



REGIONAL HEALTH AUTHORITY
CHURCHILL, MANITOBA R0B 0E0 CANADA

**BOARD OF DIRECTORS
MINUTES**

Thursday April 27th, 2006
Boardroom @ 4:00 p.m.

PRESENT:

R. Penwarden, Chair
J. Massan, Board Member
S. Kernaghan, Board Member

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:

D. Macri, Vice-Chair
P. Kabloona, Board Member
V. Flett, Treasurer
J. Brown, MB Health Liaison

REGRETS:

B. Tattuinee, Board Member
V. Brew, Director Human Resources
K. McGregor, Executive Assistant

RECORDER:

A. Long, Executive Secretary

1.0 CALL TO ORDER

R. Penwarden called the meeting to order at 16:14 hours.

2.0 ADDITIONS TO AGENDA

The following items were added to the agenda:

- 14.5 Affinity Architecture Inc. Letter*
- 15.1 Clinical Privileges: Dr. Manal Awad*

3.0 ACCEPTANCE OF AGENDA

Resolution 21/06

Moved by S. Kernaghan, seconded by J. Massan that the Board accept the agenda of April 27, 2006 with additions. CARRIED

4.0 MINUTES OF THE PREVIOUS MEETING

J. Massan inquired about Aboriginal Day. K. Grant stated that nothing has happened to date. J. Massan also asked about the Metis community outreach position. R. Penwarden stated that he is working on getting funding for this position through the MMF.

D. Macri entered at 16:19.

Resolution 22/06

Moved by J. Massan , seconded by S. Kernaghan that the Board accept the Board of Directors minutes of March 30, 2006 as presented. CARRIED

5.0 BUSINESS ARISING FROM PREVIOUS MEETING

5.1 Review of Vision and Mission Statements*

M. Lessing-Turner stated that the Vision and Mission were reviewed at the Strategic Planning Session Day in February 2006.

ACTION:

The Board will review and revise the existing vision and mission statements

5.2 Letter to FNIHB

M. Lessing-Turner advised the board that FNIHB had changed the funding for patient foot care funding and this letter was the CRHA's response to same.

There was a discussion as to whether Dr. Gupta's services were covered by FNIHB.

5.3 Letter to Taxi Companies

M. Lessing-Turner stated that this letter was a result of complaints from patients that taxi cab drivers are smoking in the cabs and had been identified as an action from the March Committee of the Whole meeting.

5.4 Hiring procedures for separately funded services

M. Lessing-Turner phoned the head of Dental Program regarding their hiring procedure and she also spoke to Debbie Hepples. M. Lessing-Turner will be meeting with Debbie Hepples on her next visit regarding cancelling dental slates and will suggest having the CRHA Director of Human Resources in the hiring process. M. Lessing-Turner suggested that V. Flett attend this meeting.

6.0 COMMITTEE SUBMISSIONS

6.1 NPTP Minutes – March 8, 2006*

To clarify questions regarding these minutes, M. Lessing-Turner stated that it is the client's choice if they want to deliver in Churchill or Winnipeg because Churchill does not provide all obstetrical services such as epidurals. The CRHA pays for a flight for an expecting patient at 38 weeks, however their accommodations are not provided. M. Lessing-Turner stated that Dr. Awad has obstetrical privileges in her existing position and will be applying for the same privileges here.

7.0 CEO MONITORING REPORTS

7.1 BP-B-30 Financial Condition*

M. Lessing-Turner stated that the CRHA is looking at a positive variance on the unaudited statement.

Resolution 23/06

Moved by J. Massan, seconded by D. Macri that the Board accept the BP-B-30 Financial Condition as presented.

CARRIED

7.2 BP-C-80 Contracts for Services*

M. Lessing-Turner stated that this policy is being followed with no violations to report. J. Massan asked if she would be able to sign cheques now that she is in the Finance Office. M. Lessing-Turner stated she would check this out with Randy Lock at RHAM.

Resolution 24/06

Moved by V. Flett, seconded by P. Kabloona that the Board accept BP-C-80 Contracts for Service as presented. CARRIED

8.0 POLICY VIOLATIONS

There were no policy violations to report.

9.0 BOARD SELF EVALUATION**9.1 BP-C-60 Board Committee Principals***

M. Lessing-Turner stated that the only board committees are the audit committee and the advisory committee and they have been acting in according to the policies.

9.2 BP-D-30 CEO Job Description*

R. Penwarden stated that the next CEO evaluation is in June 2006 and this item will be put on the Board agenda.

10.0 POLICY CHANGES

There were no policy changes to review.

11.0 EDUCATION

There was no education to discuss.

12.0 COMMUNICATION**12.1 Chairman's Report**

It was stated that the renovation options for the nursing station have been selected by the staff and these changes will not affect the other renovations that are planned for the Pharmacy, HIS and Emergency Department that will be resubmitted in the Health Plan. The nursing station renovation will now go to tender.

12.2 Nunavut Members' Update

P. Kabloona stated that there was a meeting in Rankin Inlet from April 5 to 7 with the Manitoba Minister of Health, Manitoba Minister of Education, Nunavut Minister of Education and Nunavut Minister of Community Services. It was a good meeting and there was a tour of the old and new health centres. A Memorandum of Agreement was signed regarding birthing. The two-year midwifery pilot project is complete. There are two Inuit nurses in the program to date. Marie O'Neill felt that the midwifery program could come to Churchill as part of the training process. P. Kabloona stated that he will get more information regarding the midwifery program.

P. Kabloona also stated that the Government of Nunavut awarded shipping to NTCL.

12.3 Chief Executive Officer's Report*

M. Lessing-Turner reviewed her report. In addition, senior management had Rob Schaffer from MB Health give a presentation on the Health Plan. Each senior executive has been assigned specific areas to complete in the health plan. It is expected to be done by May 25, 2006 in order to do a presentation to the Board for the required approval prior to the submission deadline of June 1, 2006.

M. Lessing-Turner stated that every second year there is a Manitoba Health internal audit done within the regional health authorities. Churchill was picked and Manitoba Health auditors will be here the week of June 12th or 19th. This will involve the CRHA audit committee.

M. Lessing-Turner spoke to J. Brown regarding the registered clinical assist proposal for Churchill. Manitoba Health is working on the parameter framework and we are hoping the assistant deputy minister will review it so that a proposal can be submitted.

12.4 Chief Operating Officer Finance Report*

B. Sigurdson had no additions to her written report.

12.5 Chief of Staff's Report

Dr. W. Smith submitted a report in the board package. A new Terms of Reference was included. NMU is trying to replace the midwife for the 3 months she will be away. Have not heard anything further on the Nunavut self recruitment of physicians.

12.6 Chief Operating Officer Clinical Services Report*

D. Martens stated that Michel Petit submitted her report in her absence. D. Martens reported that the Diabetes Clinic is going well with new Primary Care Nurse and they are looking at a multidisciplinary care plan to become part of the patient chart.

12.7 Chief Operating Officer Planning & Social Programs Report*

K. Grant distributed his report at the meeting and reviewed same. Dr. R. Gesell has expressed interest in participating in the pandemic planning and will be coming June 20 to 22 to assist with the plan.

12.8 Director Human Resources Report*

In V. Brew's absence, M. Lessing-Turner added that Carley Basler, Brian Robotham and V. Brew are at a QHR in-service in Winnipeg. M. Lessing-Turner indicated that Staff Satisfaction surveys were distributed at the Middle Management meeting and are due back by May 5th. The survey includes an educational needs assessment and V. Brew introduced a staff incentive to encourage a greater return rate.

J. Massan questioned the upgrading of the Finance/Materials Management OR Med System. B. Sigurdson stated that upgrades would not be done until after the audit is completed.

12.9 Audit Committee Report

There was no Auditor Committee Report.

V. Flett disconnected at 17:32.

13.0 NEW BUSINESS**13.1 Children's Centre Budget***

M. Lessing-Turner stated that as of March 31, 2006, there would be a surplus of approximately \$28,000 in the Children's Centre. The surplus was due to the fact that we had replaced trained staff with casuals until we were able to replace the co-ordinator's position and an ECE II position. Providing all staff are in place, we are projecting a deficit of \$41,000, assuming our operating grant is the same. This issue will be discussed at the at a special board meeting.

J. Brown disconnected at 17:37.

13.2 Proposal for New Auditors*

M. Lessing-Turner discussed the proposal for new auditors with Randy Lock. It was recommended that the proposal be sent out in April with a deadline of August. B. Sigurdson has informed the auditor and a package has been developed to solicit interest.

13.3 In-Camera Session

Deferred until next board meeting.

14.0 CORRESPONDENCE/INFORMATION**14.1 CCHSA Correspondence***

M. Lessing-Turner stated that the CCHSA asked to publish our leading practice as identified in the accreditation survey and this was approved.

14.2 Letter from Marie O'Neill*

Circulated for information.

14.3 Board Leadership Newsletter – John and Miriam Carver*

Circulated for information

14.4 Physician Thank You Letter*

R. Penwarden wrote a letter of thank you to Dr. D. O'Flaherty for her locum visit in Churchill.

Resolution 25/06

Moved by S. Kernaghan , seconded by J. Massan that the Board forward a letter of appreciation to Dr. D. O'Flaherty as presented. CARRIED

14.5 Affinity Architecture

M. Lessing-Turner distributed a letter expressing concern about the schedule for the work to be done on the front steps and A Block for information

15.0 CONSENT AGENDA

15.1 Dr. M. Awad Privileges

This physician is coming from The Pas and has signed a year's contract.

Resolution 26/06

Moved by J. Massan, seconded by S. Kernaghan that the Board accept Clinical Privileges of Dr. Manal Awad. **CARRIED**

16.0 ADVISORY COUNCIL INFORMATION

There was no Advisory Council information.

17.0 PUBLIC PARTICIPATION

There was no public participation.

18.0 DATE OF NEXT MEETING

The next meeting will be held on Tuesday, May 30, 2006 at 4:00 p.m.

19.0 ADJOURNMENT

R. Penwarden adjourned that meeting at 17:49.