



North Eastman Health Association Inc.

Association de santé du Nord-Est inc.

Board of Directors Meeting – MINUTES

Meeting Number 03.2010.02.08

Corporate Office, Pinawa

February 8th, 2010

Board Members Present: M. Mills (Chair), F. Barker, R. Carmichael, T. Conroy, S. Day, D. Franklin, I. Goodall-George, O. Johnston, K. Kost, D. MacDonald, B. Sabanski

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

Staff present: Judy Coleman, VP - Programs & Services

Recorder: Lydia McCoy, Executive Assistant

It should be noted that Board Meeting 01.2010 (January 11, 2010) was cancelled and Board Meeting 02.2010 (January 25, 2010) was cancelled due to poor weather conditions).

1. Call to Order and Adoption of Agenda

The Chair called the meeting to order at 4:10 p.m. The agenda was adopted with the addition of:

3. Adoption of Minutes - Change to December 14th, 2009 Meeting
- 4.3 Community Health Assessment – (J. Coleman)
- 4.4 Human Resource Committee Meeting – (B. Sabanski)
- 4.5 H1N1 Clinic in Oakbank – (D. MacDonald)
- 4.6 Potential for Anti Drug Abuse Partnership – (O. Johnston)
8. In-Camera Session – (M. Mills)
9. Adjournment

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

BE IT RESOLVED THAT:

The agenda be adopted as amended.

MOTION CARRIED: 03.2010.1.0

2. Presentation –

- **Regional Spiritual Care Program**
Leah Bueckert, Regional Spiritual Care Coordinator

J. Coleman introduced Leah Bueckert. Leah distributed a Spiritual Health Pamphlet and reviewed her presentation with the Board answering any questions along the way. Presentation handouts were distributed to the Board prior to the meeting; presentation ended at 4:35 pm.

- **Housekeeping, Laundry & Food Services**
Rhonda Mclvor, Director, Housekeeping, Laundry & Food Services

Judy introduced Rhonda commending her on her excellent leadership over the many years she has been part of the NEHA family. A copy of the presentation was distributed in the Board

package. Rhonda made her presentation and answered any questions as she went along; it ended at 5:00 PM with M. Mills complimenting her and the staff at East Gate Lodge on the quality of the meal the Board had been served recently. Both L. Bueckert and R. McIvor left the meeting at this time.

3. Adoption of Minutes

The minutes from the December 14th, 2009 were reviewed and adopted as presented.

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

BE IT RESOLVED THAT:

The minutes from the December 14th, 2009 meeting be adopted as presented.

MOTION CARRIED: 03.2010.3.0

BUSINESS ARISING

3.1 Accreditation Extension

A draft response had been prepared and circulated to the Board in December for their information and approval. Since both January Board meetings were cancelled NEHA had asked for an extension for the end of February 2010. The extension was not granted, the draft response was submitted with the understanding the Board would review and send any additions/changes at a later date.

Review of the draft report will be an item on the agenda for the next Board meeting.

3.2 Meeting with RM of Reynolds & RM of Whitemouth

A meeting was attended by J. Hayes, M. Mills, RM councilors from both communities, CAOs of both councils, Brenda Gregory, John Jones, and Dr. Adrian Robertson. John Jones explained the process/technology the dispatch headquarters in Brandon had in place to locate patients in their area, which is one of their concerns if relocation of the Ambulance Station went through. They were to send a letter proposing other options to relocating. They have since sent another letter requesting more information to questions they felt were not answered to their satisfaction at this meeting. J. Coleman acknowledged receipt of their letter and informed them a response is being prepared. They were also invited to visit the Brandon centre but felt until their questions were answered to their satisfaction no value would come from this visit.

3.3 Springfield Supportive Housing Update

This report will be combined with the VP – Programs & Services Report (6.2) by J. Coleman.

4. New Business

4.1 CEO Performance Appraisal

M. Mills has requested that the appraisals be returned by March 8th, compilation by March 15th by V. Mathews, Therese Conroy and herself. It will be presented at the next Round Table on March 22nd.

4.2 Board Self-Evaluation

M. Mills has requested that the Board Self Evaluations be returned by March 8th, and results will be presented at the next Round Table on March 22nd.

The Chair called a break at 5:40 pm
The meeting reconvened at 6:10 pm

4.3 Community Health Assessment

A package was distributed at the meeting which contained an agenda for the February 20th Community Health Assessment Review meeting, a Synopsis of the CHA and CD, and an agenda for the Strategic Plan Renewal Meeting to be held on March 27th.

The CD contains the whole Community Health Assessment. A hard copy was not provided due to the size; copies will be available at the February 20th meeting. J. Coleman recommended when viewing the CD to look at the Executive Summary and Key Findings which should give sufficient background information. M. Mills has committed the Board to the March 27th meeting and hopes that most are able to attend. This would be a good opportunity for the Board to impact the Strategic Plan.

4.4 Human Resource Committee Meeting – B. Sabanski

The next HR Committee meeting will be held Monday, March 22nd @ 2:00 pm. B. Sabanski will notify the members not present today and requested anyone with agenda items to please contact her.

4.5 H1N1 Complaint – D. MacDonald

D. MacDonald received a complaint from an aboriginal same sex couple with children after they had attended an H1N1 flu clinic in Oakbank. They felt they were unnecessarily grilled on what constitutes a family. They also felt staff at this site should receive sensitivity training for aboriginal and same sex issues. As the complainants have chosen to remain anonymous there cannot be follow-up with them, however, J. Coleman agreed to discuss this issue with the Director of Public Health Services.

4.6 Potential for Anti Drug Abuse Partnership

J. Coleman could not comment on this issue at this time; she will make inquiries, e.g., with the Pharmacies and College of Physicians & Surgeons, and report back to the Board. Some examples of questions requiring answers are; what drugs are being prescribed, usage and volume going to the client. Is monitoring prescriptions a common practice within North Eastman? J. Coleman will discuss with regional Pharmacist.

5. Board Governance

5.1 Chair's Report

M. Mills participated in a conference call with the Manitoba Institute for Patient Safety Leadership Committee. They are designing a new program for quality in Canadian Health Care; Central, South Eastman and Brandon RHAs are participating in this pilot project. All members of the Leadership Committee have been invited to a meeting for the afternoon of March 11th and all day March 12th. All expenses will be covered by the research group.

There was a Chair's meeting on February 11th with a presentation by DSM and in particular rollout of the digital x-ray and the ability to transmit the images. The question regarding whether or not a Radiologist would be on-call 24/7 to view all images coming through was asked.

M. Mills distributed a form requesting the Board members to list their skills and expertise and individual interests, and another form on how much value they place on these skills for any new Board members coming on board (rating of 1-15, with 1 being the lowest).

M. Mills and J. Hayes met with the Lac du Bonnet Medical Health Community Committee along with Minister Oswald. Minister Oswald was extremely gracious and encouraged them to continue with their plan to date and to continue reminding them of Lac du Bonnet's need for a new and larger Personal Care Home. She suggested the committee prepare and submit a business case. M. Mills also reported that the Town of Lac du Bonnet had recently sent a letter to the Minister informing her that they had withdrawn their support for this committee.

5.2 Finance, Capital Planning & Audit Committee

S. Day advised the Finance, Capital Planning and Audit Committee met before the Board meeting tonight. Minutes from the November 9th meeting have been distributed for information. Items discussed were:

- Update on Pine Falls bed closure
- Pine Falls Capital Project
- Springfield subdivision
- Whitemouth Emergency Measures Facility Renovation
- EMS Deficit
- Tender for replacement of flooring at the Lac du Bonnet District Health Centre

Motion by T. Conroy, seconded by D. Franklin.

BE IT RESOLVED THAT:

The NEHA Board of Directors approves the acceptance of the Penner Flooring proposal for the Lac du Bonnet Primary Health Care Centre in the amount of \$35,292.88 (\$34,432.08 + GST \$860.80) as per the Manitoba Health 2009/10 Safety and Security Project approval #2477.

MOTION CARRIED: 03.2010.5.2

The October, November and December Financial Statements are included in the Board package for information. In the absence of D. Demarco, S. Day reviewed the December financial statements. K. Kost asked the question regarding who makes up the membership of Hospital Foundations and who decides on what items are funded. M. Mills replied that each site has their own foundation made up of members from the community. J. Coleman shared that NEHA submits a list of items they feel would benefit each site, the members of the foundation then release the funds required to purchase the approved item(s).

The next meeting of the committee will be held Monday, March 8th @ 2:00 pm.

6. CEO / Operational Items

6.1 CEO Report

No Report – J. Hayes away on vacation.

6.2 VP - Programs & Services Report

J. Coleman updated the Board with regard to the article in the Lac du Bonnet Leader, Friday, February 5th, reporting the mold in the Bonny Vista Lodge. This senior housing complex is

connected to the Personal Care Home but is separate from the PCH as it is owned by Manitoba Housing. An information notice has been posted in the PCH for residents and their families. See handout for the remainder of her report.

Pine Falls Capital Project: the contract has been awarded to Cibinel Architects Ltd. The Project Team is planning further meetings with staff at the site and Aboriginal Leaders assigned to this project by their community. Work is being done regarding the property boundaries and geological and soil testing will be conducted once the snow has gone in the Spring. A meeting will be scheduled in April/May 2010 for the larger groups, e.g. community and surrounding area representatives, Manitoba Health and representatives from the Aboriginal Health Branch to name a few.

6.3 VP - Finance & Support Services Report

No Report – D. DeMarco away on vacation.

6.4 Financial Statements

October and November 2009 Financial Statements; December 2009 Financial Statements were also attached for the Board's information.

7. Correspondence

- DHAC Minutes of November 17th, 2009 for information
- February & March 2010 Board Calendar
- A handout titled "Patient Safety is Everyone's Issue" was distributed for information and to be used at the March 27th Strategic Plan Renewal meeting.
- A copy of the Physical Plant Services presentation (February 22nd) was distributed to the Board for their information.

At this time, Lydia McCoy left the meeting and the Board and J. Coleman went In-Camera

8. In-Camera Session

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

BE IT RESOLVED THAT:

The meeting move in-camera at 7:22 p.m.

MOTION CARRIED: 03.2010.8.0A

Motion by K. Kost, seconded by I. Goodall-George.

BE IT RESOLVED THAT:

The meeting move out of-camera at 7:50 pm.

MOTION CARRIED: 03.2010.8.0B

9. Adjournment

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

BE IT RESOLVED THAT:

The meeting be adjourned at 7:55 p.m.

MOTION CARRIED: 03.2010.9.0

NEXT BOARD MEETING:

Monday, February 22nd, 2010