



North Eastman Health Association Inc.

Association de santé du Nord-Est inc.

Board of Directors Meeting – MINUTES
Meeting Number 05.2009.03.09
NEHA Corporate Office – Board Room
March 9th, 2009

Board Members Present: M. Mills (Chair), D. Boznianin, R. Carmichael, T. Conroy, S. Day, D. Franklin, O. Johnston (5:25p), K. Kost, B. Kramble, D. MacDonald (4:25 p), B. Sabanski, F. Thompson

Regrets: F. Barker, V. Mathews, H. Slaby

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

Recorder: Gisele Wilson, Executive Assistant – CEO

1. Call to Order and Adoption of Agenda

The Chair called the meeting to order at 4:03 p.m. The agenda was adopted with the following addition:

New Business:

- 4.3 Pinawa Lions Club Donation (B. Sabanski)

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

BE IT RESOLVED THAT:

The agenda be adopted as amended.

MOTION CARRIED: 05.2009.1.0

2. Presentation

District Health Advisory Council Annual Report – Jack McRobie

T. Conroy introduced Mr. Jack McRobie who has been invited to the Board meeting to give the annual District Health Advisory Council report. Mr. McRobie is here on behalf of the Chair of the DHAC (Kerry Fehr), as she is away on vacation. He lives in the Whiteshell and has been on the DHAC for the past 4 years.

A copy of the report was distributed in the Board package. Some discussion followed with regards to improving access of the DHACs to their communities. This could be done through the NEHA Website by listing the membership and their respective community representation. Questions and comments from the community could then be received by staff and forwarded to DHAC members for follow up. This DHAC listing could also be included in our external publications. It was suggested that an article be put in the local newspapers explaining what the District Health Advisory Council is all about and what they are involved with. J. McRobie noted that the Cottager publishes 5 times a year and the article could be included. J. Hayes noted these suggestions for follow up.

The Board commended the District Health Advisory Council for putting forward these ideas. J. Hayes indicated that DHAC members are included in community consultations and with the Community Health Assessment.

M. Mills noted that last year a meet and greet supper with the Board of Directors and DHACs was held prior to one of the Annual General Meetings. She asked if the DHAC membership thought this to be worthwhile. Mr. McRobie responded that yes the DHACs do see value in this. M. Mills noted that this will again be organized this year. Further information will be forwarded to the DHACs at a later date.

The Board thanked Mr. McRobie for coming to the Board meeting and presenting the DHAC annual report. Mr. McRobie left the meeting at 4:25 p.m.

Completion of Action Plan Process

Bonnie Frith, VP - Quality & Organizational Development

B. Frith noted that the Board Self-Assessment Day on January 24th, 2009 was very good and the Board needs to be congratulated.

A package of information was emailed to Board members late last week. Included in the materials in preparation for tonight's Board meeting was:

- Self assessment notes taken from January 24th, 2009
- Self assessment report (results of the individual self assessment questionnaire)
- Quality Performance Roadmap (Accreditation Canada's feedback of the Self Assessment Questionnaire and the Governance Functioning Tool Instrument)
- Draft Governance Action Plan

B. Frith reviewed the draft Governance Action Plan with the Board and there were no changes identified to the action plan. She noted that the Board should be very pleased with the results from the Quality Performance Roadmap. Out of 59 flags, there is 1 red flag which is a non-issue, 7 amber and 51 green. She also noted that the actions were cross referenced to the self assessment. She then encouraged the Board to read through all the material provided. The Surveyors will see the action plan prior to meeting with the Board and they will be referring to these reports in their questions.

B. Frith agreed to come to the May 25th, 2009 Board meeting to briefly review the process and answer any questions the Board may have regarding the actual interview between the Surveyors and the Board. B. Frith also noted that the Board of Directors will be invited to attend the Organizational Overview with the Surveyors on Sunday, June 7th, 2009.

3. Adoption of Minutes

The minutes of the February 23rd, 2009 meeting were reviewed and adopted with suggested changes.

Motion by D. Franklin, seconded by S. Day.

BE IT RESOLVED THAT:

The minutes of the February 23rd, 2009 meeting be adopted as amended.

MOTION CARRIED: 05.2009.3.0

BUSINESS ARISING

3.1 Progress Report – Pine Falls Project

J. Hayes gave a report on the progress of the Powerview-Pine Falls Primary Health Care / Aboriginal Traditional Healing project. A Gantt Chart was provided to the Board which illustrates the timelines of the project, along with a list of meeting dates and a listing of participants for the program planning consultation regarding the Role Statement and the Functional Program.

J. Hayes stated it is anticipated that the draft Role Statement will be presented to the Board of Directors for approval at the April 14th, 2009 Board meeting.

The Chair called a supper break at 5:35 p.m.
The meeting reconvened at 6:05 p.m.

4. New Business

4.1 Aboriginal Cultural Information

M. Mills noted that in the fall, the Board talked about receiving some education regarding aboriginal culture awareness. She is wondering if there is still some interest from the Board. J. Hayes noted that we have developed an Aboriginal Cultural Awareness Education day. He indicated that this educational day could be offered to the Board on a Saturday and we could also extend the invitation to the District Health Advisory Council. By a show of hands, eight members were interested. T. Conroy will extend an invitation to the District Health Advisory Council at their meeting on March 17th, 2009. It was agreed that we will try to target Saturday, October 17th, 2009 for this education.

4.2 Meetings with Non Healthcare Groups

M. Mills stated that as a Board, we would like to know about planned meetings with outside groups before they happen. The Board would like to reinforce that the Chief Executive Officer and Vice Presidents advise the Board prior to meeting with rural municipalities, town councils, etc.

4.3 Pinawa Lions Club Donation

B. Sabanski noted that the Pinawa Lions Club donated \$1,000 towards the purchase of some audiology equipment in Beausejour.

5. Board Governance

5.1 Chair's Report

M. Mills expressed her appreciation and thanks to T. Conroy for taking over as acting Chair when she was away on leave.

M. Mills noted that at the Leadership meeting with Manitoba Institute for Patient Safety last week, the group was presented with composite results of the questionnaire that went out to the Board Chairs and CEOs. She stated there was a 63% response rate. She will share the final document with the Board when it is available. The Terms of Reference were approved for the Group. The next meeting will be in the next couple of months.

M. Mills noted that due to year-end, Board members' expense claims for March should be submitted at the Board Round Table meeting on March 23rd, 2009.

A reminder that the Board meetings will revert back to the regular times beginning in April. Supper will be at 5:30 pm and the meeting will start at 6:00 pm.

The next Council of Chairs meeting is on Thursday, March 12th and both the Minister of Health and Minister of Healthy Living are attending.

6. CEO / Operational Items

6.1 CEO Report

J. Hayes noted that in August, we received approval from Manitoba Health & Healthy Living (MHHL) for our colonoscopy surgical equipment request as part of the 2008/09 specialized equipment. At the end of January, J. Hayes received a call from MHHL advising that approval to purchase the surgical equipment was cancelled due to a cost saving strategy. He noted that the need for this service is supported by the evidence of waitlists and we are currently working to have MHHL reconsider this decision. NEHA has already invested money into getting this service available to our Region. A physician is close to completing the required number of supervised procedures and some of the nurses have also received some training. J. Hayes will keep the Board apprised.

Board Ethics Education: Dr. Jim Read has agreed to come to the October 13th, 2009 Board meeting to provide ethics education.

Susan Bowen of HIROC will be invited to make a presentation to the Board of Directors in the Fall.

The Annual Retirement and Long Service Dinner will be held on Tuesday, May 12th, 2009 at Rembrandts Bistro. Cocktails will be at 5:00 and Dinner at 6:00 p.m. with presentations to follow. An invitation has been distributed to the Board this evening. Please remember to RSVP before April 14th to Susan Peitsch at Corporate Office.

Physician Update: J. Hayes confirmed that three physicians have recently been recruited to our Region. Dr. Mohamed began working in Pine Falls on February 17th. Dr. Mohamed comes from Virden, Manitoba and originally from Libya. He also did some locum work in Pine Falls prior to coming. Dr. Mary Hanna who is from Egypt will begin to work at the Pinawa Clinic this week. Dr. Eskandar who is also from Egypt will start working in Lac du Bonnet at the end of March. Drs. Hanna and Eskandar both successfully completed the assessment process.

J. Hayes noted that Dr. Campbell will be invited to a Board meeting where he will be seeking Board approval with regards to the physician privileges. J. Hayes indicated that the NEHA doctors will be profiled in our external newsletter along with our Nurse Practitioners.

J. Hayes briefly reviewed his Memo to the Board regarding the follow up articles in the Lac du Bonnet Leader regarding the ambulance. He noted that the opportunity to attend the Town of Lac du Bonnet Council meeting was timely in order to clarify the situation and invite them to participate in the upcoming community consultation this Spring. Representatives from the RM of Lac du Bonnet and the LGD of Pinawa were also in attendance.

Also included in the Board package is a copy of the letter received from Mr. Kevin Champagne, Airport Site Manager of the Lac du Bonnet Regional Airport Authority and J. Hayes' reply.

Some discussion followed. J. Hayes noted at the April 14th, 2009 Board meeting, the draft EMS Strategic Plan presentation that will be used for the community consultation will be presented for review.

6.2 VP - Programs & Services Report

J. Coleman reported that we have renewed our Service Purchase Agreement with Hollow Water First Nation. The agreement is for the provision of Public Health nursing services to Hollow Water First Nation.

J. Coleman reported that NEHA met the requirements to host the Primary Care Paramedic Program in our Region for Red River College. We had wanted to run the course in Pine Falls, however, we were asked to consider a location closer to Winnipeg. Beausejour was chosen and the course will be run out of the government building at the corner of James Avenue and Highway 302. J. Coleman noted that we are just waiting to sign an agreement for the use of the space. This is a full time education program that runs Monday to Friday from 9:00 to 5:00. The program is scheduled to start on August 31st, 2009 through to July 2010.

With regards to Supportive Housing, J. Coleman noted that we continue to work with Manitoba Housing and Renewal Corporation (MHRC) and Manitoba Health & Healthy Living (MHHL) on the two initiatives. J. Coleman met with the Pinawa group. They have submitted a proposal to build 12 units with NEHA providing services. J. Coleman noted she attended a meeting with them earlier today and they are looking at bringing costs down. MHHL criteria for supportive housing state that it must be affordable.

Springfield Supportive Housing: J. Coleman reported that NEHA met with Manitoba Housing and Renewal Corporation (MHRC) and Manitoba Health & Healthy Living. With regards to the question of sewer water, she noted that the MHRC engineer looked at the site and deemed it appropriate to build and did not see any issues. B. Carmichael thought it would be good to investigate further and will send an email to J. Hayes with his concerns, as requested.

6.3 VP - Finance & Support Services Report

D. DeMarco reported a community group in Beausejour has formed a Foundation to raise monies to provide for free TV's / service to the patients at the Beausejour Health Centre. Several articles have been in the local papers to promote their fundraising efforts.

• Consolidated Statement of Operations ending January 31st, 2009

D. DeMarco presented and briefly reviewed the Financial Statements ending January 31st, 2009 summarizing some of the variances. She noted that we are at this time projecting a balanced budget.

Copies of the February 23rd, 2009 Finance, Capital Planning & Audit Committee minutes are included in the Board package for information.

7. Correspondence

- Manitoba Centre for Health Policy "CentrePiece" Winter 2009 issue – for information
- 2009 March Board Calendar – for information

8. Next Meeting

**March 26th, 2009 – Board Member Round Table
Corporate Office – 4:00 pm Meeting / 5:30 Supper**

9. Adjournment

The meeting ended at 7:35 p.m.

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

BE IT RESOLVED THAT:

The meeting be adjourned at 7:35 p.m.

MOTION CARRIED: 05.2009.9.0