



REGIONAL HEALTH AUTHORITY  
CHURCHILL, MANITOBA R0B 0E0 CANADA

**BOARD OF DIRECTORS**

THURSDAY, 15 DECEMBER 2005  
BOARDROOM @ 1600 HOURS

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<b>PRESENT:</b>	R. Penwarden, Board Chair D. Macri, Vice Chair J. Massan, Board Member V. Flett, Secretary-Treasurer (departed at 5:30 p.m.) S. Kernaghan, Board Member (arrived at 4:35 p.m.)
<b>ALSO PRESENT:</b>	M. Lessing Turner, Chief Executive Officer K. Grant, Chief Operating Officer Social Services and Planning V. Brew, Director Human Resources M. Petit, Manager Community Wellness (for D. Martens)
<b>TELECONFERENCE:</b>	J. Brown, Manitoba Health Liaison P. Kabloona, Board Member
<b>REGRETS:</b>	B. Sigurdson, A/Chief Operating Officer Finance D. Martens, Chief Operating Officer Clinical Services B. Tattuinee, Board Member
<b>RECORDER:</b>	K. McGregor, Executive Assistant

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**1.0 CALL TO ORDER**

The meeting was called to order at 4:11 p.m.

**2.0 ADDITIONS TO AGENDA**

There were no additions to the agenda.

**3.0 ACCEPTANCE OF AGENDA**

*Resolution 69/05: Moved by P. Kabloona, seconded by J. Massan that the agenda of December 15, 2005 be accepted as presented.*  
**CARRIED**

**4.0 MINUTES OF THE PREVIOUS MEETING**

*Resolution 70/05: Moved by J. Massan, seconded by D. Macri that the Board of Directors minutes of November 24, 2005 be accepted as presented.*  
**CARRIED**

**5.0 BUSINESS ARISING FROM PREVIOUS MEETING**

**5.1 Bylaw No.3 – Conduct of the Affairs of the Medical Staff\***

The proposed changes to Bylaw No. 3 were presented at the last board meeting, but were not approved due to questions that arose. M. Lessing-Turner spoke to Dr. Nicole Riese of the Northern Medical Unit in detail about the questions surrounding the process of obtaining clinical privileges. She proposed the changes remain as they are presented. The CRHA and the Northern Medical Unit follow the process as outlined in the bylaw. The Medical

Advisory Committee has approved the changes and they are now before the Board of Directors for approval. Once passed by the Board, they will be submitted to MB Health for approval.

**Resolution 71/05: Moved by J. Massan, seconded by D. Macri to approve Bylaw No.3 – Conduct of the Affairs of the Medical Staff as presented.  
CARRIED**

## **5.2 Accommodation / Transportation for stranded Kivalliq people**

P. Kabloona reported that he spoke to Norm Hatlevik regarding this issue. The Transient Centre will pick up Nunavut patients who are travelling to Winnipeg if they are stranded in Churchill overnight or longer. They will post an emergency number at the Churchill Airport and Winnipeg Airport and will announce the information on CBC radio. Patients who are delayed for a couple of hours are asked to wait until the next flight.

## **5.3 Children's Therapy Initiative survey results\***

K. Grant reviewed the results of the Children's Therapy Initiative survey as requested at the last Board meeting.

M. Lessing-Turner clarified that the survey represents the different needs collectively not each separate child's need. For example, one child could need Physiotherapy and Occupational Therapy and Speech.

## **5.4 Support for Seniors survey results\***

K. Grant reported that the Support for Seniors survey was conducted by Lenore Johnson and Gloria McDonald. He reviewed the results of the survey with the Board and stated that the money from the Support for Seniors grant is going to the top 10 activities identified in the survey results.

**ACTION: K. Grant will provide quarterly updates regarding the progress of the Support for Seniors program.**

## **5.5 CRHA Mission, Vision & Values Statement\***

M. Lessing-Turner reported that it is time for the annual review of the CRHA Mission, Vision and Values statements. There was a discussion about setting a date and time to meet with the community to review these statements.

**ACTION: M. Lessing-Turner will contact Burntwood and see what process they use for reviewing their mission and report back at the next meeting.**

**S. Kernaghan joined the meeting at this time (4:35 p.m.)**

## **5.6 Children's Centre Report**

V. Brew reviewed the results of her Children's Centre Report that was requested at the last meeting (see item 12.8 for report). This report was compiled from notes she has taken, meeting minutes and exit interviews.

M. Lessing-Turner added the following report regarding the Children's Centre:

- Anissa Dawson, Regional Day-care Co-ordinator has been on-site for two days and has submitted a report. She outlined the requirements that we need to have in place for March 1, 2006.

- We have received a letter from Kathy Reid, Director at Family Services and Housing Child Care Program, who has informed us that we need to have an ECE 3 in place as the co-ordinator or apply for an exemption.
- We have hired a Children's Centre Co-ordinator who is qualified and should be able to assist in providing guidance to our untrained staff.
- We received a letter stating that we have been approved for 2 infant spots
- A meeting was held with the Parent Advisory Group advising them of the staffing issues and the fact that we will be running the Day-care using casual staff until the co-ordinator arrives.

There was further discussion about resources available to people who want to be trained as an ECE, Children Centre staff orientation and requirements needed to meet day-care standards. M. Lessing-Turner indicated that CRHA Management is willing to assist with training for ECE II Workers.

#### **5.7 Rental of A Block units – Liability issues**

M. Lessing-Turner stated that in response to concerns raised at the last Board meeting she has checked into the issue of liability coverage. She has called both insurers and we are fully covered. The property insurance is through MARSH and liability insurance is through HIROC.

P. Kabloona asked to have this item on the agenda again.

#### **6.0 COMMITTEE SUBMISSIONS**

There were no committee submissions for review.

#### **7.0 CEO MONITORING REPORTS**

##### **7.1 Compensation and Benefits Policy BP-B-110\***

M. Lessing-Turner clarified the point that caused some confusion at the last Board meeting.

***Resolution 72/05: Moved by S. Kernaghan, seconded by V. Flett to approve the monitoring report of policy BP-B-110 Compensation and Benefits as presented.  
CARRIED***

#### **8.0 POLICY VIOLATIONS**

There are no policy violations to report

#### **9.0 BOARD SELF EVALUATION**

##### **9.1 Appointment of Auditors Policy BP-C-10\***

The Board is in Compliance

**ACTION: As required by policy, M. Lessing-Turner will issue a request for proposals for new Auditors for the 2005/2006 fiscal year.**

##### **9.2 Board Planning & Policy Review / Monitoring BP-C-50\***

The Board is in Compliance

## 10.0 POLICY CHANGES

There are no policy changes to discuss

## 11.0 EDUCATION

### 11.1 Board Education re: reading financial statements

**ACTION: M. Lessing-Turner will arrange Board Education in regards to reading financial statements through the Audit Committee Chair.**

## 12.0 COMMUNICATION

### 12.1 Chairman's Report

R. Penwarden updated the Board on the on-going issues with Regent Construction.

### 12.2 Nunavut Members' Update

P. Kabloona reported that the Nunavut Government is in the process of recruiting an additional Nunavut member for the CRHA Board

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

M. Lessing-Turner reviewed her written report and added that as of today, there has been another birth in the Centre.

**ACTION: M. Lessing-Turner will provide a demonstration of the wait times website at the next Board meeting.**

**ACTION: M. Lessing-Turner will review the accountability mechanisms document at the next meeting.**

## V. Flett excused herself from the meeting at this time (5:30 p.m.).

### 12.4 Chief Operating Officer Finance Report\*

M. Lessing-Turner reviewed the financial report and answered questions regarding over budget areas.

### 12.5 Chief of Staff's Report

There was no Chief of Staff Report.

### 12.6 Chief Operating Officer Clinical Services Report\*

There was no Chief Operating Officer Clinical Services Report

### 12.7 Chief Operating Officer Planning & Social Programs Report\*

K. Grant reviewed his written report. He added that the Justice Committee will be petitioning for volunteers to sit on the alternative measures youth justice committee. He also updated the Board on the pandemic planning process to date.

There was a discussion regarding staffing in the Receiving Home. K. Grant reported that this issue has been resolved. There was a discussion regarding the new process for ordering groceries in the Receiving Home.

**12.8 Director Human Resources Report\***

As reported on in item 5.6.

**12.9 Audit Committee Report**

There was no Audit Committee Report.

**13.0 NEW BUSINESS****13.1 Board Honorariums**

Following questions raised by P. Kabloona, there was a discussion regarding the Board honorariums that are set by the Minister of Health.

**13.2 Attendance at meetings**

P. Kabloona questioned the number of times per year that Nunavut members are brought to Churchill for Board meetings as opposed to participating via teleconference.

It was mentioned that Nunavut members are brought down in February for the Strategic Plan and September for the AGM.

R. Penwarden stated that we are going to hold all Board meeting through telehealth and that the Board would look at another face to face meeting sometime in May.

**14.0 CORRESPONDENCE/INFORMATION**

There was no correspondence to discuss

**15.0 CONSENT AGENDA**

M. Lessing-Turner reported that Martha Aitkin, Midwife has been on temporary privileges while awaiting approval of Bylaw No. 3. She is registered and in good standing with the College of Midwives of Manitoba.

***Resolution 73/05: Moved by D. Macri, seconded by S. Kernaghan to approve the clinical privileges of Martha Aitkin.***

***CARRIED***

**16.0 ADVISORY COUNCIL INFORMATION**

There was no Advisory Council Information to discuss

**17.0 PUBLIC PARTICIPATION**

There was no public participation

**18.0 DATE OF NEXT MEETING**

The next meeting will be held on January 26, 2006.

**19.0 ADJOURNMENT**

*Note: \*Asterisk \* - indicates an attachment*