



REGIONAL HEALTH AUTHORITY  
CHURCHILL, MANITOBA R0B 0E0 CANADA

**BOARD OF DIRECTORS**

Monday October 30, 2006  
Boardroom @ 4:00 p.m.

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**PRESENT:**

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

**ALSO PRESENT:**

M. Lessing-Turner, Chief Executive Officer  
D. Martens, Director of Clinical Services & CNO  
K. Grant, Director of Social Services & CPO  
B. Sigurdson, Chief Financial Officer

**TELECONFERENCE:**

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

**REGRETS:**

P. Kabloona, Board Member  
S. Kernaghan, Board Member

**RECORDER:**

K. McGregor, Executive Assistant

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**1.0 CALL TO ORDER**

The meeting was called to order at 4:16 p.m.

**2.0 ADDITIONS TO AGENDA**

There were no additions to the agenda

**3.0 ACCEPTANCE OF AGENDA**

**Resolution 57/06**

**Moved by D. Macri, seconded by V. Flett to accept the agenda of October 30, 2006 as presented.  
CARRIED**

**4.0 MINUTES OF THE PREVIOUS MEETING**

D. Macri noted that she is listed as present at the September 29, 2006 meeting but she was not in attendance.

**Resolution 58/06**

**Moved by V. Flett, seconded by D. Macri to approve the Board of Directors meeting minutes of September 29, 2006 with the above noted amendment.  
CARRIED**

**5.0 BUSINESS ARISING FROM PREVIOUS MEETING**

**5.1 Nutritional content of vending machines**

M. Lessing-Turner reported that the previous ARAMARK supervisor had gathered information from other RHA's on how they promote nutritional practices within their Region.. She is developing a policy on health food choices for the Churchill RHA. This policy will be taken to Senior and Middle management for feedback. She noted that CRHA provides healthy food choices in both our vending machines and to venues that we cater.

J. Massan stated that with diabetes on rise in Churchill, we need to ensure that the healthy options are available to people.

## **5.2 Backcheck / Criminal Record Check Update**

D. Martens reported on Backcheck. She said that this is a new company that, for a fee, will assist RHA's by completing criminal record checks, etc on new / potential employees. She reported on some of the pro's and con's as discussed at her monthly HPSEN meeting. M. Lessing-Turner stated that we would wait and see what happens at the provincial level before proceeding with this company.

## **5.3 Medicine Wheel Donation**

M. Lessing-Turner stated that Louise Lawrie submitted a proposal to the board regarding the medicine wheel donation as discussed at the last board meeting. The proposal contains pictures of medicine wheel project, projected costs and financing to date. The request is for a donation from the Churchill RHA. She noted that we could not use in globe funds for a donation and if approved this donation would come out of ancillary services. Louise Lawrie added that the project's next steps will be decided at a community meeting, by members of the community.

After a discussion the board felt comfortable that this project fit into the concept of health care and the CRHA mission and vision. The board was in agreement that M. Lessing-Turner could authorize a donation of \$3,500.00 at this time with the understanding that the committee could approach the CRHA for an additional donation in the future.

## **5.4 Response to Advisory Council Recommendations\***

M. Lessing-Turner circulated and reviewed her draft response to the recommendations from the CRHA Advisory Council.

There was a discussion regarding some of the issues brought forward by the advisory council including continuity of care for chronically ill patients and publishing the monitoring results of quality improvement indicators.

The Board was in agreement with the draft responses as presented. This report will be submitted to the Advisory Committee at their next meeting.

## **6.0 COMMITTEE SUBMISSIONS**

### **6.1 NPTP meeting of October 4, 2006\***

Theses minutes were circulated for information. There were no questions or concerns

## **7.0 CEO MONITORING REPORTS**

### **7.1 Financial Condition BP-B-30\***

M. Lessing-Turner reviewed monitoring report BP-B-30, Financial Condition. She added that the CRHA is in a good financial position and as of August 31, 2006 there is a positive variance of approximately \$345,000.00. She reminded the Board that the deficit owing to Manitoba Health is still sitting at approximately \$177,000.00.

#### **Resolution 59/06**

**Moved by D. Macri, seconded by B. Tattuinee to approve CEO monitoring report BP-B-30 Financial Condition.**

**CARRIED**

M. Lessing-Turner noted that we are planning on doing an educational campaign within the community. The community does not understand that the Children's Centre does not fall within the Churchill RHA's global funding and they find it confusing when they see we have a positive variance, but continue to fundraise for the Children's Centre. We can not use global funding to offset any deficit in the Children's Centre.

## **7.2 Compensation and Benefits BP-B-110\***

M. Lessing-Turner reviewed monitoring report BP-B-110 Compensation and Benefits. She stated that compensation and benefits are set out by the unions for unionized staff and by contracts for non-unionized staff.

### **Resolution 60/06**

**Moved by D. Macri, seconded by V. Flett to approve CEO monitoring report BP-B-110 Compensation and Benefits.**

**CARRIED**

## **8.0 POLICY VIOLATIONS**

There were no policy violations to report.

## **9.0 BOARD SELF EVALUATION**

### **9.1 Appointment of Auditors\***

M. Lessing-Turner reported that a request for auditors was sent out. There was one request for more information which was sent. We did not hear back from that company. The only response was from our current auditors, BDO Dunwoody.

The Board agreed that they were in compliance with this policy.

M. Lessing-Turner noted that Mark Verway of BDO Dunwoody would be attending the next meeting to discuss new standards of the auditor general.

## **10.0 POLICY CHANGES**

There were no board policy changes to report.

## **11.0 EDUCATION**

There was no board education to discuss.

## **12.0 COMMUNICATION**

### **12.1 Chairman's Report**

R. Penwarden had no report at this time.

### **12.2 Nunavut Members' Update**

B. Tattuinee and P. Kabloona stated that the MB Provincial Health Conference was very helpful and educational and they really enjoyed it.

P. Kabloona added that he left Kivalliq Health Centre brochures at the CRHA. They are available in the Executive Office.

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

M. Lessing-Turner reviewed her submitted report and made the following additions:

- She met with the armed forces who will be here in Churchill for winter warfare training in March. The meeting confirmed that the Churchill RHA would provide back up health care services during their exercise. She added that their Clinical Assistant would be willing to do a presentation to the Board of Directors. She thought the board would be interested in this presentation as the Churchill RHA has submitted a proposal to host the Family Medicine clinical assist pilot project in Churchill.
- We are working with MB Health to purchase a portable defibrillator for the ambulance. The defibrillator in the ambulance will be moved into the health centre.
- There was discussion about the new digitized x-ray suite that has been approved for purchase.
- She met with three delegates from the University College of the North. They talked about the future plans for UCN. M. Lessing-Turner said that she would like local people to have the opportunity to take their training in Churchill. She would also like to work with UCN to promote CRHA staff members to get their grade 12. UCN is looking at developing an LPN program.

### **12.4 Chief Financial Officer Report\***

B. Sigurdson reviewed her submitted report with the following highlights:

- The NPTP is in a deficit of approximately \$34,000.00 due to an increase in emergency and regular patient travel. There is a 45% increase in travel from last year at this time. M. Lessing-Turner noted that although escort travel does not contribute to this increase, the NPTP program is looking into the issue of patient escorts and looking at developing criteria for community members to become patient escorts.
- D. Macri asked about the high deficit in the Receiving Home. B. Sigurdson reported that CFS on-call rates increased with the last union contract. This in addition to the cost of flying Social Workers in from Thompson to cover CFS and that CRHA staff hours spent on CFS issues are now being cost to this area have all contributed to the increased deficit. There was further discussion about the recommendations made during the audit of our CFS program.

### **12.5 Chief of Staff's Report\***

There was no Chief of Staff report.

### **12.6 Director of Clinical Services & CNO Report\***

D. Martens reviewed her submitted report. She highlighted that we are assisting the hospital in Rankin Inlet by offering mentorship and skill assessment of their international nurses. These are Registered Nurses, who have passed their exams and are registered to practice in Nunavut and Manitoba. She added that Karen Taylor and Fuad Maliha recently spent two days in Churchill.

There was a discussion about the Churchill walking program developed by Public Health, the number of births in Churchill to date and the status of the Kivalliq Health Centre.

### **12.7 Director of Social Services & Chief Planning Officer Report\***

K. Grant reviewed his written report. M. Lessing-Turner added that EMS has established a transfer of function with Dr. O'Flaherty. This transfer of function allows EMS staff to provide a number of advanced care function at the site.

There was a discussion about the probations program. This program is very under funded and is not likely to be continued within the CRHA.

**12.8 Director Human Resources Report\***

Deferred.

**12.9 Audit Committee Report**

An Audit Committee meeting is scheduled for November.

**13.0 NEW BUSINESS**

**13.1 Bachelor Suites in A Block**

M. Lessing-Turner brought this issue back to the table as a request was received from HB Port to accommodate one of their workers for a two week period. There were no hotel rooms available in Churchill during that period of time, so we did accommodate this person.

She reviewed the guidelines for renting out suites in A-Block and noted that Senior Management needs to develop a definite policy to guide them on these issues.

**13.2 Catering Requests**

M. Lessing-Turner reported that a request came in from the Coast Guard to cater to their food needs during their time in Churchill.

There was a lengthy discussion regarding this issue and it was mentioned that the CRHA is funded to provide health services, not catering services.

M. Lessing-Turner noted that a policy needs to be developed in regards to this issue.

**J. Brown excused himself from the meeting at 6:10 p.m.**

**13.3 In Camera Session**

The Board moved in camera at 6:10 p.m. The in camera meeting was adjourned at 7:07 p.m and the board returned to the regularly scheduled meeting. There was no report.

**14.0 CORRESPONDENCE/INFORMATION**

**14.1 John & Miriam Carver Board Leadership Newsletter**

Circulated for information

**15.0 CONSENT AGENDA**

**15.1 Clinical Privileges**

**Resolution 61/06**

**Moved by D. Macri, seconded by J. Massan to approve the clinical privileges of Nancy Hooton, Nurse Practitioner as recommended by the J.A. Hildes Northern Medical Unit.**

**CARRIED**

**B. Tattuinee excused herself from the meeting at 7:10 p.m.**

**16.0 ADVISORY COUNCIL INFORMATION**

As discussed in item #5.4

**17.0 PUBLIC PARTICIPATION**

Louise Lawrie attended the portion of the meeting regarding the medicine wheel.

**18.0 DATE OF NEXT MEETING**

November 23, 2006 at 4:00 p.m.

**19.0 ADJOURNMENT**

The meeting was adjourned at 7:12 p.m.