



North Eastman Health Association Inc.

Association de santé du Nord-Est inc.

Board of Directors Meeting – MINUTES
Meeting Number 08.2009.04.27
NEHA Corporate Office – Board Room
April 27th, 2009

Board Members Present: M. Mills (Chair), F. Barker, R. Carmichael, T. Conroy, S. Day, D. Franklin O. Johnston, B. Kramble, D. MacDonald, V. Mathews, B. Sabanski H. Slaby, F. Thompson

Regrets: K. Kost

Staff present: Jim Hayes, Chief Executive Officer
Judy Coleman, VP - Programs & Services
Donna DeMarco, VP - Finance & Support Services
Bonnie Frith, VP - Quality & Organizational Development

Recorder: Gisele Wilson, Executive Assistant – CEO

1. Call to Order and Adoption of Agenda

The Chair called the meeting to order at 6:03 p.m. The agenda was adopted with the following addition:

4.2 Pinawa Lions Donation (B. Sabanski)

Motion by H. Slaby, seconded by B. Kramble.

BE IT RESOLVED THAT:

The agenda be adopted as amended.

MOTION CARRIED: 08.2009.1.0

2. Presentation

Bonnie Frith, VP - Quality & Organizational Development, noted that Accreditation Canada has asked organizations to develop action plans. Typically Accreditation Canada provides the organizations with their template. Accreditation Canada has advised us that we do not need to use their template, we can submit our own. We are the only organization that we are aware of that has been given this opportunity. Bonnie reviewed the Governance Action Plan document with the Board and received feedback/comments. She also identified a list of actions (email sent to the Board with the Action Plan) that could be accomplished right away and that would not need to be put into the Action Plan template.

T. Conroy noted that GP.2 Board Job Description will need to be brought back to the Board for approval. G. Wilson will email the proposed revision to GP.2 policy to the Board prior to the next meeting. At this time, a notice of motion is being given for Board approval of GP.2 at the next Board meeting.

Discussion after each action followed.

Action #3 (pg 5/6) – will change the wording from Mentorship Program to Mentorship Process. We will also need to ensure that the new Board Member orientation documentation is included in the Surveyor's Documentation Room.

Action #7 (pg 13/14) – Rewording of the action. Include under actual results, “Increased participation at AGMs”.

Action #9 (pg. 17/18) – Reworded “actual results” to read: “Task assigned to Senior Staff for completion and Board collaboration and approval.

3. Adoption of Minutes

The minutes of the April 14th, 2009 meeting were reviewed and adopted as amended (page 2 – typo; potion should be portion).

Motion by T. Conroy, seconded by V. Mathews.

BE IT RESOLVED THAT:

The minutes of the April 14th, 2009 meeting be adopted as amended.

MOTION CARRIED: 08.2009.2.0

BUSINESS ARISING

3.1 Draft Pine Falls Role Statement

J. Hayes indicated that the Draft Pine Falls Capital Project Primary Health Care Centre / Aboriginal Traditional Healing Role Statement document was distributed to the Board at the last meeting for their review and in preparation for discussion. The Role Statement is a description of what we want the Centre to be in the future. The Planning Team will also be touring other sites providing traditional healing practices and incorporate best practices into our project.

The Board provided their feedback, suggestions, and re-wording of parts of the document. J. Hayes and J. Coleman indicated that the Board’s suggestions will be taken into consideration and provided to the Planning Committee for the final wording of the document.

The chair called a break at 7:40 p.m.
The meeting reconvened at 7:50 p.m.

3.2 RHAM/WRHA Ethics Proposal

J. Hayes noted that the RHAM/WRHA Ethics Proposal was presented for information at the last Council of Chairs meeting. The RHAM Proposal involves contracting with the WRHA for the provision of Ethics services to the RHAs. The cost of this service will be \$23,995.55 per year. J. Hayes reported that it is his understanding that all RHAs are committed to entering into this contract. J. Hayes indicated that he had advised Randy Lock that for North Eastman Health Association, Board approval would be required. Discussion ensued. J. Hayes indicated that we have been fortunate to utilize the services of Dr. Jim Read, Ethicist for the Salvation Army for Canada in relation to the development of ethics services within our Region during the past few years. However, in light of this proposal, he advised that the sustainability of Dr. Read’s involvement will be difficult in the future. J. Hayes also noted that individual RHAs felt that, in light of Accreditation requirements, RHAs could not provide these services on their own for \$24,000.

Further discussion followed. There is some concern that the proposal does not provide much detail in relation to the specific programs and services that would be available to the RHAs. The question was raised regarding if this proposal is not supported by all RHAs, is there potential that our contribution could go up accordingly? M. Mills noted that we need to get more specific information regarding the benefits to the RHAs. J. Hayes will get further information from Randy Lock and will bring this information back to the Board at the next meeting.

3.3 Annual General Meeting locations

The Board discussed the past locations for our Annual General Meetings. Last year we held the Annual General Meetings in Beausejour and Victoria Beach. After a show of hands, it was agreed that this year the Annual General Meetings will be held as follows:

Tuesday, September 29 th , 2009	Whitemouth	Master of Ceremonies will be T. Conroy
Thursday, October 1 st , 2009	Seymourville	Master of Ceremonies will be F. Barker

4. New Business

4.1 EMS Meetings (Dates & Locations)

J. Hayes noted that this is a work in progress. The Town of Lac du Bonnet has confirmed that he and M. Mills will be attending the May 28th, 2009 council meeting. The invitation is being extended to the RM of Lac du Bonnet and the LGD of Pinawa. J. Hayes also noted that we have not yet been in touch with the RM of Reynolds and Whitemouth, but will look to do this over the next couple of weeks. J. Hayes anticipated that this consultation would continue over the next couple of months.

J. Hayes noted that a Town Hall meeting is being organized by the Medical Health Care Committee of Lac du Bonnet & Area in which he and M. Mills will be attending on May 21st, 2009.

4.2 Pinawa Lions Donation

B. Sabanski noted that the Pinawa Lions have donated to the Pinawa Hospital, 3 flat screen TVs for a total amount of \$2,000. The Pinawa Lions will also be installing them.

5. Board Governance

5.1 Chair's Report

M. Mills noted that she has received an invitation from Vera Cardinal to attend the Medical Health Care Committee of Lac du Bonnet and Area's Town Hall meeting on May 21st at 7:00 pm at the Lac du Bonnet Centre. The letter states that primary focus of the meeting will be:

- critical shortage of personal care home beds and senior housing;
- the proposed relocation of ambulance services by NEHA; and
- the reopening of a day emergency facility in the town of Lac du Bonnet.

M. Mills informed the Board that the Minister of Health has confirmed the appointments and re-appointments of Board members. Our new Board member is Mr. Ian Goodall-George. He is a resident of the Springfield District and has been a member of the District Health Advisory Council since 2003. Also, congratulations to Dan Franklin, Bob Carmichael, Karen Kost and Barbara Sabanski for their re-appointment to the Board.

A reminder to the Board that the annual Retirement and Long Service Dinner is on Tuesday, May 12th at Rembrandts Bistro.

6. CEO / Operational Items

6.1 CEO Report

Town Hall Meeting – May 21: J. Hayes briefly reviewed the focus items indicated in the invitation letter to attend the Town Hall meeting.

Lac du Bonnet Regional Airport Authority: J. Hayes indicated that he has received an invitation to attend a Lac du Bonnet Regional Airport Authority meeting on May 6th at 8:00 p.m. J. Hayes will attend along with J. Ferens, Director of EMS services. J. Coleman cannot attend due to a previous commitment.

Summer Staffing Operations: J. Hayes indicated that as in previous years, we have reviewed our staffing situation in our facilities for the summer months. J. Hayes asked J. Coleman to provide an overview of our staffing in our Hospitals and Personal Care Homes. J. Coleman indicated that we will continue to need to utilize Agency Nurses particularly in our Hospitals. We will be able to maintain services in all of our facilities although it is likely that we will need to reduce our in-patient bed capacity at the Pine Falls Hospital 23 beds to 14-17 beds during the summer, depending on our ability to cover vacant shifts.

Severe Respiratory Illness (SRI) and Human Swine Influenza: J. Hayes noted that we are working with Manitoba Health & Healthy Living regarding this situation. Cases of mild swine influenza have been reported in Nova Scotia and British Columbia. J. Hayes noted that Senior Management along with Suzanne Dick, Infection Control and Jay Ferens, EMS met earlier today and had a good meeting in terms of getting ready to activate our Incident Command Centre and Pandemic Preparedness Plan as needed. We are in daily communication with the province and will wait for direction from the province along with Dr. Joel Kettner's office. We continue to monitor this and at this point in time, we are going from day to day. Communication to staff will most likely come tomorrow through Dr. Kettner's office.

Draft Operating Budget 2009/10: J. Hayes indicated that included in the Board package is the Draft Operating Budget for 2009/10 which includes the following documents:

- Funding allocation for the year ended March 31st, 2010;
- Additional staffing needed to address volume related operational pressures;
- Budget worksheet; and
- Board of Directors budget.

The Budget information will be reviewed in detail at the next Finance, Capital Planning & Audit Committee meeting on May 11th, 2009 and then subsequently at the Board meeting.

J. Hayes expressed his appreciation of all the work being done by D. DeMarco, K. Hanna and K. Schulz in the preparation of the budget. He also indicated that funding letters from Manitoba Health & Healthy Living should be coming shortly to the RHAs.

7. Correspondence

- Draft Minutes from the DHAC Meeting – March 17, 2009

Included for the Board's information and as requested, Draft Minutes from the District Health Advisory Council meeting on March 17th, 2009

- 2009 May Board Calendar

8. Adjournment

The meeting ended at 9:06 p.m.

Motion by B. Kramble, seconded by D. Franklin.

BE IT RESOLVED THAT:

The meeting be adjourned at 9:06 p.m.

MOTION CARRIED: 08.2009.8.0

NEXT MEETING:

Inaugural Meeting and Regular Meeting

Monday, May 11th, 2009 – Corporate Office Boardroom

5:30 Supper / 6:00 pm Meeting