



**Board of Directors Meeting**  
**Thursday, October 24, 2013**  
**Meeting Number 07.2013.10.24**  
**Selkirk Corporate Office Boardroom**  
**233 Main Street, Selkirk**

**MINUTES**

<b>Present:</b>	D. Kelly, Chair	M. Alexander	D. Cain
	T. Conroy	D. Fitzpatrick	A. Gaffray
	F. Goranson	C. Hart	D. Pepe
	D. Rudyk	H. Slaby	U. Wendt
<b>Regrets:</b>	S. Day	O. Johnston	
<b>RHA Staff:</b>	J. Stinson, CEO C. Ostapyk, VP Finance Dr. M. Thiessen, VP of Medical Services L. Cicierski, Regional Manager, Public Relations & Communications B. Magnusson, Executive Director Human Resources ( <i>AM only</i> ) B. MacKenzie, VP Community Services & CAHO ( <i>AM only</i> ) R. Van Denakker, VP Corporate Services ( <i>PM only</i> ) B. Neufeld, VP Acute Care / CNO ( <i>PM only</i> ) G. Wilson, Executive Assistant (Recorder)		
<b>Guest:</b>	D. Sorin, Regional Manager of Corporate Administration-Executive Assistant to the CEO ( <i>AM only</i> ) T. Kwong, Manitoba Health Liaison ( <i>11:30 am</i> )		

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**1. Call to Order & Adoption of Agenda**

The Chair called the meeting to order at 11:10 a.m. The Agenda was adopted as presented.

**Motion by D. Pepe, seconded by F. Goranson.**

**BE IT RESOLVED THAT:**

**The agenda be adopted as presented.**

**MOTION CARRIED: 07.2013.10.1.0**

**2. Attendance**

**Motion by H. Slaby, seconded by D. Cain.**

**BE IT RESOLVED THAT:**

**The Board of Directors excuse Steve Day and Oral Johnston from meeting attendance.**

**MOTION CARRIED: 07.2013.10.2.0**

At this time, Darlene Sorin, Regional Manager of Corporate Administration and Executive Assistant to the CEO was introduced and introductions made.

**3. Adoption of Minutes**

The September 26, 2013 Board minutes were reviewed and adopted as presented.

**Motion by M. Alexander, seconded by A. Gaffray.**

**BE IT RESOLVED THAT:**

**The minutes from the September 26, 2013 Board meeting be adopted as presented.**

**MOTION CARRIED: 07.2013.10.3.0**

#### **4. Business Arising**

##### **4.1 Annual General Meeting – Feedback**

All agreed that the first Interlake-Eastern RHA Annual General Meeting held on October 7<sup>th</sup> in the community of Lac du Bonnet was a success. It was well attended as more chairs needed to be added, and featured interactive health displays. Feedback received to date regarding the Nurse Managed Care panel discussion is that it was very informative. There was extensive interaction between the audience and the CEO as well as excellent questions. The evening provided a great opportunity for promoting what the Interlake-Eastern Regional Health Authority is all about.

Special thanks to L. Cicierski and her team for a job well done in the organization of the Annual General Meeting.

A copy of the Annual Report will be provided to the Board of Directors.

##### **4.2 RHAM Board Education Feedback**

Board Chairs have been asked to provide feedback from Board members who attended the Board Governance Education Day held on October 8<sup>th</sup>. A questionnaire was distributed at the beginning of the meeting. Please provide your feedback either in writing today or email comments to the Board Chair.

**Motion by D. Cain, seconded by T. Conroy.**

**BE IT RESOLVED THAT:**

**The meeting move "in-camera" at 11:35 a.m.**

**MOTION CARRIED: 07.2013.10.4.2A**

**Motion by D. Rudyk, seconded by A. Gaffray.**

**BE IT RESOLVED THAT:**

**The meeting move "out-of-camera" at 11:42 a.m.**

**MOTION CARRIED: 07.2013.10.4.2B**

##### **4.2.1 Quality and Patient Safety Committee Meetings**

D. Fitzpatrick asked for some discussion with regards to the Quality and Patient Safety Committee meeting times, structure, kinds of issues discussed, etc. He noted that when the Committee was formed, it was thought it should be a Committee of the Whole, but is wondering if this should continue. Discussion followed. It was suggested that an ad hoc committee be formed to look at the structure and the purpose of the Committee.

**Motion by D. Cain, seconded by U. Wendt.**

**BE IT RESOLVED THAT:**

**The Board of Directors supports the formation of an Ad Hoc Committee to look at the structure and purpose of the Quality and Patient Safety Committee.**

**MOTION CARRIED: 07.2013.10.4.2.1**

The ad hoc Committee will be chaired by D. Fitzpatrick and will include Board members, D. Cain, S. Day, D. Kelly, and staff, J. Welham, J. Stinson and C. Ostapyk. The Committee will bring their recommendations back to the Board as a whole. The first meeting of this group will be on Wednesday, November 6, 2013 at 3:00 p.m.

A lunch break was called at 12:08 p.m.  
The meeting reconvened at 12:57 p.m.

#### **4.3 EMS**

The regional EMS Task-Force, co-chaired by R. Van Denakker and B. Neufeld, continues to work with the Union to address the concerns and challenges identified in the survey to EMS staff that was completed in September 2013.

Recent media coverage has highlighted specific challenges in the areas of paramedic recruitment, management-staff communications, and paramedic education.

The CEO and the President of the Manitoba Government Employees Union (MGEU) – that represents paramedics, have pledged to work together to address the issues raised in the survey. Some immediate action includes some EMS management changes intended to help improve communications between management and staff, as well as an immediate review of EMS education with necessary revisions implemented as soon as possible. Additionally, recruitment for vacant full-time paramedic vacancies is underway and additional casual paramedic staff are also being recruited with the intent of filling all full-time paramedic vacancies and increasing the regional casual paramedic pool by 20%.

### **5. New Business**

#### **5.1 Culture of Philanthropy Presentation**

R. Van Denakker provided a brief presentation to the Board regarding a Culture of Philanthropy, which included the definition, benefits, stakeholders, analysis, how do we get there, and next steps. Discussion followed. Does the Board want to go in this direction? The Board agreed that a working group be formed to put together a plan and report back to the Board in April. The working group will include S. Day, D. Cain, U. Wendt, L. Cicierski and R. Van Denakker.

#### **5.2 Local Health Involvement Group (LHIG) Presentation**

J. Stinson noted included in the Board package is the Interlake-Eastern RHA's Local Health Involvement Group implementation proposal which has been submitted to Manitoba Health for approval. A presentation summarizing the plan and criteria was presented by L. Cicierski. Once the plan is approved by Manitoba Health, the timeline would be to begin the roll out in spring.

#### **5.3 Community Health Assessment 2013-2014 – Board Engagement**

The Board of Directors agreed to have at their next meeting of November 21, 2013, a 90 minute Community Health Assessment Focus Group presentation.

### **6. Chair's Report**

Pine Falls Report out of Lean Project: D. Kelly attended this celebration event. She wished to congratulate the team for their accomplishments – the Project was well presented and very impressive.

Crown Corporations Council Education: D. Kelly noted the Crown Corporations Councils requests that registrations to workshop be done online. You can also provide G. Wilson with the workshops you wished to be registered for.

CHA Learning Online: D. Kelly noted T. Conroy and C. Hart expressed an interest in taking CHA Learning courses online. D. Kelly will provide RHAM with this information as RHAM requested RHAs go through them.

## **7. Standing Committee Reports**

### **7.1 Executive Committee**

No report

### **7.2 Finance Committee**

D. Fitzpatrick provided the Finance Committee report in S. Day's absence.

Approved Finance Committee minutes from September 18, 2013 are included in the Board package for information.

C. Ostapyk presented the financial update as of October 31, 2013. The current financial forecast is estimated at a surplus of \$1,273K. New positions are currently being recruited and costs will begin appearing in the 3<sup>rd</sup> quarter.

Other highlights:

- RBC transition underway. Moving forward to the agreement phase.
- Interlake-Eastern RHA received fourth quarter dividends from Healthpro.
- Financial reports continue to be developed in new reporting tool
- Payroll system merger continues with final group transitioning in the next four weeks.

Also included with the Finance package for information:

- Letter from Manitoba Health re: Approved 2013/2014 Safety & Security Projects
- Letter from Manitoba Health re: 2013/2014 Specialized Equipment – Approved Borrowings

**Motion M. Alexander, seconded by U. Wendt.**

**BE IT RESOLVED THAT:**

**The Board of Directors accepts the Non-Consolidated Financial Statements for the period ending August 31, 2013 as presented.**

**MOTION CARRIED: 07.2013.10.7.2A**

The Finance Committee recommends the Board approve a payment of \$100 to the Directors of the Board to cover ink and paper.

**Motion T. Conroy, seconded by D. Pepe.**

**BE IT RESOLVED THAT:**

**The Board of Directors approves payment of \$100 to the Directors of the Board to cover ink and paper.**

**MOTION CARRIED: 07.2013.10.7.2B**

### **7.3 Policy and Planning Committee**

Approved Policy and Planning Committee minutes from August 15, 2013 are included in the Board package for information. F. Goranson reported on the October 17<sup>th</sup> meeting noting that the Committee continues to work through the final review of the Draft Board Policy Manual.

H. Slaby thanked F. Goranson for chairing the meeting in his absence.

#### **7.4 Audit Committee**

Included in the Board package for information are approved Audit Committee minutes of June 19 and September 18, 2013, along with the approved Joint Finance & Audit Committee minutes of June 19, 2013.

U. Wendt reported the Audit Committee met on October 16. The Committee discussed and reviewed financial statement process and internal controls.

### **8. Chief Executive Officer Report**

J. Stinson highlighted portions of the CEO Report to the Board and there was an opportunity for questions.

The CEO suggested the Board may want to consider having a Christmas lunch with the Regional Management Team members and their administrative supports at the December Board meeting. The Board agreed this was a great idea.

At the next Board meeting, Dr. Anthony Anozie will make a presentation with regards to a proposed health capital project in Selkirk.

The Interlake-Eastern RHA is very fortunate to have received a \$20,000 donation from a family in one of our communities, in appreciation for the care of their loved one! In discussions with this family, we are considering that this donation will support the entire operations of one weekend of Camp Stepping Stones in 2014. This weekend will run in honor of their deceased loved one.

The CEO and the Regional Manager for First Nations and Metis Health met with representatives from the Manitoba Metis Federation (MMF) on Friday, October 11<sup>th</sup> to discuss the implementation of a Metis Health Knowledge Network in the Interlake-Eastern RHA. The initial planning meeting for this Knowledge Network is scheduled for mid-January.

The AMM (Association of Manitoba Municipalities) will be tabling a resolution at their November meetings asking government to reduce the community contribution requirement for major health capital projects from 10% to 5%. Further discussion ensued. The Board indicated that it may be worthwhile for the Regional Health Authorities to formally support this resolution with a letter from the Council of Chairs.

**Motion F. Goranson, seconded by T. Conroy.**

**BE IT RESOLVED THAT:**

**The Interlake-Eastern RHA Board of Directors request Diane Kelly, Chair, recommend to the Council of Chairs that the Council send a letter of support for the Association of Manitoba Municipalities (AMM) resolution, to reduce the community contribution requirement for major health capital projects to 5% from 10% that is to be presented at the November AMM meeting in Brandon.**

**MOTION CARRIED: 07.2013.10.8.0**

The recent cabinet shuffle has resulted in a new Minister of Health for Manitoba. The Honorable Erin Selby (MLA for Southdale) is the new Minister of Health. This is Ms. Selby's first senior cabinet post and we look forward to working with her to continue to bring greater

efficiency and effectiveness to the provincial health system through increased patient access to healthcare services.

## 9. Correspondence / Information

The following was included in the Board package for information:

- New Year's Eve "Black & White" Gala *In support of the new Lac du Bonnet Personal Care Home* **NOTE: Tickets are available through G. Wilson**
- November Board Calendar  
Added: November 6 – Quality and Patient Safety Ad Hoc Committee meeting

Other handouts provided at the meeting:

- October 2013 Financial Update
- **Health Innovation Conference 2013 – November 18 & 19, 2013, Winnipeg Convention Centre**  
Registration deadline is November 1, 2013  
**Please contact G. Wilson if you are interested in attending**
- **Health Ethics Forum 2013 – December 10, 2013, Victoria Inn Hotel, Winnipeg**  
Registration deadline is November 22, 2013  
**Please contact G. Wilson if you are interested in attending**

## 10. Round Table

A. Gaffray: Attended Report out of Lean Project in Pine Falls. Very interesting – staff did a great job – signage is excellent.

C. Hart: Involved with a health care research project with the University of Manitoba and First Nation communities. This is a 4 year project and a number of physicians are involved. She noted that in the next few months, information will be shared with the respective RHAs.

M. Alexander: Message from the Living Independence For Elders Group – They wished to express appreciation to Board members who attended the 25<sup>th</sup> anniversary luncheon.

D. Cain: 4<sup>th</sup> Annual Pink at the Rink fundraising event being held in Gimli – October 25<sup>th</sup>. Proceeds go to the CIBC Run for the Cure. All are welcomed.

F. Goranson: The community is becoming more aware of the region and the Board and its interplay with the public.

Congratulations to Faye Goranson who has been selected to receive the 2013 Manitoba Council on Aging recognition award on October 28<sup>th</sup> at the Legislature for her dedication to the betterment of the town of Lundar.

## 11. Next Meeting:

November 28, 2013      10:00 am – 4:30 pm  
Selkirk Corporate Office Boardroom  
233 Main Street, Selkirk

**12. In-Camera**

**Motion by M. Alexander, seconded by H. Slaby.**

**BE IT RESOLVED THAT:**

**The meeting move "in-camera" at 3:40 p.m.**

**MOTION CARRIED: 07.2013.10.12.0A**

**Motion by H. Slaby, seconded by D. Cain.**

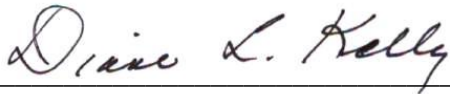
**BE IT RESOLVED THAT:**

**The meeting move "out-of-camera" at 3:48 p.m.**

**MOTION CARRIED: 07.2013.10.12.0B**

**13. Adjournment**

Motion by D. Pepe the meeting be adjourned at 3:49 p.m.



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**Diane Kelly**  
**Board Chair**