



**Board of Directors Meeting  
Thursday, March 27, 2014  
Corporate Office Boardroom  
Sunova Building – 233 Main Street, Selkirk  
Meeting Number 12.2014.03.27**

**MINUTES**

**Present:** D. Kelly, Chair M. Alexander D. Cain (11:10)  
S. Day D. Fitzpatrick (10:20) A. Gaffray  
F. Goranson O. Johnston D. Pepe  
D. Rudyk H. Slaby (*via teleconference*)

**Regrets:** T. Conroy C. Hart U. Wendt

**RHA Staff:** J. Stinson, CEO  
B. Neufeld, VP Acute Care/CNO  
C. Ostapyk, VP Finance & CFO  
R. Van Denakker, VP Corporate Services  
B. Magnusson, Executive Director, Human Resources  
L. Cicierski, Regional Manager, Public Relations & Communications  
G. Wilson, Executive Assistant (Recorder)

**Guest:** T. Kwong, Manitoba Health Liaison

---

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

The Chair called the meeting to order at 10:05 a.m. The Agenda was adopted with the following additions:

- 4.4 Art Selection Committee Update (O. Johnston)
- 5.6 Deloitte Workshop (J. Stinson)
- 5.7 Parking/Signing-in at Corporate Office (J. Stinson)
- 5.8 Nurse Patient Ratio (D. Rudyk)

**Moved by M. Alexander, seconded by O. Johnston.**

**BE IT RESOLVED THAT:**

**The agenda be adopted as amended.**

**MOTION CARRIED: 12.2014.03.1.0**

**2. Attendance**

**Moved by D. Rudyk, seconded by D. Pepe.**

**BE IT RESOLVED THAT:**

**The Board of Directors excuses T. Conroy, C. Hart and U. Wendt from meeting attendance.**

**MOTION CARRIED: 12.2014.03.2.0**

### 3. Adoption of Minutes

The February 27, 2014 Board Minutes were reviewed and adopted as presented.

**Moved by F. Goranson, seconded by A. Gaffray.**

**BE IT RESOLVED THAT:**

**The minutes from the February 27, 2014 Board meeting be adopted as amended.**

**MOTION CARRIED: 12.2014.03.3.0**

### 4. Business Arising

#### 4.1 Board Retreat Update

A meeting is confirmed for the CEO and Board Executive to meet with Dr. Michael Rachlis to discuss content for his presentation at the Board Retreat. The draft agenda for the Board retreat looks like:

Evening of May 21: Board Meet and Greet and Board Orientation

All day May 22: Abbreviated Board Meeting  
Risk Assessment Presentation  
Dr. Michael Rachlis presentation/discussion  
Dinner with the Regional Medical Advisory Committee

Morning of May 23: CEO Report to the Board on operational progress in relation to the Strategic Plan

#### 4.2 Conferences

**National Forum on Patient Experience (West), March 11-12, 2014 in Vancouver:** The Board Chair along with D. Fey, VP Primary Care, and L. Cicierski, Regional Manager, Public Relations and Communications had the opportunity to attend this conference. D. Kelly and L. Cicierski provided a brief summary. Both agreed the conference was very valuable and beneficial. The CEO will meet with the conference attendees to debrief and explore some possible operational applications.

Patient/Client feedback forms: Some discussion ensued regarding the patient feedback forms and processes. The process provides a formalized review of any and all concerns raised to the organization either in person, on line, by telephone or in a letter. A Board member noted that the forms are not easily found at all facilities. B. Neufeld indicated forms should be made readily available and accessible at all facilities and will follow up to ensure.

**2014 National Health Leadership Conference, "Raising the bar: A critical time for bold leadership" June 2-3 in Banff:** T. Conroy and O. Johnston have expressed their interest to attend this conference. The Board supports sending both T. Conroy and O. Johnston to the conference.

#### 4.3 Volunteer Teas – Board attendance

The Region will be hosting Volunteer Teas in appreciation of our many volunteers. These events will be held from April 23 to May 14<sup>th</sup> throughout the region. The schedule was circulated and Directors were asked to sign up for the events they would be attending.

#### **4.4 Art Selection Committee**

At the last meeting, the Committee reviewed the pieces submitted and selected approximately 50 pieces that could be accommodated in the new office. Artists have been advised they were selected. The next Art Selection Committee meeting is scheduled for Friday, April 4<sup>th</sup>.

#### **5. New Business**

##### **5.1 Presentation: Retirement and Long Service Recognition Program**

B. Magnusson, Executive Director Human Resources provided a presentation on the Interlake-Eastern RHA Retirement and Long Service Recognition Program. The program will commence honouring employees celebrating anniversaries and or retirements in the 2014 calendar year. Employees not recognized in 2012/13 due to amalgamation will be included in 2014. It was noted that the program is also inclusive of physicians.

##### **5.2 Annual General Meeting Minutes for Approval**

The Annual General Meeting minutes of October 7<sup>th</sup>, 2013 were reviewed and accepted with a small correction to page 2, last paragraph.

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

**BE IT RESOLVED THAT:**

**The Interlake-Eastern RHA Annual General Meeting minutes of October 7, 2013 be adopted as amended.**

**MOTION CARRIED: 12.2014.03.5.2**

##### **5.3 Celebration Dinner in Honour of Dr. Patricia Martens**

On April 17<sup>th</sup>, the Manitoba Centre for Health Policy will be hosting a dinner in honour of Dr. Patricia Martens who is stepping down after 10 years as Director of the MCHP. Dr. Martens will be honoured for her outstanding contributions to health policy research and the profound impact she has made during her tenure. The Board was very supportive purchasing a table at the event which includes a donation for the Dr. Patricia Martens endowment fund to support student scholarships. Board members interested in attending the celebration dinner are asked to advise G. Wilson.

**Moved by D. Cain, seconded by D. Rudyk.**

**The Interlake-Eastern Regional Health Authority sponsor a table for the celebration dinner in honour of the Directorship of Dr. Patricia J. Martens being held on April 17, 2014.**

**MOTION CARRIED: 12.2014.03.5.3**

##### **5.4 Alan Goddard – Board Governance Training**

Alan Goddard who was involved with governance training offered through the Crown Corporations Council, now has own consulting company. If the Board is interested, Alan could provide an education workshop modified to the Boards wishes. Discussion followed. The Board is supportive of this. A lunch meeting will be set up with the CEO and Board Executive to meet with Alan Goddard and discuss what the workshop could look like. The education day could be scheduled for the end of June or early September.

## **5.5 Dr. Ian Reid**

A suggestion was put forth that the RHA recognize the legacy and contribution of Dr. Ian Reid. Dr. Reid was a founding doctor and very instrumental in the initial Selkirk Hospital. Discussion ensued regarding some of the possibilities i.e., naming the approach to the new hospital; naming of a wing/surgical unit in the hospital, etc. The Board consensus is to pursue the recognition of Dr. Ian Reid in some way. D. Fitzpatrick will follow up with the City of Selkirk in regards to policy on naming streets/roads.

## **5.6 Deloitte**

J. Stinson received an invitation from Deloitte to attend a presentation entitled, Uncommon Insight: Leveraging the power of analytics in the public sector. J. Stinson cannot attend and asked if there would be a couple of Board members interested in attending. The presentation will be on April 8<sup>th</sup>, 2014, lunch from 11:30 -12:00 followed by the presentation and Q&A (12:00 – 1:00 pm). Interest was expressed by F. Goranson, D. Fitzpatrick and T. Kwong. G. Wilson will register each of them for the event.

## **5.7 Parking / Signing in at Corporate Office**

J. Stinson indicated that beginning next week staff will begin to relocate to this building. Because of the number of staff, parking spots will be at a premium and that there is available parking on the street.

J. Stinson noted that Sunova has asked that everyone sign in at the main desk when entering the building for meetings. R. Van Denakker does not think this necessary and will speak to the landlord.

A lunch break was called at 12:07 p.m.  
The meeting reconvened at 1:00 p.m.

## **5.8 Nurse Patient Ratio**

D. Rudyk noted that the subject of nurse patient ratio was brought to her attention. She inquired whether the RHA is contemplating changing the nurse patient ration from 5-6 to 11-12, as was done in B.C. J. Stinson stated that people can be reassured there has been no discussion around this.

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

The Council of Chairs minutes from February 13, 2014 are included in the Board package for information.

D. Kelly indicated Board members' re-appointment letters should be coming out next week and that there will be one new board member appointment.

The draft board budget was circulated and reviewed. Discussion regarding board stipend ensued. At the next Council of Chairs meeting, the CEO and Board Chair will ask the question as to how stipends compares to other provincial Board stipends.

D. Kelly noted that Muriel Alexander will be presented with the Community Futures West Outstanding Volunteer Recognition Award – April 11<sup>th</sup>, 2014. Muriel was nominated by her peers as someone who has shown compassion and selflessness in her community. The Board congratulated Muriel.

The draft Board of Directors meeting schedule for 2014-2015 was reviewed. After discussion it was agreed there would be no December meeting – there would only be the Christmas lunch hosted by the Board for Senior and Regional Management.

## **7. Standing Committee Reports**

### **7.1 Executive Committee**

No report

### **7.2 Finance Committee**

The approved Finance Committee minutes from February 19, 2014 are included in the Board package for information.

The financial statements as of January 31, 2014 were presented and reviewed at this time. Manitoba Health global and one-time funding have been adjusted to reflect the funding letter. The current financial forecast to March 31, 2014 is estimated at a deficit of \$1,365K.

Other Highlights:

- . RBC transition is complete
- . Basic equipment purchasing continues
- . 2014/15 budgeting continues

**Moved by M. Alexander, seconded by D. Fitzpatrick .**

**BE IT RESOLVED THAT:**

**The Board of Directors accepts the Non-Consolidated Financial Statements for the period ending January 31, 2014 as presented.**

**MOTION CARRIED: 12.2014.03.7.2**

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

The Policy and Planning Committee met on March 20<sup>th</sup> and continues with final review/revisions to the Board Policy manual.

### **7.4 Audit Committee**

In the absence of the Committee Chair, C. Ostapyk provided a report.

The Audit Committee met on March 19<sup>th</sup>. The Auditor presented an overview/outline of the Audit Plan. There were no significant issues raised. The on-site audit work will begin early May.

As part of the annual Audit Committee agenda, there were two attestations around internal controls, 1) CEO's declaration of compliance with internal policies; and 2) CFO's attestation on internal controls and financial information. An update on any legal claims and issues was also provided to the Committee.

### **7.5 Quality and Patient Safety Committee**

The next meeting is scheduled for April 16<sup>th</sup>, 2014.

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

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

LHIG (Local Health Involvement Group): Letter from Manitoba Health received approving the Interlake-Eastern RHA LHIG Plan (included in Board package). Anticipate announcement in April with recruitment beginning soon after. J. Stinson provided a brief overview of the anticipated process.

Five new physicians to the region from the IMG (International Medical Graduate) program to begin practice in the next few weeks in the communities of Eriksdale, Pine Falls, Ashern, Gimli and Lac du Bonnet.

An update was provided on the Selkirk Wellness Centre proposal. The group continues to meet with the goal of having the business plan developed by the end of April.

HEW Primary Health Care Clinic officially opened in Beausejour. Drs. Boktor and Campbell are located at the HEW building. A walk in clinic every Friday will be provided. The local newspaper had a great 2 page ad highlighting the Primary Health Care Team .

J. Stinson received a letter from the Canadian Patient Safety Institute acknowledging and recognizing the efforts of a staff member for participating in a focus group collecting feedback on improving the Canadian Patient Safety Week. This letter will be shared with staff.

## **9. Correspondence / Information**

The following was included in the Board package for information:

- Letter from Manitoba Health approving Interlake-Eastern RHA's Local Health Involvement Group (LHIG) Plan
- April 2014 Board Calendar

Other handouts provided at the meeting:

- Draft budget
- Financial presentation

## **10. Round Table**

S. Day: Pleased to see the HEW Primary Health Care Clinic in Beausejour is now open.

F. Goranson: Inquired whether there are any plans for HCA courses in the region. It was noted that a recommendation was made to educational institutions indicating the need for in-region HCA education.

D. Rudyk: Pleased to report positive comments regarding the clinic in Fisher Branch – issue is resolving itself.

Asked if the CEO in his next editorial could speak about Lifeline. There are many seniors who are not aware of this service.

O. Johnston: He is very pleased to see the Assiniboine College LPN program will be delivered in Pine Falls.

D. Pepe: Requested update with regards to services at Winnipeg Beach. J. Stinson noted that the community bathing program is to begin shortly.

**11. Next Meeting:**

The next meeting will be the Inaugural meeting followed by the regular meeting.

**April 24, 2014  
10:00 – 4:30  
Corporate Office Boardroom  
233 Main Street, Selkirk**

**12. In-Camera**

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

**BE IT RESOLVED THAT:**

**The meeting move “in-camera” at 3:42 p.m.**

**MOTION CARRIED: 12.2014.03.12.0A**

**Moved by O. Johnston, seconded by S. Day.**

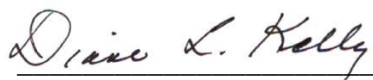
**BE IT RESOLVED THAT:**

**The meeting move “out-of-camera” at 4:04 p.m.**

**MOTION CARRIED: 12.2014.03.12.0B**

**13. Adjournment**

Moved by D. Pepe the meeting be adjourned at 4:05 p.m.



**Diane Kelly  
Board Chair**