



REGIONAL HEALTH AUTHORITY
CHURCHILL, MANITOBA R0B 0E0 CANADA

BOARD OF DIRECTORS

Thursday January 25, 2007
Board Room @ 4:00 p.m.

PRESENT:

R. Penwarden, Chair
D. Macri, Vice Chair
J. Massan, Board Member
S. Kernaghan, Board Member
B. Tattuinee, Board Member
V. Flett, Treasurer

TELECONFERENCE:

P. Kabloona, Board Member

RECORDER:

K. McGregor, Executive Assistant

ALSO PRESENT:

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

REGRETS:

J. Brown, MB Health Liaison
B. Sigurdson, Chief Financial Officer

GUEST:

Henry Marynuik, DSM consultant

R. Penwarden Introduced Henry Marynuik, DSM consultant. Henry provided an overview of DSM, his role within the Churchill RHA and how the CRHA would be affected by the roll out of DSM. He highlighted some of the initiatives / projects DSM has worked on for the Churchill RHA such as:

- Purchase of a new ISTAT machine
- Planning for purchase of new x-ray machine
- Infoway Project (digital x-rays). He explained the project and said that Churchill is 3rd or 4th on the roll out of this 2 ½ year project.

1.0 CALL TO ORDER

R. Penwarden called the meeting to order at 5:15 p.m.

2.0 ADDITIONS TO AGENDA

There were no additions to the agenda.

3.0 ACCEPTANCE OF AGENDA

Resolution 01/07

Moved by P. Kabloona, seconded by B. Tattuinee to accept the agenda of January 25, 2007 as presented.

CARRIED.

4.0 MINUTES OF THE PREVIOUS MEETING

4.1 Board of Directors meeting November 23, 2006*

Resolution 02/07

Moved by D. Macri, seconded by V. Flett to approve the November 23, 2006 Board of Directors minutes as presented.

CARRIED.

5.0 BUSINESS ARISING FROM PREVIOUS MEETING

5.1 Backcheck (Criminal Record Checks)

M. Lessing-Turner said that we haven't received any further information on Backcheck. She added that RHAM is developing a provincial policy to address the issue of employees' with criminal charges. We will adopt the policy being developed by RHAM.

6.0 COMMITTEE SUBMISSIONS

6.1 NPTP meeting of November 29, 2006

The minutes were reviewed for information.

7.0 CEO MONITORING REPORTS

7.1 Communication & Counsel to the Board (BP-B-10)

Resolution 03/07

Moved by S. Kernaghan, seconded by J. Massan to approve CEO Monitoring Report BP-B-10 Communication & Counsel to the Board as presented.

CARRIED.

7.2 Asset Protection (BP-B-20)

Resolution 04/07

Moved by V. Flett, seconded by D. Macri to approve CEO Monitoring Report BP-B-20 Asset Protection as presented.

CARRIED.

7.3 Financial Condition (BP-B-30)

Resolution 05/07

Moved by P. Kabloona, seconded by B. Tattuinee to approve CEO Monitoring Report BP-B-30 Financial Condition as presented.

CARRIED.

7.4 ENDS Policies (BP-E-10)

M. Lessing-Turner noted that the board approved the new format for the ENDS policy report at a previous meeting. She reviewed the results of the ENDS policy report.

There was a discussion regarding the various types of education provided (addictions, diabetes, etc). Although our emphasis is the education of students and children we offer this information to adults as well.

There was a discussion regarding the taxi voucher program for seniors. M. Lessing-Turner said that we need to look at the information to see if this program is affecting the medical clinic "no show" rates. The discussion turned to sustainability of the program and M. Lessing-Turner said that we have funding for this program until March 31, 2007. She noted that it is always difficult to sustain a program that is started with grant funding, however we may be able to engage the community people and businesses to continue on with the program.

D. Macri asked if there were any suggestions for the future use of tele-justice. M. Lessing-Turner said that this issue was brought up with the Honourable Minister Eric Robinson, who said that he would discuss it with the Minister of Justice.

Action:

M. Lessing-Turner will discuss the issue of Tele-justice with the Mayor of Churchill and the Honourable Eric Robinson.

Resolution 06/07

Moved by S. Kernaghan, seconded by B. Tattuinee to approve CEO Monitoring Report BP-E-10 ENDS policy as presented.

CARRIED.

8.0 POLICY VIOLATIONS

There were no policy violations to discuss.

9.0 BOARD SELF EVALUATION**9.1 Governing Style (BP-C-20)**

The board is in compliance with policy BP-C-20 Governing Style

9.2 Chairperson's Role (BP-C-90)

The board is in compliance with policy BP-C-90 Chairperson's Role

D. Macri noted that under item #2 it states that the chairperson has no authority to supervise or direct the CEO, so she wondered if the entire board should review / approve the CEO travel reports. It was decided that this would be discussed at a future audit committee meeting.

Action:

M. Lessing-Turner will check with the other CEO's as to how their travel reports are reviewed.

10.0 POLICY CHANGES

There were no board policy changes to review.

11.0 EDUCATION

There will be a one day board education session on February 9, 2007 in Winnipeg.

There was a discussion about who would attend the education session with the understanding that travel to this event would put the board over budget.

It was decided that the following board members would attend the board education session:

- J. Massan
- P. Kabloona
- S. Kernaghan
- B. Tattuinee

12.0 COMMUNICATION**12.1 Chairman's Report**

R. Penwarden reported that the nursing station renovations will start on January 29, 2007. They are allowing 10 weeks for completion. He added that the front steps are not up to standard again and will need to be redone.

12.2 Nunavut Members' Update

B. Tattuinee had nothing to report.

P. Kabloona reported that on January 12, 2007 there was a meeting with the Department of Health and Social Services regarding mental health services in Whale Cove and Arviat. The Psychiatric Nurse position in Whale Cove is being relocated to Arviat as the need in Arviat is greater. He added that there have been complaints from NU medical patients that they are not comfortable staying at the Transient Centre with clients who are there for mental health issues.

12.3 Chief Executive Officer's Report

M. Lessing-Turner reviewed her written report.

J. Massan asked if the status of our EMS license will be affected by Steve Malone's resignation. M. Lessing-Turner stated that our license shouldn't be affected. Mike Swantson has been awarded the position and has already completed a transfer of function with Dr. Awad.

12.4 Chief Financial Officer Report

M. Lessing-Turner reviewed the financial report in B. Sigurdson's absence. There was a discussion about the receiving home finances and occupancy rates.

12.5 Chief of Staff's Report

No report.

12.6 Director of Clinical Services & CNO Report

D. Martens reviewed her report and noted that she was on vacation for the month of December. The negative pressure unit is installed and awaiting some finishing touches. There was discussion about using the negative pressure unit for RSV positive cases.

12.7 Director of Social Services & CPO Report

K. Grant reviewed his written report. He noted that Karen Price was hired as the new CFS worker. Twelve employees completed CPR / First Aid training and an ECE II has been hired and starts on February 5, 2007.

12.8 Director Human Resources Report

M. Lessing-Turner reviewed the submitted Human Resources staffing report. She welcomed Ron Sweeney, Director of Human Resources to the team.

12.9 Audit Committee Report

V. Flett reported that the Audit Committee met on January 16, 2007. The Committee reviewed the Terms of Reference and will be revising them in the near future. They reviewed the effectiveness of reports to the board, including financial reports, to help decide what type of reporting format they prefer.

13.0 NEW BUSINESS

13.1 CCHSA ROP's Patient Safety

M. Lessing-Turner explained the new CCHSA ROP's on Patient Safety. She said that we need to establish at least one year of reporting on patient safety for the upcoming accreditation in May 2008. We need to show full compliance on all 21 of these ROP's in order to be accredited. She said that we already have a number of the issues in place, but need to gather the evidence to show the surveyors.

There is one patient safety ROP that is pertinent to the Board of Directors. The Board needs to show evidence in the strategic plan in regards to patient safety. M. Lessing-Turner suggested that the strategic plan be revised to include patient safety. This will be done at the annual strategic planning day.

13.2 CHCHSD Working Group Update Report

The Churchill Health Centre Health Services Development Working Group met on December 20, 2006. The group is in the process of developing an interim report to be submitted to the NU and MB Ministers of Health. Joe Brown is spearheading the report with Derry Martens, Michel Petit and Norm Hatlevik. The issue of feasibility of the Transient Centre and process for outpatient mental health billing are included in the issues being discussed.

13.3 Review of Internal Audit Recommendations for BRHA

M. Lessing-Turner reported that this document has been updated and distributed for review. Updates will continue and will be presented to the board as they are implemented.

13.3 Contract Renewals

M. Lessing-Turner said that the issue of contract reviews of external service providers was brought forward a long time ago and reinforced during our internal audit. We have external service provider contracts for Physiotherapy, Ultrasound, Chiropractor, Optometrist, etc.

She reviewed the current situation that has developed as a result of reviewing / revising and attempting to standardize these contracts. M. Lessing-Turner stated that she has contacted MB Health for advice on this issue and is waiting to hear back from them before making her decision.

13.5 Strategic Plan

M. Lessing-Turner said that it was brought to her attention by internal auditors that the strategic plan has not been formally approved by the Board of Directors. As discussed in item 13.1, patient safety will be added to the strategic plan and then it will be brought to the Board for formal approval at the March 2007 meeting.

13.6 Monitoring Reports

M. Lessing-Turner noted that she has introduced a new format for her CEO monitoring reports and asked if the board would like her to continue with this format. The board was in agreement that they liked the new format and she should continue with it.

13.7 Policy / Minutes re: in camera sessions

J. Massan stated that minutes have not been recorded at recent in-camera sessions and she wondered if there were any policies addressing this issue.

It was noted that it is not necessary to record the minutes of in-camera sessions as all motions / decisions are made out of camera and recorded in the regular minutes.

13.8 Changes in Electricians Regulations

As covered in item 12.3 CEO report to the board.

13.9 Update on Regency Construction

It was noted that we are still holding back some funds.

13.10 Quality Improvement Restructuring

As covered in item 12.3 CEO report to the board.

13.11 Proposal from BDO Dunwoody

Resolution 07/07

Moved by V. Flett, seconded by J. Massan to appoint BDO Dunwoody as the Churchill RHA Auditors for a four year term beginning with the 2006 / 2007 fiscal year audit. CARRIED.

13.11 In Camera Session

The in-camera session commenced upon adjournment of the regular meeting.

14.0 CORRESPONDENCE/INFORMATION

14.1 Board Leadership Newsletter: John & Miriam Carver

Circulated for information

14.2 Letter from Arlene Wilgosh re: accountability

Circulated for information

14.3 Letter from Town of Churchill

M. Lessing-Turner explained the situation we have encountered regarding excessive fluctuations in temperature within the building. She explained how these extreme heat / cold fluctuations affect our equipment and the fact that we nearly lost a \$50,000.00 piece of lab equipment as a result.

The Town of Churchill has recognized receipt of the letter we wrote to them regarding this issue, they have recognized there are problems in this area and have asked for the support of the RHA in getting the landlords (Provincial Government) to rectify the problem.

M. Lessing-Turner noted that CRHA staff are working under less than ideal conditions in regards to temperature fluctuations, but that we are working on getting the situation resolved.

15.0 CONSENT AGENDA

There were no items to review under the consent agenda.

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

February 22, 2007

19.0 ADJOURNMENT

The Board adjourned the regular meeting at 7:14 p.m. to move in camera.