



North Eastman Health Association Inc.

Association de santé du Nord-Est inc.

Board of Directors Meeting – MINUTES

Meeting Number 08.2010.04.26

Corporate Office, Pinawa

April 26th, 2010

Board Members Present: M. Mills (Chair), R. Carmichael, T. Conroy, S. Day, I. Goodall-George, O. Johnston, D. MacDonald, B. Sabanski, H. Slaby

Regrets: D. Franklin, K. Kost, V. Mathews

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

Recorder: Gisele Wilson, Executive Assistant

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 addition of:

- 4.1 Bright Beginnings Forum (B. Sabanski)
- 4.2 Annual General Meeting Planning (M. Mills)
- 4.3 DHAC Applications (T. Conroy)

Motion by H. Slaby, seconded by I. Goodall-George.

BE IT RESOLVED THAT:

The agenda be adopted as amended.

MOTION CARRIED: 08.2010.1.0

2. Presentation – Primary Health Care Services

Debbie Viel, Director, Primary Health Care

J. Coleman introduced Debbie Viel, Director of Primary Health Care noting that Debbie began her career in North Eastman as a Health Care Aide and now has a Masters Degree in Nursing.

Copies of the presentation handouts were distributed to the Board prior to the meeting. Debbie made her presentation and answered any questions as she went along. Her presentation included the pillars of the Primary Health Care Program within NEHA, (primary care services; chronic disease prevention and wellness; chronic disease management; and community capacity building).

M. Mills thanked Debbie for the information provided this evening and the great work being provided to our Region. D. Viel left the meeting.

3. Adoption of Minutes

The minutes from the April 12th, 2010 meeting were reviewed and adopted as amended. Moved 1st paragraph on page 1 to 4.1 Chair's Report.

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

BE IT RESOLVED THAT:

The minutes from the April 12th, 2010 meeting be adopted as amended.

MOTION CARRIED: 08.2010.3.0

BUSINESS ARISING

3.1 Powerview-Pine Falls Capital Project Update

The meeting held on April 13th, 2010 with our community partners, Manitoba Health and our Architects/Consultant to present the Draft Schematic Design was very informative and well done. There was good discussion and a broad level of consensus to proceed with the Schematic Design. Next step is to finalize the design for submission to Manitoba Health for approval.

4. New Business

4.1 Bright Beginnings Forum

B. Sabanski reported that the Bright Beginnings Parent Child Coalition hosted a Spring Forum, "Strong Roots Create Healthy Shoots" in Pinawa on April 23rd. She noted that funding is received from Healthy Child Manitoba and flows through North Eastman Health Association. She noted that there were approximately 100 people in attendance and J. Hayes brought enthusiastic and welcomed greetings to the group. There have been over 38 grants approved and more than \$38,000 in funding provided for numerous activities in the Region.

4.2 Annual General Meeting Planning

M. Mills noted that H. Slaby volunteered to be part of the Annual General Meeting planning group. She and H. Slaby met earlier today with J. Hayes, B. Frith and G. Wilson to discuss some preliminary planning. As per the Board's Round Table meeting (March 22, 2010) recommendation, NEHA will hold only one Annual General Meeting this year.

The current suggestion is to have the Annual General Meeting in Lac du Bonnet and to stay with the same timeframe of the last week in September (September 28, 29 and 30). It was also suggested that we try to stay away from Town Council meeting days – therefore September 30th seemed like the preferred date. Some of the suggested themes were, EMR what it is and how it's going to make a difference; storyboarding our capital projects; and strategic planning process.

At this time, M. Mills would like to know if the Board would like to see other ideas in terms of theme, speakers, etc. Please forward your comments to M. Mills by email or phone prior to the next Board meeting of May 10th, 2010.

4.3 District Health Advisory Council Applications

T. Conroy reported that two applications for membership to the District Health Advisory Council have been received. Applications from Ms. Kay Harvey from Pinawa and Ms. Marline Wruck from Lac du Bonnet were briefly reviewed with the Board for their consideration and approval for appointment.

Motion by B. Sabanski, seconded by I. Goodall-George.

BE IT RESOLVED THAT:

The NEHA Board of Directors approves the appointment of Ms. Kay Harvey from Pinawa to the District Health Advisory Council effective April 1, 2010.

MOTION CARRIED: 08.2010.4.3A

Motion by S. Day, seconded by B. Carmichael.

BE IT RESOLVED THAT:

The NEHA Board of Directors approves the appointment of Ms. Marline Wruck from Lac du Bonnet to the District Health Advisory Council effective April 1, 2010.

MOTION CARRIED: 08.2010.4.3B

5. Board Governance

5.1 Chair's Report

M. Mills noted that she had not heard anything further from Manitoba Health in terms of the Board appointment process.

Included in the Board package are the minutes from the March 11th, 2010 Council of Chairs meeting which have been reported on at the Board Round Table meeting in March.

5.2 Human Resources Committee

B. Sabanski noted that the Minutes from the April 7th, 2010 Human Resources Committee meeting are included in the Board package for information. It should be noted that the second paragraph under Recruitment should read, "A two day orientation is held monthly. The first day is for all new employees and is a general overview. Day 2 is for held for employees hired into Acute Care, Long Term Care and Home Care programs.

B. Sabanski also noted that Cheryl Lidfors-Karklin, Human Resources Manager, went above and beyond the call in regards to Nurse recruitment, ie., Picking up nurses from the Airport, helping to obtain cell phones, etc.

5.3 Policy Committee

H. Slaby reported that included in the Board package are the December 14th, 2009 Committee meeting minutes. The Committee is giving the Board notice to review the recommended changes as stated in the Minutes to the following Policies:

- ◆ GP. 2 Board Job Description
- ◆ GP. 22 Board Linkages – District Health Advisory Council (DHAC)
- ◆ GP. 23 Board Linkages – Provider Advisory Committee (PAC)

These above mentioned Policies will be brought forth at the next Board meeting for the Board's consideration and approval.

H. Slaby also noted that the Policy Committee met earlier today and the next Policy Committee meeting will be on May 25th, 2010 at 4:30 pm.

6. CEO / Operational Items

6.1 CEO Report

Bright Beginnings Forum: J. Hayes noted that it was a quality event with very good attendance and representation. Congratulations to B. Sabanski and the organizing committee.

VP Medical Services: After three years of dedicated service, Dr. Garth Campbell will be stepping down from his responsibilities as our Vice President of Medical Services. J. Hayes will look to begin the recruitment process and as in the past, will include J. Coleman and M. Mills in the interview process.

Dr. Nermeen Hanna: J. Hayes advised that Dr. Nermeen Hanna will be working part time at the Whitemouth District Health Centre and she will continue 1 day per week at the Pine Falls Health Complex until she relocates to Pinawa with her family over the summer.

Lac du Bonnet Personal Care Home & Supportive Housing Capital Project: J. Hayes, J. Coleman, D. DeMarco and L. Dent-Prychun will be meeting with Manitoba Health at the end of April. J. Hayes is hopeful that we will get further information in terms of relative costs of retrofitting the existing Personal Care Home for supportive housing as compared to building a new facility perhaps with the new PCH. J. Hayes also asked Manitoba Health to identify what "community contribution" might be required of Lac du Bonnet and the surrounding RMs, in addition to the donation of serviced land for the personal care home project.

Lac du Bonnet EMS Facility Upgrades: The Lac du Bonnet Medical Health Care Committee said they would like to provide support to North Eastman Health Association for enhancement to the Lac du Bonnet EMS facility. J. Hayes will keep the Board apprised and will continue to ask Manitoba Health for funding this upgrade as well.

Reopening of beds at the Pine Falls Hospital: J. Hayes noted that the reopening of the beds is proceeding according to schedule and will be completed in May.

Renewal of Strategic Plan: J. Hayes indicated that B. Frith is working on getting a meeting date set with the three Board reporters and the three facilitators from the Strategic Planning day.

Springfield Supportive Housing: J. Hayes indicated that he and D. DeMarco had a telephone conference with representatives from the RM of Springfield in terms of this project. He noted it is taking them longer than anticipated as zoning and subdivision work continues. This project may not proceed to construction until next year. J. Hayes indicated however, we are hoping that the zoning and other requirements will be completed by the summer in order for the EMS facility to be constructed this year.

2010 Volunteer, Staff Appreciation and Service Recognition Events: J. Hayes indicated that these events will be held in June. Dates will be confirmed at the next Board meeting.

6.2 Draft 2010/11 Operating Budget – for distribution

Included in the Board package is the Draft Operating Budget package for 2010/11 which consists of the following documents:

- Funding allocation worksheet for fiscal year April 1, 2010 to March 31, 2011;
- Volume related operational pressures;
- Budget worksheet; and
- Board of Directors budget.

The Budget information will be reviewed in detail at the Finance, Capital Planning & Audit Committee meeting on May 10th, 2010 and then subsequently at the Board meeting. Please review and bring back to the May 10th, 2010 meeting.

7. Correspondence

- Revised Board of Directors listing
- Draft minutes of the District Health Advisory Council of March 16th, 2010 – for information
- May 2010 Board Calendar
add: May 25 - Policy Committee meeting, 4:30 pm

It was noted that with the recent retirement of one of our Program Directors, the Regional Management Team listing on the Website needs to be updated. J. Hayes will follow up.

8. Adjournment

Motion by B. Carmichael, seconded by O. Johnston.

BE IT RESOLVED THAT:

The meeting be adjourned at 7:50 p.m.

MOTION CARRIED: 08.2010.8.0

NEXT BOARD MEETING:

Monday, May 10th, 2010