



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

**BOARD OF DIRECTORS  
MINUTES  
THURSDAY, 25 September 2003  
CRHA BOARDROOM**

**PRESENT:** Robert Penwarden, Chair  
Verna Flett, Secretary –Treasurer  
Doreen Macri, Board Member  
Jennifer Massan, Board Member  
Cecily Phelan, Board Member, via Teleconference, 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

**RECORDER:** V. Brew, Executive Assistant

**1.0 CALL TO ORDER AND OPENING PRAYER**

R. Penwarden called the meeting to order at 1710 hours.

**2.0 ADDITIONS TO AGENDA**

B. Langevin added a letter to the agenda from a staff member, which would be discussed in - camera following the board meeting.

Under 8.0 Policy Violations Treatment of Public – BP – B - 90

R. Penwarden requested that the opening prayer be deleted from the agenda.

**3.0 ACCEPTANCE OF AGENDA**

***Resolution 45/03: Moved by C. Phelan, seconded by J. Massan to approve the agenda as amended.***

**CARRIED**

#### 4.0 MINUTES OF THE PREVIOUS MEETING

##### 4.1 Board of Director's Meeting – 26 June 2003

Correction to 4.1 – the word in the second paragraph should read contribute.

D. Macri asked if the Board would be giving the Churchill Economic Development the remaining money of \$8,000. B. Langevin replied that at the end of the fiscal year there may be enough dollars available, but at this time they could not commit.

J. Massan asked for an update on how the privileges will be done if the College of Physicians and Surgeons of Manitoba decide not to do them.

B. Langevin replied that this is still in discussion and no decisions have been made.

***Resolution 46/03: Moved by J. Massan, seconded by D. Macri to approve the CRHA Board of Director's minutes from 28 August 2003 as amended.***

**CARRIED**

#### 5.0 BUSINESS ARISING FROM PREVIOUS MEETING

##### 5.1 CRHA Annual Board Self-Assessment Framework

B. Langevin advised the Board members that a report should to be completed by February and asked when would they like to start working on the self-assessment.

The board agreed to meet on Wednesday, October 1, 2003 at 1700 hours.

#### 6.0 COMMITTEE SUBMISSIONS

##### 6.1 Medical Advisory Meeting – 30 May 2003

The Board reviewed the minutes from the Medical Advisory Council and R. Penwarden asked about the lack of deliveries in Churchill.

B. Langevin reported that Dr. Patterson, Nancy Merry and Dr. Bruce Martin were asked to attend a meeting in Iqaluit regarding the cost of medical travel. They are hoping to discuss the number of deliveries at this meeting. At this time, Rankin is down to one midwife and we may get some deliveries in Churchill to bring up our numbers, however, there is a chance we will lose this service if we cannot do 25 deliveries this year.

#### 7.0 CEO MONITORING REPORTS

##### 7.1 Audit Reports and Financial Statements – BP – B - 60

The monitoring report for audit reports and financial statements were reviewed.

***Resolution 47/03: Moved by J. Massan, seconded by V. Flett to approve the monitoring report on Audit Reports and Financial Statements policy – BP – B – 60 as presented.***

**CARRIED**

**8.0 POLICY VIOLATIONS**

**8.1 Budgeting Policy BP – B – 40**

B. Langevin reported that the Churchill RHA is non-compliant with the budgeting policy BP – B – 40. The CRHA is spending more money than allotted.

**8.2 Treatment of Public – BP – B - 90**

A complaint was received from a member of the community regarding a physician. The community member overheard the physicians discussing her case on the phone at the nursing station.

This violation was corrected by moving the phone and patient charts to the old nursery, which is located behind the nursing desk in a closed room. The Privacy Officer responded to complaint with a letter to the community member.

**9.0 BOARD SELF EVALUATION**

The board will meet on Wednesday, October 01, 2003 at 1700 hours to begin work on the board self-assessment framework.

**10.0 POLICY CHANGES**

There were no policy changes.

**11.0 EDUCATION**

No discussion.

**12.0 COMMUNICATION**

**12.1 Chairman's Report**

R. Penwarden reported that A and B blocks would be finished soon. A core sample from the front step was sent to Winnipeg for review on stability, and he expects the front steps would be replaced now until next year.

He voiced his concerns with the damage done to the willows and trees around A & B block by contractors. B. Langevin reported that the contractors have accepted the responsibility for this and will be replacing them.

We will be hearing a lot about the Health Needs Assessment around town and will be here periodically. M. Fern added that Mr. Kenney, Consultant will be doing the Needs Assessment for both the Burntwood and Churchill regions.

**12.2 Nunavut Members' Update**

C. Phelan reported that she appreciated being on the telehealth for the Annual General Meeting. J. Simailak has been busy with her work with the diocese. She expressed that is good that Dr. Patterson is talking to the communities in Nunavut about obstetrics in Churchill and is looking forward to hearing the results from the meeting in Iqaluit.

### **12.3 Chief Executive Officer's Report**

B. Langevin's report was circulated and she added that Joe Brown has been replaced and Ruth Ogden is taking his place as our Manitoba Health Liaison. R. Ogden was unable to attend the meeting today and sent her regrets. B. Langevin emailed J. Brown and thanked him for all his support. At this time she welcomed R. Ermann to the meeting who replaced N. L. Deslauriers.

Staff is working hard preparing for the College of Physicians and Surgeon of Manitoba accreditation visit scheduled for the end of October.

She also reported that the Day Care concerns have subsided and thanked J. Massan for all her hard work. J. Massan reported that an Early Childhood Educator (ECE) will be arriving and a second application was submitted. If all goes well, the Day Care will be fully licensed.

B. Langevin commented on the report that was circulated to Board from the Dietitian. The report on Community Nutrition Workplan for the Fall of 2003 to the Summer of 2004 included a number of activities for community members on nutrition and education and has some good ideas that will be helpful.

C. Phelan added that the Northern Stores are involved in bring in healthy food choices and have signs by the foods that a nutritious.

### **12.4 Chief Financial Officer's Report**

No report submitted.

### **12.5 Director of Planning**

M. Fern reported that her report is attached and asked if there were any questions, there were no questions raised.

### **12.6 Chief of Staff's Report**

No report was submitted for the month of September.

### **12.7 Director of Primary Health Programs**

R. Penwarden welcomed R. Ermann.

### **12.8 Human Resources Report (see item 14.4)**

## **13.0 NEW BUSINESS**

### **13.1 Performance Deliverable #9 (Disaster Management Program)**

The Board reviewed the Performance Deliverable on the Disaster Management Program submitted by M. Gingrich, EMS. B. Langevin explained how this disaster plan would network with others disaster plans in the community.

**Resolution 48/03: Moved by J. Massan, seconded by D. Macri to approve the performance deliverable on Disaster Management Program that will be sent to Manitoba Health for review and feedback.**

**CARRIED**

### **13.2 Performance Deliverable STD (Draft)**

M. Fern summarized the performance deliverable on Regional Sexually Transmitted Diseases (STD) Reduction Strategy, which is a three-year project. She suggested hiring a .5 E.F.T. nursing position to work on the strategy in the second and third years, and a .25 E.F.T. Aide to support the R.N. to plan presentations/education. J. Massan asked why the two public health nurses are not doing this. M. Fern replied that there will funding available for these positions.

M. Fern also added that STD numbers are low, but feel the numbers should be higher than reported in the data as clients may be going else where for treatment.

D. Macri added that it would it be better to have a female to do the examinations.

R. Ermann replied that we have a nurse that could do paps and cervical checks and are training other nurses.

**Resolution 49/03: Moved by J. Massan, seconded by D. Marci to approve the STD performance deliverable that will be sent to Manitoba Health for review and feedback.**

**CARRIED**

### **13.3 Performance Deliverable Diabetes (Draft)**

M. Fern summarized the performance deliverable on Regional Diabetes Program for Churchill RHA.

**Resolution 50/03: Moved by D. Macri, seconded by V. Flett to approve the Performance Deliverable for Regional Diabetes that will be sent to Manitoba Health for review and feedback.**

**CARRIED**

## **14.0 CORRESPONDENCE/INFORMATION**

### **14.1 Health Insurance Reciprocal of Canada (HIROC) – 20 August 2003**

The information was circulated to Bard members and there were no questions.

### **14.2 Letter – Northern Medical Unit (NMU) – 9 September 2003**

R. Penwarden asked if there were any questions, there were no questions.

**14.3 John Carver Newsletter – July/August Editions**

R. Penwarden reported the newsletter was circulated for information.

**14.4 HEPP/HEBP – 9 September 2003**

D. Forsythe reported that he attended a meeting with Health Employees Pension Plan (HEPP) and reported on the following:

A study revealed that the current levels of contributions were not adequate to fund the basic plan benefits and there were three possible solutions:

1. Increase contributions
2. Decrease the benefit plan
3. Combination of increased contribution and decreases benefit of plan

The Benefits Board of Trustees felt that an increase in contributions would be the best scenario at this time. Decrease benefit is not being considered currently because of the possible implication to recruiting professionals to Manitoba Health.

The proposed increased target date is July 1, 2004

From 5% to 6.85% increase before Yearly Maximum Personable Earnings (YMPE)

From 6.6% to 8.6% increase after YMPE

Increase is estimated to be sufficient to cover pension plans over the next 10 years.

Proposed increase has a 55% probability that new rates would be adequate.

Payroll costs will increase approximately \$55,000 with proposed increase and RHA would recover increased cost through their budget process.

D. Forsythe explained that each RHA Board is required to vote on the proposed increase and will have six months to respond with their answer however, the benefits board trustees are requesting that responses be sent within two months. In order for the increase to take place, the vote must be unanimous.

B. Langevin reported that a conference call has been scheduled with R. Lock to discuss the process and financial support.

**ACTION: D. Forsythe will circulate the information to staff along with their paystubs.**

**ACTION: To be discussed further at the October Board Meeting.**

**14.5 Faculty of Dentistry, Oral Health – Quarterly & Year End Reports**

The reports were circulated to Board members for information.

**15.0 CONSENT AGENDA**

There were no agenda item submitted for September.

**16.0 PUBLIC PARTICIPATION**

There was no public participation at the meeting.

**17.0 DATE OF NEXT MEETING**

The next Board meeting has been scheduled for Thursday, 30 October 2003 at 1600 hours.

**18.0 ADJOURNMENT**

R. Penwarden adjourned the meeting board meeting at 1845 hours to go in-camera.

Out of camera at 1900 hours - no report.