



Interlake–Eastern Regional Health Authority

**Board of Directors Meeting
Thursday, October 23, 2014
Corporate Office Boardroom, 233 Main Street, Selkirk
Meeting Number 07.2014.10.23**

MINUTES

Present: D. Kelly, Chair M. Alexander D. Cain
T. Conroy D. Fitzpatrick A. Gafray
F. Goranson O. Johnston D. Pepe
H. Slaby D. Thorsteinson U. Wendt

Regrets: S. Day, D. Rudyk

RHA Staff: J. Stinson, CEO
C. Ostapyk, VP Finance & CFO
R. Van Denakker, VP Corporate Services
D. Sorin, Executive Assistant-CEO (Recorder)

Guest: T. Kwong, Manitoba Health Liaison

1. Call to Order & Adoption of Agenda

The Chair called the meeting to order at 10:12 a.m.

Added to the agenda:

- 4.6 Eriksdale Guild Donation (J. Stinson)
- 5.6 Ebola (J. Stinson)
- 5.7 Ashern Town Hall (J. Stinson)

Moved by H. Slaby, seconded by D. Thorsteinson

BE IT RESOLVED THAT:

The agenda be adopted as amended.

MOTION CARRIED: 07.2014.10.1.0

2. Attendance

Moved by M. Alexander, seconded by F. Goranson

BE IT RESOLVED THAT:

The Board of Directors excuse Steve Day and Donna Rudyk from meeting attendance.

MOTION CARRIED: 07.2014.10.2.0

3. Adoption of Minutes

The September 25, 2014 Board Minutes were reviewed.

Moved by D. Fitzpatrick, seconded by T. Conroy

BE IT RESOLVED THAT:

The minutes from the September 25, 2014 Board meeting be adopted as presented.

MOTION CARRIED: 07.2014.10.3.0

4. Business Arising

4.1 Annual General Meeting – Feedback

The 2nd Interlake-Eastern RHA Annual General Meeting held in the community of Arborg on October 6th was very well attended. Health and wellness displays were well done and generated good interest. The panel discussion received good feedback - thank you to T. Conroy for participating on short notice. There was extensive interaction between the audience and the CEO as well as a good question/answer period.

L. Cicierski and her team are to be commended for a job well done in the organization of the Annual General Meeting.

4.2 Accreditation – Review of Governance Standards

C. Ostapyk presented and reviewed High Priority Standards 7-13 with the Board.

7.9 The governing body oversees the development of the organization's talent management plan: Yellow rating. Discussion on how this is managed through performance reviews. Further discussion of oversight will go to the Policy and Planning Committee for action.

9.2 The governing body monitors organization-level measures of client safety: Yellow rating. Quarterly reporting on critical incidents and occurrences are being provided. The Quality & Patient Safety Committee is currently reviewing indicators and potentially expanding these reporting requirements.

12.1 The governing body identifies the data and information it needs to monitor the organization's performance. Yellow rating. A plan focused on delivering strategic indicators and measures is underway through the Quality & Patient Safety Committee.

13.4 The governing body follows a process to regularly evaluate its performance and effectiveness. Yellow rating. As per Board policy, a Board self-evaluation is completed annually with the next report due in March.

13.6 The governing body regularly evaluates the performance of the board chair based on the established criteria. Red rating. There is a Board Chair section in the Board self-evaluation form and perhaps this needs to be separate. Action for the Policy and Planning Committee to review and consider having the Chair section returned to the Executive Committee rather than the Chair.

13.7 The governing body regularly reviews the contribution of individual members and provides feedback to them. Yellow rating. The Board Chair meets with individual members to discuss how they see their role on the board. If Chair feels there are issues, these are addressed directly with the individual. Action to Policy and Planning Committee - add a bullet to the policy outlining this process.

13.8 The governing body regularly assesses its own function using the Governance Functioning Tool: Green rating. This tool was recently used. Action to Policy and Planning Committee to formalize in a policy.

13.10 The governing body identifies and addresses opportunities for improvement in how it functions: Green rating. On-going process. Action to Policy and Planning Committee to formalize.

4.3 Board Education Day – November 28, 2014

An updated proposal was distributed for information. The workshop will be held at the Selkirk Inn and Conference Centre on Friday, November 28, 2014.

4.4 Judge George Award Update

The Judge George Award will be presented at a luncheon hosted by the RHAM Council of Chairs on November 13th at 12:30 pm in the Golden Boy Room at the Legislative Building.

4.5 Anozie Project MOU

A draft Memorandum of Understanding was provided for discussion and consideration.

Moved by A. Gaffray, seconded by H. Slaby

BE IT RESOLVED THAT:

The Board of Directors supports the Anozie Project Memorandum of Understanding in principle with the changes to #3 as suggested.

MOTION CARRIED: 07.2014.10.4.0

A lunch break was called at 12:10 p.m.
The meeting reconvened at 12:40 p.m.

4.6 Eriksdale Guild Donation

The Eriksdale Guild will be presenting the hospital with a donation of \$10,000 to go towards a cardiac monitoring system. A date and time for the presentation will be arranged and we will ensure Board members, F. Goranson and M. Alexander are available to attend.

5. New Business

5.1 Enterprise Risk Presentation – Ernst & Young

Presentation by Ernst & Young included:

Enterprise Risk Management key concepts and framework

- ERM components
- ERM framework
- Approach and activities completed

Review of risk register

- EY healthcare risk universe

Detailed review of risk register for high priority risks

Moved by U. Wendt, seconded by T. Conroy.

BE IT RESOLVED THAT:

The Board authorizes Senior Leadership to move forward with Enterprise Risk Management with Ernst & Young.

MOTION CARRIED: 07.2014.10.5.1

5.2 French Language Services Plan Presentation

French Language Services Coordinators, Lori Carriere and Michele Berthelette, provided the Board of Directors with a presentation on the FLS plan.

5.3 2014 Health Ethics Forum – December 9, 2014

The 2014 Health Ethics Forum is being held on Tuesday, December 9th 2014 in Winnipeg. The forum brochure was included in the Board package for information. If you are interested in attending, please advise G. Wilson.

5.4 HR Review Update

The CEO provided an update on the Human Resources Department review being undertaken by Chotka Consulting. It is expected to be complete by the middle of December.

5.5 Hospital Instability Challenges

The CEO met with the Deputy Minister to discuss Interlake-Eastern RHA hospital service instability and presented a plan for stabilizing regional hospital operations. The Briefing Note was included in the Board package. J. Stinson also shared the letter received from Manitoba Health and his response letter.

5.6 Ebola

J. Stinson provided an update on Ebola preparations that have been undertaken in our region. A memo has been provided to the Interlake-Eastern RHA staff with this information along with guidance on how to ensure you are aware and following protocols in place, and answers to frequently asked questions for staff who work directly with clients and staff who don't.

5.7 Ashern Town Hall November 19 at 7:00-9:00 pm

A Town Hall will be held in the community of Ashern on November 19th, 2014 at 7:00 pm. Ads will be placed in local area papers. Board members are welcomed to attend.

6. Chair's Report

The Chair attended the official opening of the Lac du Bonnet Support Centre in promotion of optimal mental health on September 26, 2014.

The Chair also attended the Interlake-Eastern RHA Annual Long Service Dinner on October 1st held at the Elmhurst Golf and Country Club. This marked the first time doctors were also recognized at this event.

The CEO, Board Chair, and Vice Chair attended Premier Selinger and the NDP Caucus luncheon reception on October 7th. The lunch was hosted by Greg Dewar, MLA for Selkirk.

The Board is invited to attend the ribbon cutting ceremony for the Community Bathing Program at Isfeld Villa in Winnipeg Beach on Thursday, October 30th at 1:00 p.m. D. Kelly and D. Pepe will be attending.

The Board Chair reminded Board Directors to complete and return the CEO Evaluations as soon as possible.

The Board Chair advised that D. Rudyk is in hospital. Flowers will be sent to her on behalf of the Board.

The Board Chair will not be available for the next two weeks – Vice-Chair, D. Fitzpatrick will be covering.

7. Standing Committee Reports

7.1 Executive Committee

No meeting.

7.2 Finance Committee

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

C. Ostapyk presented the financial update as of August 31, 2014. The year to date deficit is \$1.5 M. Unbudgeted MNU settlement reflected and first full month with additional 4 hours of service in the Selkirk Hospital ER.

Other Highlights:

- Funding letter allocation has been submitted to Manitoba Health and will be reflected in the September statements
- Planning for the 2015/16 budget has begun
- 2014/15 basic equipment purchasing in process

Moved by O. Johnston, seconded by M. Alexander

BE IT RESOLVED THAT:

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

MOTION CARRIED: 07.2014.10.7.2A

Acute Care Proposal:

J. Stinson explained that a minor treatment area would be established to facilitate treatment of patients for triage levels 4 and 5 (non-urgent and low risk). This will ease the pressure on the Emergency Room staff and services and promote safe and timely treatment of patients.

C. Ostapyk provided the cost implications. The Finance Committee recommends the Board support this proposal.

Moved by O. Johnston, seconded by D. Pepe

BE IT RESOLVED THAT:

The Board of Directors supports the Acute Care Proposal as presented.

MOTION CARRIED: 07.2014.10.7.2B

7.3 Policy and Planning Committee

Included in the Board package are the approved minutes from September 18th, 2014. H. Slaby noted that the Major Capital Projects report dashboard will be provided to the Board on a monthly basis and the Safety and Security Projects report dashboard will be provided on a quarterly basis.

7.4 Audit Committee

The next meeting is scheduled for December 17, 2014 via teleconference.

7.5 Quality and Patient Safety Committee

The approved Quality & Patient Safety Committee minutes from August 20, 2014 are included in the Board package for information. O. Johnston provided a verbal report on the October 15th meeting. The Committee defined quality, reviewed and discussed the draft Quality Framework document. Canadian Patient Safety Week will be held October 27-31, 2014.

The next Quality & Patient Safety Committee meeting is scheduled for December 3, 2014.

8. Chief Executive Officer Report

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

An update was provided in regards to physician recruitment efforts through Waterford Global. A third site visit was conducted and all comments were positive. Six physicians have been interviewed with four of these physicians brought for a Pinawa-Lac du Bonnet-Whitemouth site visit and further discussion. The RHA is currently working through Waterford Global on employment offers to two of these physicians with a third offer pending based on that physician's confirmation of writing the Canadian College of Family Physicians (CCFP) practice exam.

The staff survey results summary will be presented to the Board at a future meeting.

9. Correspondence / Information

The following was included in the Board package for information:

- Regional PCH / Supportive Housing Waitlist
- Regional Medical Advisory Committee Minutes (September 15, 2014)
- Regional Ethics Council Meeting Minutes (September 22, 2014)
- November Board Calendars

Handouts provided at the meeting for information:

- Updated Board education proposal
- Letter from Manitoba Health to J. Stinson
- Response letter from J. Stinson to Manitoba Health
- Financial presentation

10. Round Table

Comments were provided regarding the RHA Annual Workshop sponsored by the Manitoba Centre for Health Policy held October 21st and the RHAM Board Governance education day held on October 22nd.

11. Next Meeting:

November 27, 2014 10:00 – 4:30
Corporate Office Boardroom
233 Main Street, Selkirk

12. In-Camera

Moved by O. Johnston, seconded by H. Slaby

BE IT RESOLVED THAT:

The meeting move “in-camera” at 4:35 p.m.

MOTION CARRIED: 07.2014.10.12.0A

Moved by D. Pepe, seconded by H. Slaby

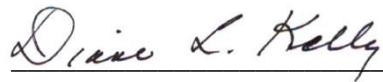
BE IT RESOLVED THAT:

The meeting move “out-of-camera” at 4:50 p.m.

MOTION CARRIED: 07.2014.10.12.0B

13. Adjournment

Moved by D. Thorsteinson the meeting be adjourned at 4:55 p.m.



Diane Kelly
Board Chair