



REGIONAL HEALTH AUTHORITY
CHURCHILL, MANITOBA R0B 0E0 CANADA

BOARD OF DIRECTORS

Monday February 4th, 2008
Board Room @ 6:00 p.m.

PRESENT:

R. Penwarden, Chair
J. Massan, Board Member
D. Daley, Board Member
S. Kernaghan, Vice-Chair

ALSO PRESENT:

B. Sigurdson, Chief Financial Officer

REGRETS:

B. Tattuinee, Board Member

TELECONFERENCE:

P. Kabloona, Secretary / Treasurer

RECORDER:

A. Deschenes, Executive Assistant

1.0 CALL TO ORDER

The meeting was called to order at 6:07 p.m.

2.0 ADDITIONS TO AGENDA

J. Massan added Ethics Committee under Committee Submissions.

3.0 ACCEPTANCE OF AGENDA

Resolution: 01/08

Moved by S. Kernaghan, seconded by D. Daley to accept the agenda of January 31st, 2008 as amended.

CARRIED

4.0 MINUTES OF THE PREVIOUS MEETING

4.1 Board of Directors minutes December 20th, 2007

Resolution: 02/08

Moved by J. Massan, seconded by S. Kernaghan to accept the previous Board of Directors minutes from December 20th, 2007 as presented.

CARRIED

5.0 BUSINESS ARISING FROM PREVIOUS MEETING

5.1 Purchase Service Agreements

B. Penwarden advised the Board that the Chiropractor, Dr. Lecker will be coming to Churchill in February and in April under the agreement of his current contract. His contract will be reviewed in April 2008.

5.2 CCHSA Survey Critical Path

B. Sigurdson contacted to M. Lessing-Turner by email last week and she is still working on the red flag areas. As soon as she's done she will give the Board a report.

5.3 DSM Lease

B. Sigurdson advised the Board that the lease agreement is in the Town's lawyer's hands.

5.4 Family Services & Housing L.O.A.

B. Sigurdson advised us that Family Services & Housing have extended our letter of agreement to March 1, 2008. M. Petit is now overseeing the Receiving Home and Child and Family Services department. Child & Family Services are scheduled to come to the CRHA in February 2008 for on-site Program Development of the Receiving Home and the Child & Family Services programming. It will be done in two phases. Phase one will be an assessment and phase two will be a steering committee review and Implementation of the assessment.

6.0 COMMITTEE SUBMISSIONS

6.1 Ethics Committee

J. Massan mentioned that Nicole Durocher asked her if a Board Member would be willing to attend the Ethics Committee meetings. S. Kernaghan used to attend these meetings but decided to stop because he didn't think the content that was presented was beneficial. J. Massan decided to attend the meetings.

7.0 CEO MONITORING REPORTS

7.1 BP-B-10 Communication and Council to the Board

B. Sigurdson said she was reporting compliance.

7.2 BP-B-20 Asset Protection

B. Sigurdson said she was reporting compliance.

7.3 BP-B-30 Financial Condition

B. Sigurdson said she was reporting compliance.

8.0 POLICY VIOLATIONS

There were no policy violations for review.

9.0 BOARD SELF EVALUATION

9.1 Annual Board Self-Assessment

J. Massan will meet with A. Deschenes and will direct her on how she wants the Self Evaluation formatted. A. Deschenes will format the Evaluation and present it to the Board at the next meeting.

9.2 BP-C-20 Governing Style

The Board is reporting compliance.

9.3 BP-C-90 Chairperson's Role

The Board is reporting compliance.

10.0 POLICY CHANGES

There were no policy changes.

11.0 EDUCATION

10.1 Real Board Advisor

For information only.

12.0 COMMUNICATION

12.1 Chairman's Report

B. Penwarden had no report due to his recent vacation. He also mentioned that he noticed the Radiology department is under construction to fit in the new X-Ray equipment.

12.2 Nunavut Members' Update

P. Kabloona advised that he recently went to Iqaluit and wanted to meet with the Minister of Health but hadn't had the chance. He wanted to ask about getting a third member on the Board.

It was suggested that the Board members send a letter expressing their sympathies to B. Tattuinee in the recent passing of her mother. J. Massan suggested sending a card.

12.3 Chief Executive Officer's Report

There was no report.

12.4 Chief Financial Officer Report*

B. Sigurdson presented the Financial Monitoring Report for the month of December 2007. She noted that the Churchill RHA is anticipating a surplus for the end of the year.

P. Kabloona, Chair of the Audit Committee, recommended that the Board make a motion to accept the December Financial report.

Resolution: 03/08

Moved by D. Daley, seconded by J. Massan to accept the December 2007 Financial Report as presented.

CARRIED

12.5 Chief of Staff's Report

There was no Chief of Staff Report.

12.6 Director of Clinical Services & CNO Report*

The report was presented at the last meeting on January 31st, 2008.

12.7 Director of Social Services & CPO Report*

The report was presented at the last meeting on January 31st, 2008.

12.8 Director Human Resources Report*

The report was presented at the last meeting on January 31st, 2008.

12.9 Audit Committee Report

It will be reported to the next meeting.

13.0 NEW BUSINESS

13.1 Policy Approvals

B. Sigurdson presented 13 new or revised financial policies. These policies need to be approved by the Board so that B. Sigurdson can reply to MB Health that they have been revised and approved as per the internal Audit recommendations.

Policies

Asset protection AD-4-10 (revised)

Audit Reports & Financial Statements AD-4-20 (revised)

Budgeting AD-4-30 (reviewed)

Budgeting and Variance Reporting AD-4-31 (new)

Capital Equipment Planning & Procurement AD-4-32 (new)

Cheque Cashing AD-4-41 (revised)

Interfacility Transportation AD-4-50 (revised)

Donations AD-4-61 (revised)

Fixed Assets – Inventory/Tracking AD-4-80 (revised)

Signing Authority – Operations AD-4-82 (new)

Travel Expense Guidelines AD-4-90 (new)

Purchase Orders AD-4-110 (revised)

Retention and Destruction of Administrative and Financial Records AD-4-120 (revised)

Resolution: 04/08

Moved by J. Massan, seconded by S. Kernaghan to approve the new or revised policies as presented.

CARRIED

13.2 Staff Satisfaction Survey

Postponed to the next meeting.

13.3 Optometrist

Postponed to the next meeting.

13.4 In Camera Session

Resolution: 06/08

**Moved by B. Penwarden, seconded by S. Kernaghan to go in camera at 7:01 p.m.
CARRIED**

14.0 CORRESPONDENCE/INFORMATION

15.0 CONSENT AGENDA

15.1 Privileges

**Dr. Raina Best
Dr. Linda Forgach
Dr. Wadgy Bishay
Dr. Darren Barber
Dr. Douglas Scott
Dr. Yvette Emerson**

Resolution: 05/08

Moved by D. Daley, seconded by P. Kabloona to approve the clinical privileges for Dr. Best, Dr. Forgach, Dr. Bishay, Dr. Barber, Dr. Scott and Dr. Emerson.

CARRIED

16.0 ADVISORY COUNCIL INFORMATION

Postponed to the next meeting.

17.0 PUBLIC PARTICIPATION

There was no public participation.

18.0 DATE OF NEXT MEETING

The next meeting will be held on February 28th, 2008.

19.0 ADJOURNMENT

The meeting was adjourned at 7:01 p.m.