



North Eastman Health Association Inc.

Association de santé du Nord-Est inc.

Board of Directors Meeting – MINUTES
Meeting Number 12.2009.06.22
NEHA Corporate Office – Board Room
June 22nd, 2009

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

Regrets: I. Goodall-George

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 6:02 p.m. The agenda was adopted with the following addition:

- 4.1 Volunteer Appreciation BBQ (V. Mathews)
- 4.2 Payroll, Purchasing and ISS Building (B. Carmichael)

Motion by H. Slaby, seconded by K. Kost.

BE IT RESOLVED THAT:

The agenda be adopted as amended.

MOTION CARRIED: 12.2009.1.0

2. BDO Dunwoody - Presentation of the Audited 2008/09 Audited Financial Statements

D. DeMarco introduced Marc Rivard, Audit Review Partner, BDO Dunwoody. She remarked that BDO Dunwoody have been our external auditors for the past four years. From a management and finance perspective the audit went very well. D. DeMarco noted that Marc has presented and reviewed the audited financial statements in detail with the Finance, Capital Planning & Audit Committee.

At this time, Marc presented and briefly reviewed the 2008/09 Audited Financial Statements with the Board and answered any questions they had. For year ending March 31, 2009 the total revenue was \$55,901,643, which includes Manitoba Health & Healthy Living income, non-insured income, offset and other income, amortization of deferred contributions and ancillary income and total expenditures was \$55,701,791 leaving a surplus of \$199,852.

F. Thompson noted that the Finance, Capital Planning & Audit Committee reviewed the statements thoroughly and recommend the Board's acceptance.

Motion by F. Thompson, seconded by D. Franklin.

BE IT RESOLVED THAT:

**The North Eastman Health Association Board of Directors hereby accept the 2008/2009 year-end audited financial statements as presented to the Board of Directors on June 22nd, 2009 by BDO Dunwoody.
MOTION CARRIED: 12.2009.2.0**

One original copy of the statements was signed by the Board Chair and Treasurer.
Marc left the meeting at 6:20 p.m.

3. Adoption of Minutes

The minutes of the May 25th, 2009 Meeting were reviewed and adopted with some suggested changes.

Motion by B. Sabanski, seconded by B. Kramble.

BE IT RESOLVED THAT:

The minutes of the May 25th, 2009 meeting be adopted as amended.

MOTION CARRIED: 12.2009.3.0

BUSINESS ARISING

3.1 Accreditation Week Update

M. Mills expressed her thanks and appreciation to the Board for their support throughout the Accreditation process. She gave a special thank you to Bonnie Frith, VP - Quality & Organizational Development for her excellent coordination of the process. Copies of the Surveyors debriefing presentation have been made and included in the Board package for information.

The Survey week went very well and with what the Surveyors shared with us at the Debriefing, B. Frith felt that there were no surprises. She noted that staff appreciated the new process of tracer methodology, as this gave more staff members a chance to speak to the Surveyors. She noted that the Accreditation process is a very intense process, and a lot of work for the organization, but the benefits and values are immeasurable.

J. Hayes stated that the Accreditation Survey week went very well and thought the Surveyors were diligent and very thorough in their work. The debriefing presentation by the Surveyors was very positive. The Survey Report should be received in approximately 6 to 8 weeks and will be disseminated accordingly.

4. New Business

4.1 Volunteer/Staff Appreciation BBQs

V. Mathews noted that she was able to attend the Pinawa and Lac du Bonnet events. Both events were done well and she was pleased to see that Leah Bueckert our Spiritual Care Coordinator was utilized as a speaker in the program. Leah spoke very endearingly about volunteering and addressed the contributions of our volunteers. The volunteers attending the event commented to her that they appreciated the new format. J. Hayes stated that the Planning Committee worked hard and he believes a balance of recognition for both staff and volunteers was achieved. He also noted that after all the events are done, we will look to get feedback.

4.2 Purchasing, Payroll & ISS Building

B. Carmichael noted that he thought that the landscaping could be spruced up a bit around the Purchasing, Payroll & ISS Building in Beausejour. It was also noted that the driveway needs more limestone. D. DeMarco noted that she would talk to K. Weidman, Director of Physical Plant Services in this regard. She also noted that she thought there was a picnic table located on the grass at the back but would check into it. A couple of planters could be purchased and placed out front.

5. Board Governance

5.1 Chair's Report

A Thank you card from Dorothy Boznianin was circulated. T. Conroy noted that Dorothy was very pleased with the Board's gift. Dorothy was presented with a Gift Certificate from Green Oaks Greenhouse along with a set of luggage.

M. Mills reiterated her appreciation of the Board's participation at the Accreditation Organizational Overview and the meeting with the Surveyors on Sunday, June 8th, and again at the Debriefing on Friday, June 12th.

A meeting of the Council of Chairs was held on June 11th, 2009. Most of the discussion was regarding the H1N1Influenza.

The Provincial Health Leadership Forum is being held on Wednesday, October 28th, 2009. Next year, the National Health Leadership Conference is being held in Winnipeg.

Allan Bradley, Chief Executive Officer for Parkland region has announced his resignation effective in August.

5.2 Human Resources Committee

B. Sabanski noted that the Human Resources Committee meeting minutes of June 1st, 2009 are included in the Board package for information. She noted that the bi-annual performance appraisal process is in place with improvements in completions. It was also noted that since the meeting, the MGEU Facility contract has been ratified.

5.3 Finance, Capital Planning & Audit Committee

F. Thompson noted that the Finance, Capital Planning & Audit Committee meeting minutes of May 11th, 2009 are included in the Board package for information. The Committee met earlier today and would recommend the Board's approval of increasing NEHAs line of credit with Sunova in accordance with Manitoba Health & Healthy Living's approval letter of February 12th, 2009.

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

BE IT RESOLVED THAT:

The NEHA Board of Directors authorizes the increase in approved borrowing (line of credit) with Sunova Credit Union for up to \$2,300,000 to provide for working capital requirements in accordance with the approval from Manitoba Health & Healthy Living of February 12, 2009.

MOTION CARRIED: 12.2009.5.3A

F. Thompson noted that the majority of the meeting was spent discussing the Pinawa Ironwood Investments Agreement. The Committee reviewed the agreement in detail and would recommend the Board's approval to proceed with the agreement as amended. S. Day read the resolution.

Motion by F. Thompson, seconded by H. Slaby.

BE IT RESOLVED THAT:

NEHA enter into an Agreement with Pinawa Ironwood Investments Ltd. to provide the service package for Supportive Housing Units as amended by the Finance, Capital Planning & Audit Committee's meeting as of June 22nd, 2009 with the understanding that the risk associated with not fully occupying the Supportive Housing suites be shared as follows:

- a) if after 12 months from the commencement date, both the Supportive Housing units and the EPH units are not fully occupied, NEHA shall pay Ironwood 50% of the monthly rent for each unoccupied Supportive Housing Unit until such time that the suites become occupied, to a maximum of 12 months;**
- b) if after 12 months from commencement date, the EPH suites are fully occupied and the Supportive Housing units are not, but no more than 6 units are unoccupied, NEHA shall pay Ironwood 75% of the monthly rent for a maximum period of 6 months;**
- c) if after 12 months from commencement date, more than 6 Supportive Housing units are unoccupied the parties agree to terminate the agreement.**

MOTION CARRIED: 12.2009.5.3B

The agreement with the suggested amendments will be forwarded to the Ironwood group for their review. It was also agreed that once the amendments have been made to the Agreement, a copy will be emailed to the entire Board for information.

6. CEO / Operational Items

6.1 CEO Report

J. Hayes noted that NEHA continues to monitor the H1N1 situation.

Powerview-Pine Falls Capital Project – Manitoba Health & Healthy Living have approved the Role Statement and we are now proceeding with the Functional Programming plan. J. Hayes indicated that Manitoba Health & Healthy Living have arranged for some staff and community representatives to visit a primary care and aboriginal traditional health facility in Fort Qu'Appelle, Saskatchewan on June 26th.

Discussion followed regarding the articles that appeared in June 11th and June 17th issues of the Winnipeg River Echo. The June 11th article is entitled, "More Beds cut at Pine Falls Hospital" and the June 17th article is entitled, "Questions for NEHA".

Berens River Renal Health Centre Project – J. Hayes noted that he had the opportunity to attend a meeting at Berens River and visit the Health Centre on June 15th along with representatives from Manitoba Health & Healthy Living and the Manitoba Renal Program. Discussion followed.

The Chair called a break at 7:46 p.m.

The meeting reconvened at 7:58 p.m.

NEHA Health Plan 2010/11: J. Hayes noted that given the current economic constraints, the requirements for this year's Health Plan have been scaled back at the direction of the Deputy Minister. We have not submitted any new initiative and have only identified critical volume pressures. J. Coleman reviewed the General Operating Impact, the Capital Plan Overview and the Specialized Equipment including the equipment for submission through Diagnostic Services of Manitoba. D. DeMarco presented the Safety and Security Initiatives and the Health Plan Matrix. J. Hayes concluded by saying that we will pursue a savings target of \$796,528. He indicated that the Health Plan is due to be submitted to Manitoba Health & Healthy Living by the end of this week.

Motion by B. Kramble, seconded by V. Mathews.

BE IT RESOLVED THAT:

The Board of Directors approves the 2010/11 Health Plan for submission to Manitoba Health & Healthy Living.

MOTION CARRIED: 12.2009.8.0

6.2 VP - Programs & Services Report

No report.

6.3 VP - Finance & Support Services Report

No report.

7. Correspondence

- July & August 2009 Board Calendar

Note: July 13th – Policy Committee will meet at 3:30

August 24th – Finance, Capital Planning & Audit Committee will meet at 3:30

8. Adjournment

The meeting ended at 8:40 p.m.

Motion by K. Kost, seconded by B. Carmichael.

BE IT RESOLVED THAT:

The meeting be adjourned at 8:40 p.m.

MOTION CARRIED: 12.2009.8.0

NEXT MEETINGS:

Monday, July 13th, 2009

Monday, August 24th, 2009