



REGIONAL HEALTH AUTHORITY
CHURCHILL, MANITOBA R0B 0E0 CANADA

**BOARD OF DIRECTORS
MINUTES**

THURSDAY, 24 FEBRUARY 2005
BOARDROOM - 1600 Hours

PRESENT:	R. Penwarden, Board Chair V. Flett, Secretary-Treasurer C. Phelan, Board Member D. Macri, Vice Chair J. Massan, Board Member S. Kernaghan, Board Member
ALSO PRESENT:	B. Langevin, Chief Executive Officer S. Todd, Director of Community Programs and Planning V. Brew, Human Resources Co-ordinator / Privacy Officer D. Martens, Director of Clinical Services L. Lawrie, Community Member
REGRETS:	D. Pomietlarz, Chief Financial Officer
TELECONFERENCE:	J. Brown, Manitoba Health Liaison C. Phelan, Board Member B. Tattuinee, Board Member
RECORDER:	C. Basler, Executive Secretary

1.0 CALL TO ORDER

R. Penwarden called the meeting to order at 4:02 p.m.

2.0 ADDITIONS TO AGENDA

There were no additions to the agenda.

3.0 ACCEPTANCE OF AGENDA

Resolution 09/05: Moved by C. Phelan, seconded by S. Kernaghan to accept agenda of February 24, 2005 as presented.

CARRIED

4.0 MINUTES OF THE PREVIOUS MEETING

Resolution 10/05: Moved by V. Flett, seconded by S. Kernaghan to accept the minutes of January 27, 2005 as presented.

CARRIED

5.0 BUSINESS ARISING FROM PREVIOUS MEETING

5.1 Injury Prevention Framework*

D. Macri pointed out a statement that she thought should be removed from Draft #3 of the Injury Prevention Deliverable. B. Langevin suggested that the statement that includes the words "sharp contrast" be removed. C. Basler will see that this change is made when M. Neumann returns.

6.0 COMMITTEE SUBMISSIONS**6.1 NPTP minutes of January 5, 2005**

V. Flett read from 11.1 in the minutes and asked for clarification. B. Langevin stated that this item from the NPTP agenda was concerning Medi-vac patients only and that the CRHA now ensures that if a patient is flown out, they will have a place to stay, some pocket cash and a return flight home. This will ensure that patients are not sent out unprepared.

7.0 CEO MONITORING REPORTS**7.1 Emergency Executive Succession Policy BP-B-50***

Resolution 11/05: Moved by D. Macri, seconded by V. Flett to accept CEO Monitoring Report Emergency Executive Succession, policy BP-B-50.
CARRIED

7.2 ENDS Policy Report

Resolution 12/05: Moved by J. Massan, seconded by S. Kernaghan to accept the ENDS Policy Report.
CARRIED

8.0 POLICY VIOLATIONS

No policy violations to report.

9.0 BOARD SELF EVALUATION

9.1 MB Health Policy, Accountability, Monitoring & Evaluation
Health Accountability & Planning, Policy BP-C-100*

Board is in compliance.

9.2 Succession Planning for CEO Policy BP-C-110*

B. Langevin stated that this policy has been put into effect at this time. Board is in compliance.

9.3 Signing Authority Policy BP-C-30*

B. Langevin read from the policy for clarification. Board is in compliance.

10.0 POLICY CHANGES

There were no policy changes to review at this time.

11.0 EDUCATION

There was no education to review at this time.

12.0 COMMUNICATION**12.1 Chairman's Report (verbal)**

R. Penwarden

Nothing new to report.

12.2 Nunavut Members' Update

C. Phelan / B. Tattuinee

C. Phelan will not be at the next meeting, so this will be her last meeting. She thanks the Board for the opportunity to serve for the last 6 years. R. Penwarden expressed his thanks on behalf of the Board.

12.3 Chief Executive Officer's Report*

B. Langevin

B. Langevin stated that Dr. Patterson will be doing locums. Dr. Patterson also stated that he would like to be here for the CCHSA Accreditation process. B. Langevin will send a request to Dr. Martin.

The Provincial Health Conference will be held October 19, 2005 beginning at 12:00pm and will continue all day on October 20 at Winnipeg Convention Centre.

B. Langevin stated that she received a call from a member of the community asking why we wouldn't sell bread to a community member. A discussion followed concerning this issue. The Board decided to bring up this issue again at the next meeting.

B. Langevin informed the Board that S.Todd has resigned.His Farewell Tea will be held on March 9th.

12.4 Chief Financial Officer's Report

D. Pomietlarz

An Audit Committee meeting is scheduled for March.

12.5 Chief of Staff's Report

No Report

12.6 Director of Clinical Services

D. Martens

Admissions in Acute care remain low.

D. Martens and N. Kirby have begun a review and revision of Long Term Care policies.

N. Kirby, R. Dennie and D. Martens have also begun review and revision of Medical Clinic policies and procedures.

D. Martens also reported that the nurse managed care protocols are completed and have been submitted to NMU before implementation.

A quality control program for diagnostic imaging has been created. Implementation will happen immediately.

New CSR policies have been approved by Senior Management and presented to Middle Management.

D. Martens, V. McEwan and nursing student have developed the Health Prevention and Promotion program for diabetes education. The Diabetic Program itself is under way.

Three new electric long term care beds have been purchased. J. Massan asked what is going to be done with the old beds. L. Lawrie (community member) added that another home care client has a bed that is more modern than these old beds.

New anaesthetic machine has not yet arrived, but is on its way.

Funding is in place to order the new fetal monitor. It has been ordered.

12.7 Director of Community Programs and Planning*

S. Todd

S. Todd reports that L. Krawczuk has resigned as registered psychiatric nurse. Her position will be posted next week.

G. Bedard, Family Counsellor has not officially resigned, but is openly seeking other employment. When that occurs, M. Juarez will be the only counsellor. They are going to try to reduce the caseload at this time, but it is important to fill these open positions.

Two appeals were heard this week by the Home Care Appeal panel. Process to follow is that the panel receives info from complainants and from staff. They will deliberate and have a written response to each in five working days. This will be completed by next week.

The first document from the Strategic Long Range Planning session has been submitted to MB Health. The second document that C. Burchill will be completing will be the CRHA strategy for the next five years. This second document should be completed in the next couple of weeks.

S. Todd also reported that he is working hard to get the rest of his deadlines and deliverables completed to be approved in the next month.

12.8 Human Resources/Privacy Officer

V. Brew

Interviews are scheduled for March 16, 2005 for S. Todd's position.

L. Krawczuk's position will be posted next week. Once confirmation of G. Bedard's resignation is received, the recruiting process will begin for his position.

Harassment workshop sponsored by ARAMARK is scheduled for April 5, 2005 and is open to all staff.

HEPP benefits seminar is scheduled for June 6, 2005 and is open to all members. Advertising will occur once more details are received.

The Respectful Workplace in-service has been postponed. Manitoba Nurses Union representative will reschedule.

B. Langevin stated that two student nurses seem pretty happy here and are interested in returning when they are finished their training. V. Brew added that the nursing staff is very stable at this time.

There was a brief discussion about recruitment and retention for Community Services. V. Brew clarified that these issues are being looked at currently with the Recruitment and Retention Working Group meetings.

12.9 Audit Committee Report

V. Flett

V. Flett reported that a meeting of the audit committee will be held in March.

13.0 NEW BUSINESS**13.1 Administrative Cost Deliverable**

For Approval

***Resolution 13/05: Moved by V. Flett seconded by J. Massan to accept this deliverable.
CARRIED***

13.2 Authorization of HEPP Contribution Rate Increase Proposal

R. Penwarden asks for Boards permission to vote on their behalf at the council of the Chairs on this issue. He puts forward that they as a board vote to agree with the Rate Contribution Increase.

Resolution 14/05: Moved by S. Kernaghan, seconded by C. Phelan, that R. Penwarden vote at the Council of Chairs on their behalf.

13.3 ENDS Policy 2005-2006 For Approval

Given to Board in policy format for approval at next meeting.

14.0 CORRESPONDENCE/INFORMATION

14.1 Board Leadership - John & Miriam Carver* For Information
14.2 CCHSA – Surveyor Profiles* For Information
14.3 Kivalliq Air – Letter of Appreciation* For Information

There was a discussion regarding the history of the memorial fund.

14.4 MB Health Letter – Notification re: Skyward Aviation Ltd. For Information
14.5 MB Health – Cash Advance-Operating Line of Credit Recovery For Information

15.0 CONSENT AGENDA

No items for consent at this time.

16.0 ADVISORY COUNCIL INFORMATION

No Advisory Council information at this time.

17.0 PUBLIC PARTICIPATION

L. Lawrie stated that she was pleased with her NPTP service, but stated that doctors in Churchill need to be encouraged to use Telehealth. She thinks her injury could have been diagnosed using that service.

L. Lawrie asked why snacks at the Wednesday bingo's in Long Term Care have been discontinued. L. Lawrie also asked where the profits from the Grocery Program go, if they do not go to snacks. B. Langevin stated that the small profits go to Craft supplies, LTC pet care and the daily upkeep of activity program. L. Lawrie suggested that the local organizations have a responsibility to the seniors and that this resource that should be tapped.

L. Lawrie informed the Board that there are discussions happening between the Mayor and Town Council regarding the use of the upper games area for a commercial lease. Her concern is that the upper games area is an important space for the Daycare. J. Massan stated that losing the uppergames area of the complex may affect their operating license.

18.0 DATE OF NEXT MEETING

The next meeting is scheduled for Wednesday, March 23, 2005

19.0 ADJOURNMENT

R. Penwarden adjourned the meeting at 4:56pm.

*Note: *Asterisk * - indicates an attachment*