



REGIONAL HEALTH AUTHORITY
CHURCHILL, MANITOBA R0B 0E0 CANADA

BOARD OF DIRECTORS

THURSDAY FEBRUARY 23, 2006
BOARDROOM @ 1600 HOURS

PRESENT:

R. Penwarden, Chair
B. Tattuinee, Board Member
P. Kabloona, Board Member
D. Macri, Vice-Chair

ALSO PRESENT:

M. Lessing-Turner, Chief Executive Officer
B. Sigurdson, A/ COO Finance
K. Grant, COO Social Service and Planning
D. Martens, COO Clinical Services

TELECONFERENCE:

J. Brown, MB Health Liaison

REGRETS:

V. Brew, Director Human Resources
S. Kernaghan, Board Member
J. Massan, Board Member
V. Flett, Treasurer

RECORDER:

K. McGregor, Executive Assistant

1.0 CALL TO ORDER

The meeting was called to order at 4:05 p.m.

2.0 ADDITIONS TO AGENDA

There were no additions to the agenda.

3.0 ACCEPTANCE OF AGENDA

Resolution 12/06:

MOTION: To approve the agenda of February 23, 2006 as presented.

MOVED BY: P. Kabloona

SECONDED BY: D. Macri

CARRIED

4.0 MINUTES OF THE PREVIOUS MEETING

Resolution 13/06:

MOTION: To approve the Board of Directors minutes of January 25, 2006 as presented.

MOVED BY: D. Macri

SECONDED BY: B. Tattuinee

CARRIED

5.0 BUSINESS ARISING FROM PREVIOUS MEETING

5.1 Process for checking contractors credentials

D. Martens reported that we do not have a formal policy in place in regards to checking the credentials of contractors. Our current contractors are registered / licensed as they should be. She recommended that this be a Human Resource function to be completed in January when credentials are checked for all other professions.

M. Lessing-Turner reported that the Optometrist has requested a review of his contract. We will be reviewing all contracts in the near future.

There was a discussion about the status of the front steps. We are still waiting for the contractor to report back to us as to how they are going to address our concerns.

5.2 CHC Health Services Development Working Group

M. Lessing-Turner reported that the working groups first meeting was hosted in Churchill. Unfortunately, the Nunavut members were unable to attend due to poor weather in the North. The group has developed a preliminary work plan and will be holding a conference call during the week of March 6th to review the plan and ensure all points were captured. D. Martens will be leading the primary recommendations around acute care and N. Hatlevik will be leading the recommendations around the Nunavut Boarding Home. Our goal is to have a preliminary plan submitted to the Manitoba and Nunavut Deputy Ministers by June 2006.

6.0 COMMITTEE SUBMISSIONS

There were no committee submissions for review this month

7.0 CEO MONITORING REPORTS

7.1 Policy BP-B-50 Emergency Executive Succession

M. Lessing-Turner reviewed her monitoring report. There were no questions.

Resolution 14/06:

MOTION: To approve CEO monitoring report BP-B-10 Emergency Executive Succession as presented.

MOVED BY: D. Macri

SECONDED BY: B. Tattuinee

CARRIED

8.0 POLICY VIOLATIONS

There were no policy violations to report

9.0 BOARD SELF EVALUATION

9.1 BP-C-30 Signing Authority

The Board is in compliance with policy BP-C-30 Signing Authority.

D. Macri pointed out that three different terms are used when referring to Senior Management throughout the policy.

Resolution 15/06:

MOTION: That policy BP-C-30 Signing Authority be amended to use the term Senior Management throughout the entire policy.

MOVED BY: D. Macri

SECONDED BY: B. Tattuinee

CARRIED

9.2 BP-C-100 MB Health Policy: Accountability, Monitoring and Evaluation, Health Accountability and Planning

The Board is in compliance with policy BP-C-100 Accountability, Monitoring and Evaluation, Health Accountability and Planning

9.3 BP-C-110 Succession Planning for CEO

The Board is in compliance with policy BP-C-110 Succession Planning for CEO. R. Penwarden questioned the statement in the policy that says "The Board Chair will send the resume to MB Health for approval". M. Lessing-Turner confirmed that the CEO resume is to be sent to MB Health for approval before the contract is signed.

10.0 POLICY CHANGES

10.1 ENDS Policies (Revisions / Susan Rogers report)*

The ENDS policies were approved during the special lunch meeting of February 15, 2006.

11.0 EDUCATION

There was no education to discuss.

12.0 COMMUNICATION

12.1 Chairman's Report

R. Penwarden reported on the status of the front steps. He added that the generator will be going on-line this Saturday and the RHA will be without power for two hours.

12.2 Nunavut Members' Update

P. Kabloona reported that the Kivalliq Inuit Association (KIA) has sent a representative to each community in regards to the all season road from Manitoba to Nunavut. This issue will be on the Manitoba / Nunavut roundtable in March.

B. Tattuinee had nothing to report.

12.3 Chief Executive Officer's Report*

M. Lessing-Turner reminded everyone that strategic planning day would be held on Friday. We already have our 5-year strategic plan in place and on Friday we will be reviewing our vision statement. There will be a number of stakeholders present to provide feedback. We are going to look at the strategic plan, identify accomplishments to date and discuss how this fits in with the recommendations of the Churchill Task Force and Manitoba Health's strategic priorities.

She provided an update on the Children's Centre. The new ECE II started work today and the Co-ordinator starts on March 6th. She stated that it has been a challenge to maintain operations over the last three months, but we were able to do so with the help of a number of people, which she thanked individually. K. Grant will be orientating the new Co-ordinator on March 6th as she will be away. Anissa Dawson, Family Services Daycare Co-ordinator, Thompson Region will be in Churchill and has agreed to assist us with the orientation.

R. Penwarden mentioned that the Children's Centre is a lot better off financially than in previous years. Due to lack of staff we have not been paying out benefits, housing etc. M. Lessing-Turner has been carefully monitoring ratios and ensuring that we are not overstaffed. We have also been monitoring the amount of overtime that is being paid out.

12.4 Chief Operating Officer Finance Report*

B. Sigurdson reviewed the Financial Report. There were no questions.

12.5 Chief of Staff's Report

There was no Chief of Staff Report.

12.6 Chief Operating Officer Clinical Services Report*

D. Martens reviewed her written report and added that there will be some staffing changes in her departments. N. Kirby, Nurse Educator has resigned due to health issues and will be returning to her home in the United States. R. Dennie, Clinic Nurse has resigned and will be leaving Churchill. They are both done at end of March. Those two positions have been amalgamated into the Primary Care Clinic Nurse and will cover the diabetic education, diabetic clinic as well as coordinate functions that usually occur in the medical clinic. A job description has been created and will be posted shortly. Bob Penwarden expressed his wishes that both nurses be recognized for their service with a token of appreciation.

12.7 Chief Operating Officer Planning & Social Programs Report*

K. Grant reviewed his written report. There was a discussion about crystal meth in Churchill. M. Lessing-Turner reported that we have taken steps in our pharmacy to make sure that any medication containing the ingredients to make crystal meth are kept behind the counter. D. Martens added that our Addictions Program staff person took a three day course on crystal meth in September.

M. Lessing-Turner informed the Board that K. Grant passed his business continuity planning exam and is now certified. K. Grant provided an overview of the Business Continuity planning concept.

12.8 Director Human Resources Report

There was no Human Resources report as V. Brew was on vacation.

12.9 Audit Committee Report

There was no Audit Committee report.

13.0 NEW BUSINESS

There was no new business to discuss.

14.0 CORRESPONDENCE/INFORMATION

14.1 Board Leadership Newsletter (No.83 Jan-Feb 2006)*

We have renewed our subscription to the Board Leadership Newsletter.

14.2 Letter from Donna Forbes re: NPTP

Bernadette Preun has responded to our letter regarding a review of the NPTP policies and said that she will be looking into in this issue in the future.

NORMAN, Burntwood and Churchill Regions are now meeting regularly to review policy and make suggestions to Manitoba Health and to ensure standardization between all the NPTP programs.

15.0 CONSENT AGENDA

There are no items for the consent agenda this month.

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 March 30, 2006 at 4:00 p.m.

19.0 ADJOURNMENT

R. Penwarden adjourned the meeting at 5:00 p.m.