



# North Eastman Health Association Inc.

## *Association de santé du Nord-Est inc.*

### Board of Directors Meeting – MINUTES

Meeting Number 05.2010.03.0822

Corporate Office, Pinawa

March 8<sup>th</sup>, 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:** Jim Hayes, Chief Executive Officer  
Judy Coleman, VP - Programs & Services  
Donna DeMarco, VP - Finance & Support Services

**Recorder:** Gisele Wilson, Executive Assistant

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#### **1. Call to Order and Adoption of Agenda**

The Chair called the meeting to order at 4:05 p.m. The agenda was adopted with the addition of:

- 4.2 Ethics Committee (T. Conroy)
- 4.3 Accreditation Report (M. Mills)

**Motion by S. Day, seconded by I. Goodall-George.**

**BE IT RESOLVED THAT:**

**The agenda be adopted as amended.**

**MOTION CARRIED: 05.2010.1.0**

#### **2. Presentation**

- **Information Systems Services**  
**Janice Sayer, Director, Information Systems Services**

Janice provided a good overview of Information Systems Services highlighting previous accomplishments, current actions and future plans. Information Systems Services is a critical component of our health delivery system.

The Board Chair thanked Janice for her presentation. Janice left the meeting at 4:50 pm.

#### **3. Adoption of Minutes**

The minutes from the February 22<sup>nd</sup>, 2010 meeting were reviewed and adopted with a few changes (typos) identified on page 4.

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

**BE IT RESOLVED THAT:**

**The minutes from the February 22<sup>nd</sup>, 2010 meeting be adopted as amended.**

**MOTION CARRIED: 05.2010.3.0**

## **BUSINESS ARISING**

### **3.1 Powerview-Pine Falls Capital Project Update**

The Powerview-Pine Falls Capital Project Development Team listing has been updated to reflect the current participants and is included in the Board package for information.

### **3.2 Potential for Anti Drug Abuse Partnership**

J. Hayes met with Dr. Campbell, VP of Medical Services in regards to this initiative. Dr. Campbell is very much on board and will look to provide an update to the Board at a future meeting.

### **3.3 Physician Assistants & Nurse Practitioner**

M. Mills asked if there was any further information to provide. J. Coleman noted that it will be important to have clear job descriptions for each of these positions. She also noted that regarding the Nurse Practitioner position in Whitemouth, she believes that the position will be filled shortly.

## **4. New Business**

### **4.1 Berens River Renal Health Centre Project Update**

See 6.1 CEO Report.

### **4.2 Ethics Committee Meeting**

T. Conroy gave a brief summary of the Regional Ethics Committee meeting held on March 3<sup>rd</sup>, 2010. The education sub committee, chaired by Leah Bueckert is doing good work in preparing strategies for the ongoing opportunity of ethics education for our staff. It was noted that the mandatory education sessions now include an ethics education component.

For information, it was noted that there is an unusual opportunity for the Ethics Committee to attend a Palliative Care Education Evening featuring guest speakers, George C. Webster and Pat Murphy on April 8<sup>th</sup>, 2010 in Winnipeg. The session is "Controversies and Compromise: Finding Common Ground" should provide for a good evening. This evening will take place of the next Ethics Committee meeting.

### **4.3 Accreditation Report**

We have received the final Report from Accreditation Canada and we are pleased to advise that the North Eastman Health Association has received full Accreditation. A copy of the full Report is included in the Board package for your information and it will be reviewed at a subsequent meeting. J. Hayes noted that as an organization, we have not only met but in several cases surpassed the required criteria. Congratulations to the Board and to our Staff. This is a significant accomplishment for North Eastman Health Association. Thank you to Bonnie Frith, our Accreditation Coordinator, for her leadership in the Accreditation process.

## 5. Board Governance

### 5.1 Chair's Report

M. Mills noted that she has spoken to Fran Thompson and notes that she is doing well and wishes to thank the Board for the flowers.

The Board Self Evaluation and the CEO Evaluation forms are due to be returned to M. Mills today. Please complete and return if you have not already done so. M. Mills, T. Conroy and V. Mathews will be meeting on Tuesday afternoon to compile.

A reminder that the Board meetings beginning April 12<sup>th</sup> will switch back to regular hours, supper at 5:30 and the meeting will begin at 6:00 pm.

The next Council of Chairs meeting is scheduled for Thursday, March 11<sup>th</sup>. M. Mills noted that the Minister of Health will be attending. Arlene Wilgosh, Deputy Minister will begin her new position as CEO for the WRHA on March 22<sup>nd</sup>, 2010.

Minutes from the February 11<sup>th</sup>, 2010 Council of Chairs meeting are included in the Board package for information.

M. Mills circulated a survey regarding Board member individual interests and requested that Board members put their name opposite the interests listed.

### 5.2 Finance, Capital Planning & Audit Committee

S. Day noted the Finance, Capital Planning & Audit Committee Minutes from February 8<sup>th</sup>, 2010 are included in the Board package for information. The Committee met earlier today and some of the items discussed were:

- Powerview-Pine Falls Capital Project Update
- Calendar of Review items – J. Hayes reported on the volume trends that may impact the Region's Financial Resources
- January 31<sup>st</sup>, 2010 Financial Statements were presented and reviewed
- Discussed replacement of Micronik Control System at the Whitemouth District Health Centre and reviewed the two quotes received.

**Motion by D. Franklin, seconded by O. Johnston.**

**BE IT RESOLVED THAT:**

**The NEHA Board of Directors approves the acceptance of the Integrated Control Systems proposal for the replacement of the Micronik Control System at Whitemouth District Health Centre for the amount of \$61,298.10 (\$55,980 + PST \$3,918.60 + net GST \$1,399.50) as per the MHHL 2009/10 Safety & Security Project approval #2478.**

**MOTION CARRIED: 05.2010.5.2**

## 6. CEO / Operational Items

### 6.1 CEO Report

Powerview-Pine Falls Primary Health Care Capital Project: We are currently working on the Schematic Design for the new facility with our Architect, Consultant, our staff, Aboriginal Elders/Healers and Manitoba Health. We plan to complete this process and review it with the Board and Manitoba Health in April 2010.

2010/11 Operating Budget: We are currently preparing our 2010/11 operating budget. The budget will be provided to the Board on April 26<sup>th</sup> in preparation for review at the May 10<sup>th</sup> meeting.

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

Volume Trends that may Impact the Region's Financial Resources: J. Hayes prepared a report and provided it to the Board Finance, Capital Planning & Audit Committee and it was reviewed in detail by the Committee. A copy of it is included in the Board package for information. J. Hayes briefly highlighted some of the key issues. Discussion ensued in regards to Emergency Medical Services. With the increase in the number of primary trips in the past years, a question was posed whether this trend is unique to NEHA or is it occurring in other RHAs as well? J. Hayes noted that he will look into it.

Berens River Renal Health Centre Project: Manitoba Health has approved the issuing of Request for Proposals for this capital project as well as the Renal Health Centre project at Hodgson in the Interlake. It will be in the Winnipeg Free Press on two Saturdays in March and on the MERKS website. North Eastman has been advised that we should anticipate Manitoba Health asking us to oversee and be responsible for managing the day to day operations of the Berens River Renal Health Centre after it opens in November 2011. The Centre will deliver renal health and dialysis services to patients served in the area surrounding Berens River. J. Hayes is working with J. Coleman to plan with Manitoba Health, the Manitoba Renal Program, the Berens River Community and the Northern Medical Unit, to recruit, prepare and orientate qualified staff to operate the Centre. In the meantime NEHA has been asked to serve as the "paymaster" for this construction project and D. DeMarco has agreed to fulfill this responsibility.

Physician Appointments: Dr. Askarifar commenced work at the Beausejour Clinic in February and will be taking call and admitting patients at the Beausejour Hospital. Dr. Nermeen Hanna has commenced work at the Pine Falls Primary Health Care Centre and the Fort Alexander Centre. She will be taking call and admitting patients at the Pine Falls Hospital.

Strategic Plan Renewal Day – Saturday, March 27<sup>th</sup>: The location for the day has changed to Kin Place Health Complex – MPR in Oakbank.

## **6.2 VP – Programs & Services Report**

Telehealth: We have recently established Telehealth capacity at the Whitemouth District Health Centre and will also be establishing Telehealth capacity at the Beausejour Health Centre. This will provide four locations in our Region and will enable us to use the technology for regional meetings on a more consistent basis, and we will also be advocating for the use of this technology for clinical consultations and educational opportunities.

The Board requested J. Coleman provide Telehealth utilization data at a future meeting.

Personal Care Home Standards Visits: Three sites were visited in October last year, and at this time, J. Coleman noted that we have been advised by Manitoba Health that all follow-up actions have been completed. We also had an "unannounced" visit from Manitoba Health at the Lac du Bonnet PCH. The purpose was to review standards on an impromptu basis and J. Coleman noted that it went well with one follow-up action to be addressed. This was related to the temperature of the hot water in the facility and this has been addressed immediately.

Nursing Recruitment for Pine Falls: Of the eight nurses recruited for Pine Falls, three are already integrated into the worksite and the community. Two will start orientation this week and the remainder will be arriving in April. We are looking at the option of staging the reopening of the eight beds that are closed, based on our ability to fill the schedule with the staff as they become ready to work as part of the staffing complement.

Portable Housing Benefit for Mental Health clients: NEHA has been approved the portable housing benefit for 10 clients in our Region. Clients are identified through Family Services and Housing and the Mental Health Program.

Handivan Costs: We are reviewing the costs for Handivan services in relation to our Adult Day Program in the Region. Of concern are the charges associated with the Pinawa/Lac du Bonnet Handivan service provider. J. Coleman will be meeting with the service provide later this month and the goal will be to negotiate a better rate, closer to the rates the other Handivan Service providers charge in the Region.

### **6.3 VP – Finance & Support Services Report**

D. DeMarco noted that the updated Powerview-Pine Capital Project participant list was included in the Board package.

The replacement of the Micronik Control System at the Whitemouth District Health Centre was discussed earlier.

Budget – The Finance team worked closely with Regional Managers to put their budgets together and finance is compiling the work.

### **6.4 Financial Statements**

D. DeMarco reviewed the Consolidated Statement of Operations as at January 31, 2010 and noted that our year to date deficit is estimated at \$497,113.

## **7. Correspondence**

- March 2010 Board Calendar  
The District Health Advisory Council meeting is on March 16<sup>th</sup>

At this time, J. Hayes noted that Furlon Barker's Board term ends at the end of March and on behalf of the staff would like to wish him well. Furlon has become a trusted adviser and invaluable to North Eastman Health Association. He also noted that Furlon will continue to serve as a community representative on the Powerview-Pine Falls Capital Project.

M. Mills, on behalf of Fran Thompson, noted that she has enjoyed her time spent on the Board and that Fran hopes to be able to attend the Retirement Dinner

## **8. Adjournment**

**Motion by D. Franklin, seconded by B. Carmichael.**

**BE IT RESOLVED THAT:**

**The meeting be adjourned at 7:10 p.m.**

**MOTION CARRIED: 05.2010.8.0**

**NEXT BOARD MEETING:**

**Monday, March 22<sup>nd</sup>, 2010 – (Roundtable – Board of Directors only)**

**Monday, April 12<sup>th</sup>, 2010**