

MINUTES

Regular Meeting of the Board of Directors of the Parkland Regional Health Authority was held at the Crane River Hall, Crane River, Manitoba on Monday, September 26, 2011.

Present: Mary Hudyma, Chair Charles Morden Monica Black
John Tichon Pat Delaurier Harry Showdra
Gerald Shewchuk Anne Laquette Robert Hanson
Rowena Powell Alex Grimaldi Sharon Basaraba
Andrew Maxwell

Guests: Cheryl Osborne,
Liaison, MB Health

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

Regrets: Sharon Basaraba

Excused: Paul Overgaard Monica Black

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOTION 11-051 Black/Delaurier

That the Agenda be adopted as presented with the addition of:

10.4 EL-4 – Financial Conditions.

CARRIED

3. MINUTES

3.1 Adoption – Regular Meeting August 29, 2011

MOTION 11-052 Tichon/Delaurier

That the Minutes of the August 29, 2011 Regular Board meeting be adopted as presented.

CARRIED

3.2 Business Arising From Minutes

A letter of response was sent to the City of Dauphin but no response has been received to date.

4. FOR REVIEW

None.

5. ITEMS FOR DECISION

5.1 Board By-Law Review

MOTION 11-053 Grimaldi/Delaurier

That the board By-Laws be referred to the Executive Committee for review and a recommendation to be brought back to the next board meeting.

CARRIED

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 August 29, 2011 meeting.

6.2 GP-9 Board Committee Expenses

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

MOTION 11-054 Showdra/Tichon

That the Board approve the Director's and CEO expense claims for the months of September.

CARRIED

7. PRESENTATIONS

None

8. Board Education:

None

9. ITEMS REQUIRING BOARD APPROVAL

9.1 Patient Safety Committee Membership

The report was distributed to the members and reviewed.

MOTION 11-055: Showdra/Grimaldi

That the board form a Patient Safety Committee with the following membership: Mary Hudyma, Board Chair (ex-officio,) Alex Grimaldi, Rowena Powell, Pat Delaurier, Paul Overgaard, VP Medical, VP Facilities, VP Planning & Development and CEO as well as Quality Manager (Ad Hoc) and Patient Safety Manager (Ad Hoc)

CARRIED

10. MONITORING

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

	Ends	Rating
10.1	<p><u>E3-Healty Lifestyle Choices</u></p> <p>The Board reviewed the Executive Limitation.</p> <p>*Note: requires partnerships with many groups to make this better; access to fresh food in many communities is an issue.</p>	Reasonable Progress

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

	Executive Limitations	Rating
10.2	<p><u>EL18 – Client Centeredness</u></p> <p>*Note: client compliments/concerns process is a good step forward as is the EMR.</p> <p>*Note: Integrated Risk Management portion was reviewed and recorded in the minutes. The board noted that this EL currently poses “insignificant” risk.</p>	Reasonable Progress
10.3	<p><u>EL-6 Patient Safety – Medication Variance</u></p> <p>The board reviewed the patient safety report. Board comments were recorded as follows:</p> <p><u>What caught your attention?</u></p> <p>Low numbers reported throughout Low number of incidents in outpatients Increase in LTC in 10/11 – will be investigated; response to board would be in the next cycle. Difference between in-house pharmacy vs retail pharmacy?</p> <p><u>What comments do you have regarding the report?</u></p> <p>Board appreciated the information</p> <p><u>Did the report contain enough information? If not, what information needed to be included?</u></p> <p>Further breakdown may be required; What are we comparing to?</p>	No Rating

10.4	<u>EL-4 – Financial Conditions</u> The board reviewed the Executive Limitation.	Full Compliance
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11. INFORMATION REQUESTED BY THE BOARD

11.1 Finance Committee Report

The Committee Chair provided a verbal report on the following:

- Financial Projection for the year ending March 31, 2012
- Approved Safety and Security Projects
- Capital Project Status Report

The next Finance Committee meeting will take place on October 31, 2011 at 10:00 am in Ethelbert.

11.2 Program and Planning Committee Report

The Committee Chair provided a verbal report on the following:

There has been no meeting; nothing to report.

11.3 Community Relations Committee Report

The Committee Chair provided a verbal report on advisory council workshops and council membership. The annual advisory council reports to the board will occur in October and November.

11.4 Chair Report

The Chair provided a verbal report on the following:

- Grandview Community Meeting
- Staff Banquet
- Spiritual Advisory Council Meeting.

11.5 Executive Committee Report

There has been no meeting; nothing to report.

11.6 REGIONAL MEDICAL ADVISORY COMMITTEE

There has been no meeting; nothing to report.

11.7 Executive Management Committee 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
- Flood Recovery Response Teams
- Violence Prevention for Healthcare Workers Advisory Group
- VP Medical Recruitment

- Document Management
- McCreary/Winnipegosis Community Meetings
- DSM Funding Group
- Suspensions

12. SELF EVALUATION

12.1 Monthly Evaluation Form

Board members were reminded to fill out and submit the monthly evaluation form.

12.2 Round Table

MOTION 11-056 Showra/Delaurier

That John Tichon be excused from the October 31, 2011 board meeting.

CARRIED

Board members provided comments on board related items.

13. UPCOMING MEETINGS

13.1 Board Education Day – Governance – September 27th, 2011 - Dauphin

13.2 Rural & Northern Healthcare Day – October 25th, 2011 - Winnipeg

13.3 Provincial Health Leadership Conference – October 26th, 2011 - Winnipeg

13.4 Regular Board Meeting – October 31, 2011 - Ethelbert

14. STIPEND AMOUNT FOR MEETINGS

Full day today and 1/2 day tomorrow

15. IN-CAMERA ITEMS

MOTION 11-057 Grimaldi/Tichon

That the meeting resolve into Committee of the Whole In-Camera with Board Members and CEO present.

CARRIED

15.1 In-Camera Minutes August 29, 2011

15.2 Organization Re-Design

MOTION 11-058 Hanson/Grimaldi

That the meeting rise from Committee of the Whole In-Camera.

CARRIED

MOTION 11-059 Laquette/Grimaldi

That the In-Camera minutes of the August 29, 2011 meeting be adopted as amended.

CARRIED

16. ADJOURNMENT

MOTION 11-060

Maxwell/Showdra

That the meeting be adjourned at 4:30pm

CARRIED

Mary Hudyma, Chairperson

Kevin McKnight, Secretary