



Interlake–Eastern Regional Health Authority

Board of Directors Meeting

Thursday, April 27, 2023

Selkirk Regional Health Centre – 120 Easton Drive, Selkirk, MB

Meeting Number 01.2023.04.27

MINUTES

Present: Michele Polinuk; Chair
Cyndi Typliski, Vice-Chair
Murray Werbeniuk
Arnthor Jonasson
Lynette McDonald
Steven Brennan

Debbie Fiebelkorn
Judith Cameron (*virtual*)
Tammy Hagyard-Wiebe
Susan Bater (*virtual*)
Penny Anne Wainwright

Regrets:

Absent:

RHA Staff: Marion Ellis, CEO
Dorothy Forbes, Regional Lead, Corporate Service and Chief Financial Officer
C. Cole, Executive Assistant (Recorder)

1. Call to Order

M. Polinuk, Chair, called the meeting to order at 1:51 p.m.

2. Welcome

M. Polinuk welcomed everyone to the meeting.

3. Adoption of Agenda

The Board reviewed the agenda and there were no additions brought forward.

Moved by M. Werbeniuk, seconded by L. McDonald

BE IT RESOLVED THAT:

The agenda be adopted as presented.

MOTION CARRIED: 01.2023.04.3.0

4. Traditional Land Acknowledgement

L. McDonald addressed the Treaty Land Acknowledgment.

“Interlake-Eastern Regional Health Authority delivers health-care services on First Nation Treaty Territories 1, 2, 3 and 5 and on the homeland of the Red River Métis Nation. We respect that First Nations treaties were made on these territories, acknowledge harms and mistakes, and we dedicate ourselves to collaborate in partnership with First Nations, Inuit and Red River Métis peoples in the spirit of reconciliation.”

5. Attendance

M. Polinuk provided roll call.

J. Cameron and S. Bater joined virtually.

All other Board of Directors attended in person at the Selkirk Regional Health Centre.

Moved by C. Typliski, seconded by T. Hagyard-Wiebe

BE IT RESOLVED THAT:

All Board of Directors are in attendance, in person and virtually at the April 27, 2023 meeting.

MOTION CARRIED: 01.2023.04.5.0

6. Adoption of previous minutes (March 23, 2023)

The March 23, 2023 Board of Directors minutes were reviewed.

Moved by C. Typliski, seconded by P.A. Wainwright

BE IT RESOLVED THAT:

The minutes from the March 23, 2023 Board meeting be adopted as presented.

MOTION CARRIED: 01.2023.04.6.0

7. Business Arising – None

8. New Business

8.1 Governance Accreditation Preparation

Breann Zelenitsky, Quality & Accreditation Coordinator and Katherine Podaima, Regional Lead Quality, Patient Safety & Accreditation joined virtually at 1:49 p.m. to review and approve the March 2023 drafted Governance Functioning Tool Action Plan, review of the Governance Standards results from June 2019, and provide a refresher on the Governance Standards.

The Governance Functioning Tool Action Plan will continue to be a living document. Recommendation is to approve the actions plan set out from the March 23, 2023 meeting.

Motion by A. Jonasson, seconded by J. Cameron

BE IT RESOLVED THAT:

The Board of Directors approves the Governance Functioning Tool Action Plan as presented.

MOTION CARRIED: 01.2023.04.8.1

Next steps will be to upload the final 2022 action plan on the Accreditation Surveyor portal. In addition, the updated examples of commonly asked “high priority” surveyor questions will be shared with the Board as reference in preparation for the May and June meetings.

A calendar invite will be distributed to the Board for the June 19, 2023 from 9:15 a.m. – 10:15 a.m. Accreditation Governance meeting. A virtual option will be provided.

Breann Zelenitsky and Katherine Podaima will be joining the Board again in May to review the on-site visit schedule, provide a Governance Priority Process Preparation (Mock Governance Tracer with Jo-Ann Welham, Accreditation Canada Surveyor). This will provide the Board time for dialogue and debrief.

The Board thanked Breann and Katherine for joining, and they left the meeting at 2:30 p.m.

9. Chair’s Report

Michele Polinuk provided her Chair’s report:

- Communications has lined up a photographer for the June Board meeting. The Board will be having head shots and a group photo done. These will be used for the website and communication that goes out throughout the year. A reminder will be provided to the Board closer to the day.
- The Transformation Management Office (TMO) has offered a 2024/25 Annual Operating Plan (AOP) planning guidance briefing to all Service Delivery Organization (SDO) Boards. The TMO will be attending the May Board meeting to present the new approach as there has been significant changes from recent years. This approach is to ensure SDO Boards are aware and able to ask any questions or address any concerns they have.
- Dr. Charles Penner will be attending the June Board meeting to provide a presentation overview on the Medical By-laws, rules and regulations.
- The Board Chair, along with the Vice Chair, provided an orientation session to the newly appointed Board member, Steven Brennan. Orientation material is located on the Board Diligent site under the resources centre. The orientation material is a good use of resource for new and existing Board members.
- The Board Chair noted that she will be touching base with all the Chairs of the sub-committees to connect and discuss anticipations going forward.
- Unscheduled breaks will be provided throughout the Board meetings going forward.
- Acknowledgment went out for Administrative Professionals' Day, that took place on Wednesday, May 26, 2023. Special thanks for C. Cole for the support provided to the Board.

10. Chief Executive Officer Report

10.1 March CEO Report to the Board – Executive Summary

M. Ellis, CEO, provided a high-level executive summary overview to the Board, highlights included:

- The Interlake-Eastern Regional Health Authority (IERHA) French Language Services (FLS) report was completed, reviewed and approved by the Chief Executive Officer, and submitted on April 20, 2023 to the Provincial Francophone Affairs Secretariat.
- A Smudging policy and an Indigenous Procurement policy has been created and is expected to be implemented and roll out in May of 2023.

- Attended local community engagement and operational table meetings with the; Rural Municipality of West Interlake, Association of Manitoba Municipalities (AMM) Spring Conference and the North Eastman Community Health Council meeting.
- Averill Stephenson has accepted the Executive Director position for the Interlake Eastern Health Foundation. Monday, May 1, 2023 will be her start date.
- Manitoba Health Marketing Strategy - Shared Health communications is supporting the development of marketing and other materials to aide in the recruitment of health care workers to Manitoba's health system.
- Digital Shared Services is embarking on an initiative to create a Digital Roadmap that will support the strategic/clinical priorities of the health system. Engagement meetings continue to take place with Service Delivery Organizations.
- Bilateral meetings have been established between Manitoba Health and each Service Delivery Organization (SDO). The purpose of these meetings is to strengthen overall performance in the health system from Government to Service Delivery. The IERHA first meeting was June 14, 2022 and we continue to meet every three to four months. Our latest meeting that occurred on April 18, 2023. The IERHA Board Chair was invited to attend, and is the first Board Chair to attend a bilateral meeting in the SDOs.

The April 2023 fulsome CEO Report to the Board on progress was included in the package.

Opportunity for questions was provided.

11. Committee Reports

11.1 Finance Committee

11.1.1 Approved Finance Minutes

The approved Finance Committee minutes from March 16, 2023 are included in the Board package for information.

11.1.2 Finance Presentation

D. Forbes reviewed the reconciliation to February 28, 2023 financial statements, providing a summary of changes from the preliminary statements to the final consolidated statements & financial statement. All entries are accounting adjustments that are anticipated for year-end.

Motion by C. Typliski, seconded by J. Cameron

BE IT RESOLVED THAT:

The Board of Directors accepts the Non-Consolidated Financial Statements for the period ending February 28, 2023 as presented.

MOTION CARRIED: 01.2023.04.11.1.2

11.2 Audit Committee

No. report. The next Audit Committee meeting is scheduled for June 15, 2023.

11.3 Quality and Patient Safety Committee

No report. The next Quality and Patient Safety Committee meeting is scheduled for May 25, 2023.

11.4 Education, Policy and Planning Committee

11.4.1 Approved Education, Policy and Planning Minutes

The approved Education, Policy and Planning minutes from March 16, 2023 are included in the Board package for information.

11.4.2 Appendix 6: Education, Policy and Planning Terms of Reference

J. Cameron outlined the suggested track changes to Appendix 6: Education, Policy and Planning terms of reference.

Recommendation would be to change the maximum number of members to four, from six. With a maximum of six, that would be inclusive of approximately the full Board. A maximum of four members is in line with the other Board sub-committees.

Motion by M. Werbeniuk, seconded by L. McDonald

BE IT RESOLVED THAT:

The Board of Directors approves the recommended changes to Appendix 6: Education, Policy and Planning terms of reference as presented.

MOTION CARRIED: 01.2023.04.11.4.2

11.5 Indigenous Health Committee

No report. The next Indigenous Health meeting is scheduled for May 18, 2023.

12. For Information

12.1 Record of Attendance Form

The Record of Attendance Form was included for information. This form will be circulated at each in person Board meeting to record attendance. For members joining virtually, administration is able to pull a report from the virtual platform. This form and report will be used as backup for audit and tracking purposes.

12.2 IERHA Board Contact Listing

The IERHA Board Contact revised listing is included for information.

13. Next Meeting

- Thursday, May 25, 2023 @ 12:30 p.m.
Selkirk United Church – 202 McLean Ave., Selkirk, Manitoba

14. In Camera

D. Forbes and C. Cole left the meeting at 3:42 p.m.

In attendance:

M. Polinuk, M. Werbeniuk, C. Typliski, J. Cameron, D. Fiebelkorn, S. Bater, P.A. Wainwright, A. Jonasson, T. Hagyard-Wiebe and M. Ellis (left at 3:48 p.m.).

Moved by D. Fiebelkorn, seconded by A. Jonasson

BE IT RESOLVED THAT:

The meeting moved “in camera” at 3:42 p.m.

MOTION CARRIED: 01.2023.04.14A

Moved by S. Brennan, seconded by J. Cameron

BE IT RESOLVED THAT:

The meeting moved “out of camera” at 3:56 p.m.

MOTION CARRIED: 01.2023.04.14B

15. Adjournment

Moved by P.A. Wainwright, the meeting be adjourned at 3:56 p.m.