



REGIONAL HEALTH AUTHORITY
CHURCHILL, MANITOBA R0B 0E0 CANADA

BOARD OF DIRECTORS

Thursday August 31, 2006
Boardroom @ 4:00 p.m.

PRESENT:

R. Penwarden, Chair
D. Macri, Vice Chair
J. Massan, Board Member

ALSO PRESENT:

M. Lessing-Turner, Chief Executive Officer
D. Martens, Director of Clinical Services & CNO
V. Brew, Director Human Resources
K. Grant, Director of Social Services & CPO

TELECONFERENCE:

P. Kabloona, Board Member
B. Tattuinee, Board Member
J. Brown, MB Health Liaison

REGRETS:

B. Sigurdson, Chief Financial Officer
S. Kernaghan, Board Member
V. Flett, Treasurer

RECORDER:

K. McGregor, Executive Assistant

GUESTS:

B. Atkinson, Coordinator Children's Center
M. Petit, Manager Community Wellness

1.0 CALL TO ORDER

R. Penwarden called the meeting 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 43/06

Moved by D. Macri, seconded by J. Massan to approve to agenda of August 31, 2006 as presented.

CARRIED

4.0 MINUTES OF THE PREVIOUS MEETING

Resolution 44/06

Moved by J. Massan, seconded by D. Macri to approve the Board of Directors meeting minutes of June 22, 2006 as presented.

CARRIED

5.0 BUSINESS ARISING FROM PREVIOUS MEETING

5.1 Internal Audit

M. Lessing-Turner reported that the CRHA has been scheduled twice for an internal audit, both audits were cancelled due to emergency audits elsewhere. It is expected that our internal audit will be scheduled for sometime this fall.

5.2 Nutritional content of vending machines

M. Lessing-Turner reported that one of the CRHA vending machines is stocked with only nutritional foods and that we will continue to provide nutritional choices in our vending machines. She will review other RHA's policies regarding this issue and bring her findings to the next board meeting.

5.3 Ethics Committee

M. Lessing-Turner reported that the board approved the development of a steering committee for the Ethics Committee of the Board at the last meeting. Verna Flett participated in the steering committee during the summer. Doreen Macri will assume the responsibility of board representation on the Ethics Committee in the fall. Three meetings have been held over the summer and the committee developed a draft terms of reference and criteria of membership. Nicole Durocher has been providing staff with ethics information on a regular basis.

M. Lessing-Turner reminded the board that development of an ethics committee and framework was one of the CCHSA recommendations from the accreditation process for the Leadership Team.

5.4 AGM (time)

The Annual General Meeting will be held on Friday September 29, 2006 at 12:30 p.m. in the Cafeteria. P. Kabloona stated that he would be unable to attend due to a prior commitment.

5.5 Provincial Health Conference

M. Lessing-Turner reminded the board to contact K. McGregor for travel and accommodation bookings for the conference.

6.0 COMMITTEE SUBMISSIONS

There were no committee submissions for review.

7.0 CEO MONITORING REPORTS

7.1 BP-B-120 Temporary Privileging of Medical Staff

M. Lessing-Turner reviewed her monitoring report and reported that in the past year only one issue arose regarding the extension of temporary privileges due to conditions on our midwife's licence.

8.0 POLICY VIOLATIONS

There were no policy violations to report.

9.0 BOARD SELF EVALUATION

9.1 BP-C-120 Board Stipends

R. Penwarden reported that policy BP-C-120 does not reflect the actual stipend being paid to the Board Chair. He said that the Board Chair actually receives an annual stipend of \$9000.00. M. Lessing-Turner reported that she contacted Randy Lock, Executive Director of RHAM, who confirmed that \$9000.00 per year is the standard payment for Board Chairs across the province. She added that R. Penwarden originally took over a term position as

Board Chair and as such his stipend was \$4500.00 annually. The policy was not updated to reflect full payment after he was appointed into a full term position.

Resolution 45/06

Moved by B. Tattuinee seconded by D. Macri to approve the amendment of policy BP-C-120 Board Stipends to read "The RHA Board Chair shall receive an annual stipend of \$9000.00 paid quarterly".

CARRIED

10.0 POLICY CHANGES

As above in item 9.1

11.0 EDUCATION

There is no board education arranged at this time. M. Lessing-Turner reminded the board to bring forward any specific education request they have and she would try to arrange it. The education sessions covered in 05/06 were the policy governance training with Susan Rogers and the Provincial Conference in October 2005.

12.0 COMMUNICATION

12.1 Chairman's Report

There was no report from the Chairman of the Board.

12.2 Nunavut Members' Update

B. Tattuinee reported that a member of her family was recently medivaced from Churchill. She said that the medivac crew did a really good job. She added that she is moving from Arviat to Rankin Inlet on Sunday and will be living in Rankin for the next 2 years. She will remain on the CRHA Board of Directors.

P. Kabloona reported that the Department of Health and Social Services is finalizing a new contract with the Northern Medical Unit. This contract will see the continuation of the longstanding relationship between the NMU and the Kivalliq Region. The new contract hopes to expand some services to a Territory-wide basis such as Library Services. He added that the Kivalliq Region has asked to express its thanks for the Churchill Health Centre's willingness to help with the inpatient orientation of their new nurses. Norm Hatlevik, Executive Director for Health and Social Services in the Kivalliq Region, plans a visit to Churchill within the next 2-3 weeks. The reason is to spend time with Nancy Merry whom will be the Region's Liaison for the nursing orientation and to discuss a closer working relationship between Nancy and Donna Spence, Acting Manager of the Transient Centre. He will also spend time with Donna's staff but will leave a ½ day for any meetings with CRHA staff and Board Members.

12.3 Chief Executive Officer's Report*

M. Lessing-Turner reviewed her written report and expanded on the role Churchill will take providing inpatient orientation to the Kivalliq nurses.

She added that Senior Management did an education needs assessment with staff and a number of training sessions were identified that staff would like to take. These sessions are outlined in the attachment to her report. She noted that there was an increase of 22% in education provided to staff over this past year.

M. Lessing-Turner noted that all board members had the opportunity to review the Annual Report before it was sent to the printer and no questions or concerns were raised.

Resolution 46/06

Moved by J. Massan seconded by D. Macri to approve the 2005 – 2006 Annual Report as presented.

CARRIED

12.4 Chief Financial Officer Report*

M. Lessing-Turner reviewed the financial report and highlighted the negative and positive variances in various departments. She noted that overall the Centre is sitting in a positive variance. The Children's Centre is currently sitting at a \$14,000.00 positive variance.

12.5 Chief of Staff's Report*

There was no Chief of Staff report

12.6 Director of Clinical Services & Chief Nursing Officer Report*

D. Martens reviewed her written report and added that our infection control program is up and running again. The committee is functioning and Rose Allen has been enrolled in an infection control education course which begins in September 2006.

The Forms Committee, which was re-established last year, has reviewed every form in the Health Centre. She added that this was a huge undertaking, but all forms should be up to date. M. Lessing-Turner commented on the excellent work completed by D. Martens and the Forms Committee.

12.7 Director of Social Services & Chief Planning Officer Report*

K. Grant reported that interviews continue for the Child and Family Services position. Steve Malone was hired on as the EMS Risk / Quality Patient Safety Officer.

He has been advised by MB Health that the September 15, 2006 live date for the 911 system will be postponed due to problems at the MTCC centre.

12.8 Director Human Resources Report*

V. Brew reviewed her written report. M. Lessing-Turner thanked Mike Macri for providing pictures for the CRHA promotional banner at such a reasonable cost.

12.9 Audit Committee Report

There was no Audit Committee report.

13.0 NEW BUSINESS

13.1 Receiving Home Licence

M. Lessing-Turner reported that the Receiving Home underwent its annual inspection and will be licensed for another year. She added that there have been some concerns regarding policy and procedure in the Receiving Home and therefore requested that the inspector complete an in depth review this year. She has received the final report, which identifies a number of issues that we need to address in order to maintain our license. These issues are presently being addressed by K. Grant and the staff within the Receiving Home.

13.2 Independent Audit – Child and Family Services

M. Lessing-Turner reported that an independent audit of our CFS program will be scheduled for sometime this fall. The board will be informed once a date is confirmed.

13.3 Annual Report

As in item # 12.3.

13.4 Children's Centre

Brenda Atkinson, Children's Centre Coordinator made a presentation to the board proposing various proactive steps that could be taken to improve quality of care and finances at the Children's Centre. She reviewed information such as parent policy / responsibility, closure / usage of centre, the school age program, administration, staffing / professionalism and extra funding opportunities. She added that these suggestions have been reviewed with Anissa Dawson, Regional Coordinator who has assured her that the suggestions are in compliance with the provincial policy.

Following her presentation there was discussion about how other Child Care Centres across the province operate.

It was decided that Brenda Atkinson would bring her suggestions to the Parent Advisory Committee for feedback and senior management would review staffing suggestions and discuss vacation issues with MGEU before making any decisions.

13.5 Mental Health Presentation*

D. Martens and M. Petit provided an overview of the mental health / community wellness presentation providing information on strategic priorities of the program, three year goals, statistics on mental health counselling sessions and referrals, as well as the three phases of the program.

M. Lessing-Turner reported that the financial commitment needed to get to phase 3 has been identified in the health plan.

14.0 CORRESPONDENCE/INFORMATION

14.1 John & Miriam Carver Board Leadership Newsletter*

Circulated for information

15.0 CONSENT AGENDA

15.1 Clinical Privileges

- Dr. Derek A. Higgins, General Practitioner
- Dr. Tara G. Pigott, General Practitioner
- Dr. Robert W. Sanders, Ophthalmologist
- Dr. James Carson, Paediatrician
- Dr. George Assuras, General Surgeon
- Dr. Winston F. Boyang, General Practitioner
- Dr. Patrick A. Cho, Urologist
- Dr. David Grewar, Paediatrician
- Dr. David M. Huebert, Orthopaedic Surgeon
- Dr. Jeffery Ivey, Psychiatrist

- Dr. Robert Lotocki, Obstetrician and Gynaecologist
- Dr. William Rennie, Orthopaedic Surgeon
- Dr. Alex Tolton, Family Medicine including anaesthesia

Resolution 47/06

Moved by P. Kabloona, seconded by B. Tattuinee to approve the clinical privileges of the above mentioned physicians as recommended by RHAM's Clinical Privileges Advisory Panel.

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 AGM will be held September 29th at 12:30 p.m. in the Cafeteria with the regular board meeting to follow.

19.0 ADJOURNMENT

Resolution 48/06

Moved by P. Kabloona, seconded by D. Macri to adjourn the meeting at 5:46 p.m.

CARRIED