

MINUTES

Regular Meeting of the Board of Directors of the Parkland Regional Health Authority was held at the Lion's Den in Dauphin, Manitoba on Monday, June 20, 2011.

| | | | |
|----------|---------------------------------------|---------------------------|--------------------------|
| Present: | Mary Hudyma, Chair | Sharon Basaraba | Charles Morden |
| | Andy Maxwell | Pat Delaurier | Harry Showdra |
| | Gerald Shewchuk | Anne Laquette (until 4pm) | Robert Hanson |
| | Rowena Powell | Alex Grimaldi | |
| | | | |
| Guests: | Cheryl Osborne, Liaison, MB Health | | |
| Staff: | Kevin McKnight | Duc Le | Mavis Wood |
| | Blaine Kraushaar | | Tracie Orisko (Recorder) |
| Excused: | Monica Black | Paul Overgaard | |
| Regrets: | John Tichon | | |

1. CALL TO ORDER

Mary Hudyma, Board Chair, called the meeting to order at 11:00am

MOTION 11-021 Hanson/Showdra

That Paul Overgaard be excused from the meeting due to health concerns.

CARRIED

2. ADOPTION OF AGENDA

MOTION 11-022 Powell/Shewchuk

That the Agenda be adopted as presented with the following additions:

16.5 CEO Contract

16.6 CEO Performance Appraisal

CARRIED

3. MINUTES

3.1 Adoption – Regular Meeting May 26, 2011

MOTION 11-023 Maxwell/Basaraba

That the Minutes of the May 26, 2011 Regular Board meeting be adopted with the following change:

- Motion to be added to Excuse Paul Overgaard from the meeting for health reasons.

CARRIED

3.2 Business Arising

None

4. FOR REVIEW

None.

5. ITEMS FOR DECISION

None

6. GOVERNANCE PROCESS

The board reviewed the following Governance Process Policies as part of its annual monitoring:

6.1 GP-3 Governance Style (monthly)

The Board reviewed the evaluation summary for the May 26, 2011 meeting.

6.2 GP-9 Board Committee Expenses

Acting Finance Chair reported that the Committee had reviewed the Directors and CEO expense claims for the month of June at the Finance Committee meeting and provided a recommendation for approval.

MOTION 11-024 Showdra/Morden

That the Board approve the Directors' and CEO expense claims for the month of June.

CARRIED

6.3 GP-2 PRHA Value Statements

The board reviewed GP-2 PRHA Value Statements with the board.

Rating: Reasonable Progress

6.4 GP-10 Code of Conduct

The Chair reviewed GP-10 Code of Conduct with the Board.

Rating: Fully Achieved

6.5 GP-11 Conflict of Interest

The Chair reviewed GP-11 Conflict of Interest with the Board.

Rating: Fully Achieved

6.6 GP-12 Cost of Governance

The Chair reviewed GP-12 Cost of Governance with the Board.

Rating: Fully Achieved

6.7 GP-17 Appointment of Auditor

The Chair reviewed GP-17 Appointment of Auditor with the Board.

Rating: Fully Achieved

6.8 Quarterly Tracking Tool

To be provided to board members via email.

7. PRESENTATIONS

None

8. Board Education

8.1 Ability Management/Workplace Health & Safety

Adele Souce and Marci Schoenrath, Human Resources Officers, provided presentations on Ability Management and on Workplace Health & Safety.

9. ITEMS REQUIRING BOARD APPROVAL

9.1 Committee Appointments

MOTION 11-025

Powell/Hanson

That the Board approve the 2011/12 Committee appointments as presented.

CARRIED

9.2 Medical Credentialing

MOTION 11-026

Showdra/Grimaldi

That the Board approve dental privileges at the Swan Valley Health Centre for Dr. David Chimilar.

CARRIED

MOTION 11-027

Hanson/Delaurier

That the Board approve anesthetic privileges at the Swan Valley Health Centre for Dr. Gerald Lefevre.

CARRIED

10. MONITORING

The board received and reviewed a status update for progress on the following Executive Limitations as part of its annual monitoring:

| | Executive Limitation | Rating |
|-------------|--|--------------------|
| 10.1 | <u>EL-4 Financial Conditions (Quarterly to March 31)</u> The Board reviewed this Executive Limitation. | Full Compliance |
| 10.2 | <u>EL-3 Budgeting/Financial (Annual Budget)</u> The Board reviewed this executive Limitation. | Full Compliance |
| 10.3 | <u>EL-6 Treatment of Clients – Patient Safety Report (Incident Rates)</u> The Board reviewed the Patient Safety Report. | None |
| 10.4 | <u>EL-7 Access to Services</u> *Physician shortage is a blockage to complete access to servies as is geographic difficulties and funding shortages. | Partial Compliance |
| 10.5 | <u>EL-17 Staff Credentials & Licensing</u> Deferred | |
| 10.6 | <u>EL-18 Client Satisfaction</u> Deferred | |

The board received and reviewed a status update for progress on the following Ends Policies as part of its annual monitoring:

| | Ends Policies | Rating |
|-------------|---|---------------|
| 10.2 | E5-2 Effective & Appropriate Care Deferred | |

11. INFORMATION REQUESTED BY THE BOARD

11.1 Finance Committee Report

The Acting Committee Chair provided a verbal report on the following:

- Review of Audited Financial Statements
- Capital Projects
- Potential Statutory Deductions
- Signing officers for banking

MOTION 11-028

Showdra/Morden

That the Board approve the audited financial statements as presented.

CARRIED

MOTION 11-029

Grimaldi/Basaraba

1. That the Board reaffirms that two signatures shall be required on all banking instruments;

2. That the Board reaffirms that the following individuals are appointed as authorized signatories for all bank accounts held by the PRHA and its facilities and organizations:

- The Chair of the Board
- The Vice Chair of the Board
- The Chair of Finance Committee of the Board
- The Chief Executive Officer
- The Vice President Corporate Services and CFO
- The Vice President Facilities

3. In addition to those identified in Section 2 of this Resolution, that individuals holding the following positions are appointed as authorized signatories to Dauphin Regional Health Centre bank accounts:

- The Dauphin Regional Health Centre Chief Operating Officer
- The Director of Finance
- The Finance Manager in Dauphin.

4. In addition to those identified in Section 2 of this Resolution, that individuals holding the following positions are appointed as authorized signatories to Swan Valley Health Facilities bank accounts:

- Swan Valley Health Facilities Chief Operating Officer
- The Finance Manager in Swan River
- Swan Valley Health Facilities Clinical Services Manager.

CARRIED

The next Finance Committee meeting will take place 10:00 am on Monday, August 29, 2011 in Birch River.

11.2 Program and Planning Committee Report

The Committee Chair provided a verbal report on the following:

- Maria Capozzi is not available for the August Education Day, will be inviting for September.

11.3 Community Relations Committee Report

The Committee Chair provided a verbal report on the following:

- Advisory Council Cycle
- Community Consultation Evaluation

- Volunteer Service Award
- Annual General Meeting
- Annual Report

11.4 Chair Report

The Chair provided a written report on the following:

- Flood impact on Budgets
- Judge JM George Award
- Nor-Man RHA Report
- Ex-Officio Committee Members

The board received the report and it is attached to the minutes.

11.5 Executive Committee Report

The Chair provided a verbal report on the following:

- Committee meeting to discuss the CEO Performance Appraisal and contract.

11.6 Regional Medical Advisory Committee

The board co-liaison provided a verbal report on the following:

- No Meeting to report on.

11.7 Executive Team Report

The CEO provided an overview of the written report which was circulated to all members prior to the meeting on the following topics:

Organization Re-Design

Financial Position

Dauphin Functional Study

Health Plan 2012/13

Capital – Safety and Security Project Approvals (Less than \$150,000)

Diagnostic Services Site Visit

Cataract Surgery

Obstetrics/Gynecology

Library Services

Performance Management Indicator Project

12. INFORMATION

The Chair referred to the “Nice” to Know Items/Information Requested by the Board.

- 12.1 Media Clippings
All board members were emailed information throughout the month.

13. SELF EVALUATION

- 13.1 Monthly Evaluation Form
Board members were reminded to fill out and submit the monthly evaluation form.

- 13.2 Round Table
Board members provided comments on board related items.

14. UPCOMING MEETINGS

- 14.1 Regular Board Meeting August 29 – Birch River
14.2 Annual General Meeting – August 29 – Swan River
14.3 Board Education Session August 30 – Swan River
14.4 Rural & Northern Healthcare Day – October 25 – Winnipeg
14.5 Provincial Healthcare Leadership Forum - October 26 - Winnipeg

15. STIPEND AMOUNT FOR MEETINGS

One hour for Community Relations Committee Meeting
Full Day June 20
Two hours for Executive Committee Meeting.

16. IN-CAMERA ITEMS

- MOTION 11-030 Laquette/Basaraba**
That the meeting resolve into Committee of the Whole In-Camera with CEO and Board Members present.

CARRIED

16.1 In-Camera Minutes May 26, 2011

16.2 Organization Re-Design

16.3 Accreditation

16.4 Smoking Cessation Coordinator

16.5 CEO Contract

16.6 CEO Performance Appraisal

- MOTION 11-031 Hanson/Delaurier**
That the meeting rise from Committee of the Whole In-Camera.

CARRIED

MOTION 11-032 Grimaldi/Basaraba

That the In-Camera Minutes of the May 26, 2011 meeting be approved as distributed.

CARRIED

MOTION 11-033 Showdra/Morden

That Bob Sopuck, MP for Dauphin-Swan River-Marquette be invited to the next board meeting.

CARRIED

MOTION 11-034 Maxwell/Showdra

That the organization re-design be approved.

CARRIED

MOTION 11-035 Morden/Maxwell

That the board accept the Executive Committee's recommendation for a 360 degree review and proposed contract for the CEO.

CARRIED

15. ADJOURNMENT

MOTION 11-036 Delaruiet/Hanson

That the meeting be adjourned at 4:45pm.

CARRIED

Mary Hudyma, Chairperson

Kevin McKnight, Secretary