

MINUTES

Regular Meeting of the Board of Directors of the Parkland Regional Health Authority was held at the Emergency Services Building in Ethelbert, Manitoba on Monday, October 31, 2011.

Present: Mary Hudyma, Chair Sharon Basaraba Paul Overgaard
Andrew Maxwell Pat Delaurier Harry Showdra
Gerald Shewchuk Anne Laquette Robert Hanson
Rowena Powell Alex Grimaldi

Guests: Cheryl Osborne,
Liaison, MB Health

Staff: Kevin McKnight Mavis Wood Blaine Kraushaar
Tracie Orisko (Recorder)

Regrets: Charles Morden

Excused: Monica Black John Tichon

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOTION 11-061 Showdra/Powell
That the Agenda be adopted as presented with the addition of:

16.4 Debrief - September Education Day
16.5 Debrief - McCreary Community Meeting

CARRIED

3. MINUTES

3.1 Adoption – Regular Meeting September 26, 2011

MOTION 11-062 Powell/Shewchuk
That the Minutes of the September 26, 2011 Regular Board meeting be adopted as presented with the following changes:

Move Sharon Basaraba to Regrets
List Monica Black as excused
Change Meeting Location Crane River Hall.
13.3 provincial health leadership conference needs to be added
14. full day today and ½ day for education day with auditor general

10.1 E3 to be listed as an END.

CARRIED

3.2 Business Arising From Minutes

None

4. DELEGATIONS

4.1 Jody Langan – Councillor, Village of Ethelbert

Jody Langan presented on Emergency Services planning in progress for the community of Ethelbert. A copy of the presentation attached to the minutes.

Other community representatives were present at the meeting and discussed issues of local concern.

5. FOR REVIEW

5.1 Correspondence

5.1.1 City of Dauphin

The board received copies of both outgoing and incoming correspondence from the City of Dauphin via email in advance of the meeting.

5.1.2 RM of Grandview

The board received copies of both outgoing and incoming correspondence from the RM of Grandview via email in advance of the meeting.

5.1.3 McMaster University

The board chair read correspondence from McMaster University.

MOTION 11-063 Grimaldi/Maxwell

That the board take part in the McMaster University research survey on governance in the health sector.

CARRIED

5.1.4 Canadian Medical Protective Association – Changing Physician-Hospital Relationships

The board discussed this document and agreed it would be appropriate to review at Regional MAC.

MOTION 11-064 Powell/Delaurier

That the board refer the Changing Physician-Hospital Relationships document to Regional Medical Advisory Committee for review.

CARRIED

6. ITEMS FOR DECISION

6.1 Board By-Law Approval 1st and 2nd Reading

Board By-Law #1

MOTION 11-065 **Showdra/Shewchuk**

That the first reading of Board By-Law #1 be accepted as read.

CARRIED

MOTION 11-066 **Delaurier/Maxwell**

That the second reading of Board By-Law #1 be accepted as read.

CARRIED

Board By-Law #2

MOTION 11-067 **Basaraba/Maxwell**

That the first reading of Board By-Law #2 be accepted as read.

CARRIED

MOTION 11-068 **Showdra/Powell**

That the second reading of Board By-Law #2 be accepted as read.

CARRIED

7. GOVERNANCE PROCESS

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

7.1 GP-3 Governance Style (monthly)

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

7.2 GP-9 Board Committee Expenses

Deferred to November meeting.

8. PRESENTATIONS

8.1 Regional Health Advisory Council Report - Gwynn Ketel, Chair

Gwynn Ketel provided a report from the Regional Health Advisory and discussion was held by all members. A copy of the report is attached to the minutes. Gwynn thanked the board for the opportunity to have meaningful dialogue, discussion and reflection and to be of service to the board and the communities they

represented.

8.2 Northern Patient Transportation Program & Fixed Wing Air Ambulance – Brenda Gregory

Brenda Gregory provided a presentation on NPTP and Fixed Wing Air Ambulance program and discussion was held by all board members.

9. BOARD EDUCATION:

9.1 Human Resources Benchmarking – Gerry Gattinger

Gerry Gattinger, Chief Human Resources Officer, provided a presentation on the most current Human Resources Benchmarking information. Discussion was held by all board members.

10. ITEMS REQUIRING BOARD APPROVAL

10.1 CEO Job Description

The board reviewed the CEO Job Description as provided by the Human Resources.

MOTION 11-069 Grimaldi/Shewchuk

That the words “health” and “health care” remain in the job description.

CARRIED

MOTION 11-070 Showdra/Hanson

That the CEO job description as amended be accepted.

CARRIED

10.2 Paperless Meetings

The board referred this issue to the Finance committee to explore the feasibility of ordering laptops or tablets for board member use for board related items and report back to the board at the January meeting.

CARRIED

11. MONITORING

The board received and reviewed progress on the following as part of its annual monitoring:

		Rating
11.1	<u>E3-Healthy Lifestyle Choices</u> The Board reviewed the End. *Notes: * Are teen clinics needed on First Nations Communities? *Why is the Cancer Care Manitoba’s goal to have 70% of women over 15 screened for Cervical Cancer? * Screening clinics are being done on an outreach basis to try and increase	Reasonable Progress

	our rate of screening. * is there data available for 15, 16, 17, 18 year olds for teen pregnancy and also for cervical cancer screening? *are there statistics for the follow up education done by Diabetes Educators?	
11.2	<u>GP-16 In Camera Board Discussions</u> The board reviewed the GP.	Fully Achieved
11.3	<u>EL-19 Ethics & Research</u> The board reviewed the Executive Limitation.	Full Compliance
11.4	<u>GP 6/10 – Board Attendance Quarterly Report</u> The board reviewed the Quarterly Board attendance Report.	No Rating

12. INFORMATION REQUESTED BY THE BOARD

12.1 Finance Committee Report

The committee chair provided a financial report on the following:

- Financial Reporting for the Year Ending March 31, 2012
- Approved 2011/12 Specialized Equipment
- Capital Project Status Report
- RFP for Banking Services
- Board Stipends

The next Finance Committee meeting will take place on November 28, 2011 at 10:00 am in Dauphin, Manitoba.

12.2 Program and Planning Committee Report

The Committee Chair was not in attendance; however there has been no meeting; nothing to report.

12.3 Community Relations Committee Report

The Committee Chair provided a written report. A copy of the report is attached to the minutes.

MOTION 11-072 Basaraba/Showdra

That the Community Relations Committee report be accepted as presented.

CARRIED

12.4 Chair Report

The Vice- Chair provided a verbal report on the following:

- Council of Chairs Meeting

12.5 Patient Safety Report

The committee chair provided a written report. The report is attached to the minutes.

MOTION 11-073 Grimaldi/Overgaard

That the Terms of Reference for the Patient Safety Committee be accepted as presented.

CARRIED

MOTION 11-074 Grimaldi/Showdra

That the Patient Safety Committee report be accepted as presented.

CARRIED

12.6 Executive Committee Report

The Chair provided a written report. The report is attached to the minutes.

MOTION 11-075 Powell/Showdra

That the Executive Committee report be accepted as presented.

CARRIED

12.7 REGIONAL MEDICAL ADVISORY COMMITTEE

Verbal report from the board RMAC co-representative on the following topics:

- Policy Review
- Radiology
- Obstetrics/Gynecology
- New Surgeon coming in December
- Locum physician
- IMG Physicians
- Pathology Specimens
- Physician Recruitment
- TB Treatment

12.8 Executive Team Report

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

- Physician Resources

- Financial Position
- Dauphin Functional Study
- Surgical Program Review
- Winnipegosis Community Meetings
- Suspensions

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.

MOTION 11-076 Showdra/Hanson
That Gerald Shewchuk be excused from the November 28, 2011 board meeting.

CARRIED

14. UPCOMING MEETINGS

14.1 Regular Board Meeting – November 28, 2011 - Dauphin

15. STIPEND AMOUNT FOR MEETINGS

Full day today; Full Day for each Winnipeg conference; Community Relations Committee 1.5 hours; Execuctive Committee 2hrs; Patient Safety Committee 1.5 hours; Advisory Council 2.5 hours for joint meeting; 1 hour on October 13 for Advisory Council Planning meeting.

16. IN-CAMERA ITEMS

MOTION 11-077 Powell/Hanson
 That the meeting resolve into Committee of the Whole In-Camera with Board Members and CEO present.

CARRIED

16.1 In-Camera Minutes September 26, 2011

16.2 Organization Re-Design

16.3 Physician Recruitment

16.4 Education Day Debrief

16.5 McCreary Community Meeting Debrief

MOTION 11-078 Powell/Hanson
 That the meeting rise from Committee of the Whole In-Camera.

CARRIED

MOTION 11-079 Showdra/Maxwell

That the In-Camera minutes of the September 26, 2011 meeting be adopted as presented.

CARRIED

16. ADJOURNMENT

MOTION 11-080 Delaurier/Hanson

That the meeting be adjourned at 4:30pm.

CARRIED

Mary Hudyma, Chairperson

Kevin McKnight, Secretary