



**REGIONAL HEALTH AUTHORITY  
CHURCHILL, MANITOBA R0B 0E0 CANADA**

**MINUTES OF THE SEVENTH ANNUAL  
REPORT TO THE COMMUNITY  
HELD AT THE CRHA CAFETERIA  
25 SEPTEMBER 2003 - 1600 HOURS**

- PRESENT:** Robert Penwarden, Chair  
Verna Flett, Secretary –Treasurer  
Doreen Macri, Board Member  
Jennifer Massan, Board Member  
Cecily Phelan, Board Member, via Telehealth Baker Lake
- REGRETS:** Jean Simailak, Baker Lake - Board Member  
Ruth Ogden, MB Health Liaison  
Dr. M. Patterson, Chief of Staff
- ALSO PRESENT:** Ron Ermann, Director of Primary Health Programs  
Margaret Fern, Director of Planning & Privacy Officer  
Don Forsythe, Human Resources Coordinator  
Brenda Langevin, Chief Executive Officer
- SPECIAL GUESTS:** Dr. Albert deVilliers, Medical Officer of Health  
Mark Verwey, Auditor  
Ian Kenney, Consultant  
Members of the Community
- RECORDING:** Valerie Brew, Executive Assistant
- 

### **1.0 CALL TO ORDER**

Mr. Penwarden, Chairman called the Seventh Annual General Meeting to order at 1600 hours and asked Pastor David Caskey to open the meeting with a prayer.

### **2.0 OPENING PRAYER**

Pastor, David Caskey offered the opening prayer.

### **3.0 COMMUNITY HEALTH NEEDS ASSESSMENT**

Due to time constraints for our guests because of travel, Mr. Penwarden, Chairman proceeded to introduce Dr. Albert deVilliers, Medical Officer of Health from the Burntwood and Churchill Regions. Dr. deVilliers thanked the Board for the invitation to the Annual General Meeting and introduce Ian Kenney, Consultant who is conducting the Needs Assessment for the Churchill and Burntwood Regions.

Mr. Kenney presentation covered the following areas:

- Asticou – the firm Mr. Kenney presently working for.
- What is expected to complete a Community Health Assessment by collecting and gathering data
- To collect numbers by conducting surveys, plan community meetings, interviews, focus groups and review secondary data
- To find out what the community thinks about their health and illness by collecting the soft data, by consulting but also to educate and encourage more community ownership and methods to do so.
- To validate their findings and further the role of the Health Advisory Council will take.
- Report for the CRHA consisting of a profile of the Region population, socioeconomic, cultural, geographical and environmental feedback.
- A schedule of the proceedings from September 2003 to June 15, 2004

Mr. Kenney concluded his presentation by inviting any questions, there were no questions raised.

#### **4.0 WELCOME & INTRODUCTIONS**

Mr Penwarden, Chairman thanked Mr. Kenney for his presentation and at this time introduced the Board members, management team and other guests.

#### **5.0 GREETINGS - TOWN OF CHURCHILL**

On behalf of Mayor Spence, Verna Flett, Board Member and Town Councillor presented greetings from the Town of Churchill.

#### **6.0 READING OF NOTICE OF MEETING**

Mr. Penwarden announced that in compliance with the Regional Health Authorities Act, the Churchill Regional Health Authority posted notice of its Annual Report to the Community for today, three weeks ago. Therefore he declared the meeting to be duly constituted.

#### **7.0 CHAIRMAN'S MESSAGE**

Mr. Penwarden reported that this past year our fiscal year 2002/2003 has been another year of changes, developments and challenges. He acknowledged the support by the government and our Minister of Health, the Honourable David Chomiak and continued support from our long-standing member of Legislative Assembly and the Minister of Culture, Heritage and Tourism, the Honourable Eric Robinson.

He also acknowledged and thanked the current Board Members:

- Mrs. Verna Flett, Secretary – Treasurer;
- Mrs. Jean Simailak, Member;
- Mrs. Cecily Phelan, Member;
- Mrs. Doreen Macri, Member; and
- Ms. Jennifer Massan, Member

And enjoyed working with these committed Board member over the past year. There are still three vacant positions on the Board.

Mr. Penwarden announced that the RHA had major shortfalls in funding in the recent years, while struggling to maintain a high level of services to communities. He announced the operating loss for the end of this fiscal year 2002/2003 has been reduced by \$900,000 from the end of the previous fiscal year. That is down to \$394,000 from \$1.3 million, with no reduction in services and our goal for the present fiscal year is to have a balanced budget. Mr. Verwey, Auditor will review the audited statements and respond to any questions, your copy of the financial report is attached to the annual report.

The CRHA Board has operated through a governance model this past year, and continues to strengthen the relationship with Kivalliq Region of Nunavut and enhanced the services to the residents of Dancing Sky Personal Care Home, and other senior/elders in the community. He also spoke on the ongoing challenges of the recruitment, retention of professional's staff, and of the accomplishments and progress on goals that are reflected in the annual report.

In conclusion, Mr. Penwarden acknowledged the working relationship with the Mayor and Council, the members of the Chamber of Commerce and the positive working relationship with the local chapters of the MGEU and MNU Unions. He welcomed Dr. Andre Vos, Dentist and his wife Leona Vos, Dental Assistant to the Dental Clinic and the support from Dr. Brothwell of the University of Manitoba Dentistry. He also recognized the special component of the CRHA, Northern Medical Unit, University of Manitoba and our physicians Dr. Bruce Martin, Dr. Wendy Smith, Dr. Cobus Grobbelaar, Dr Mike Patterson, Chief of Staff and Dr. Werner Gertholtz. He welcomed the two new physicians, Doctor's Chirto and Alma le Roux to the community and farewell to Dr. Gertholtz who left in August.

A special recognition went out the Northern Medical Unit and the 26 years of support of the provision of physician services and thanked Dr. Hildes and Dr. Martin for the continued service.

Mr. Penwarden introduced Mark Verwey to review the audited financial statements.

## **8.0 AUDITOR'S REPORT**

Mr. Mark Verwey, Auditor of BDO Dunwoody LLP reported on the audited statement of the financial position of the Churchill RHA as at March 31, 2003 and the statements of revenue and expenditures, changes in net assets and cash flows for the year then ended.

Mr. Verwey concluded this report and invited any questions, there were no questions raised.

## **9.0 ANNUAL REPORT/HEALTH PLAN SUMMARY**

Mr. Penwarden, Chairman thanked Mr. Verwey for his report and introduced Mrs. Brenda Langevin, Chief Executive Officer to present the Annual Report and give a summary of the Operational Plan.

Mrs. Langevin, Chief Executive Officer, welcomed everyone to the seventh annual report to the community. She reported that the annual report is an outcome and accountability phase of a cyclical process that starts with the community needs assessment, and, includes 5 years strategic plan which is divided into smaller segments of action items in an annual operational plan.

Mrs. Langevin thanked the board for the opportunity to work at this organization and for the ongoing support. She gave special thanks to the management team, staff and everyone in Churchill for their encouragement, co-operation and support. Mayor Spence, Mr. Darren Ottaway, Dr. Bruce Martin, Mr. Joe Brown as well as many other have been helpful and assisted in making her second year in Manitoba another enjoyable one.

Mrs. Langevin pointed out areas of interest, such as the ongoing relationship with Nunavut, especially the Kivalliq Region with success of services in Dental Surgery and the Oxygen provision. As well as the Memorandum of Understanding for co-operating and development, and was signed between the Governments of Manitoba and Nunavut in February 2000. Arlene Wilgosh, Assistant Deputy Minister was requested by the Minister of Health to co-ordinate Manitoba Health's participation in related matters to the Memorandum of Understanding.

Other areas of interest were the achieved in reduction of our operating loss in the past fiscal year. This was by the agencies for registered nurses to staff acute care and the huge cost involved and the high cost in recruitment of nurses, which we have succeeded in now by being fully staffed.

She thanked our previous Director of Acute Care, Nancy Lee Deslauriers and our current Director, Ron Ermann are to be congratulated for all their hard work in this success. Other areas that have caused major and costly recruitment challenges have been diagnostics and pharmacy. In this past year has been able to successfully recruit in both thus saving large costs associated with locums in these fields.

The Northern Patient Transportation Program (NPTP) provides a very valuable service in an isolated community but by prudent monitoring and the establishment of appropriate policies and procedures there are effective rationalized this service to achieve cost containment.

Mrs. Langevin, Chief Executive Officer reported the following highlights of the Annual Report:

Accreditation – a follow-up site visit resulted in an outstanding report, which reflected the many quality improvements now in place.

Management and Board – Board quality improvement, self-evaluation and ongoing utilization of the Carver Policy Governance model have been very effective. In 2002-2003 a stabilized senior management team and rationalization of portfolios ensured continuity and excellent teamwork.

Acute Care – Numerous enhancements in policy development, training and implementation of good procedures have been effected.

Dancing Sky Personal Care Home – A comprehensive monthly program of events has been established for the residents and seniors/elders from the community are encouraged to participate.

Human Resources – A detailed Human Resources plan has been developed and Human Resources systems revised and upgraded.

Recruitment and Retention – A recruitment and retention committee has been established which has shown great initiatives in making positive recommendations, and is in concert with the employees entertainment committee.

Health Status – The Community Health Needs Assessment will be taking place in Churchill over the next few months, with results in the strategic planning and health goals for our Region will be based and encouraged all to participate in the process.

There are major section on health status which is based on available data are as follows:

- Cancer rates in Churchill are lower than in Manitoba average.
- Immunization rates for small children are for the elderly are higher for Churchill than for the Manitoba average.
- Overall access to physicians and medical specialists in Churchill is among the highest in Manitoba
- Availability of Homecare services has increased dramatically in Churchill in recent year.

Mrs. Langevin recognized the valued contributions made by the community volunteers to the Churchill RHA. Members of the Advisory Council who volunteered their time to and make recommendations to the Board of Directors. Also, to the individual community members of the clergy, and students from the school all provide time and commitment to the residents of the Dancing Sky and other seniors/elders from the community.

In conclusion, Mrs. Langevin added that the on-going capital projects of the upgrading to A and B Blocks is continuing. As well, we can look forward to the development of an expanded facility for our important telehealth facility, and thanked the recent announcement of federal funding of \$650,000 for that purpose.

Mrs. Langevin thanked everyone for all their hard work on the preparation of the Annual General Meeting and Annual Report.

## **10.0 GENERAL DISCUSSION PERIOD**

Mr. Penwarden, Chairman, thank Mrs. Langevin for her report and opened the floor for discussion/questions. There were no questioned raised.

### **11.0 CLOSING REMARKS**

In closing, Mr. Penwarden delivered the closing remarks and thanked everyone for attending the Seventh Annual Report to the Community and adjourned the meeting at 1650 hours.

### **12.0 CLOSING PRAYER**

Pastor David Caskey offered the closing prayer.

---

Robert Penwarden,  
Chair Churchill RHA Board of Directors