND AMOUNT FOR MEETINGS

Full Day for today's meeting.

17. ADJOURNMENT

MOTION 09-169

Paul Overgaard/Monica Black

That the meeting be adjourned.

CARRIED

Mary Hudyma, Chairperson

Kevin McKnight, Secretary