



North Eastman Health Association Inc.

Association de santé du Nord-Est inc.

Board of Directors Meeting – MINUTES

Meeting Number 09.2010.05.10

Corporate Office, Pinawa

May 10th, 2010

Board Members Present: M. Mills (Chair), R. Carmichael, T. Conroy, S. Day, D. Franklin (6:53), O. Johnston, D. MacDonald, V. Mathews, B. Sabanski, H. Slaby

Regrets: I. Goodall-George, K. Kost

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

Recorder: Gisele Wilson, Executive Assistant

M. Mills welcomed Barbara McCannell, Liaison for Manitoba Health to our meeting this evening. Introductions were made around the table.

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:

4.5 Pinawa Lions Club (B. Sabanski)

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

BE IT RESOLVED THAT:

The agenda be adopted as amended.

MOTION CARRIED: 09.2010.1.0

2. Presentation

Draft 2010/11 Operating Budget

J. Hayes and D. DeMarco met earlier today with the Finance, Capital Planning & Audit Committee and reviewed in detail the draft 2010/11 Operating Budget.

J. Hayes reviewed the funding letters from the Minister of Health which states that the government remains committed to sustaining health services. As final budget allocations cannot be released until the Provincial Estimates have been approved by the Legislature, the budget increase amount provided is meant as a guideline. The government recognizes that the funding level may fall short of our Health Plan request and as such, Manitoba Health will work together with our organization through these challenging economic times.

A revised draft 2010/11 Operating Budget package was included in the Board package. D. DeMarco reviewed the funding allocation for the year ended March 31, 2011, reviewing the Budgeted cost increases/(decreases) and the budgeted funding increases/(decreases). The total projected shortfall for 2010/2011 is \$890, 578.

3. Adoption of Minutes

The minutes from the April 26th, 2010 meeting were reviewed and adopted as presented.

Motion by O. Johnston, seconded by H. Slaby.

BE IT RESOLVED THAT:

The minutes from the April 26th, 2010 meeting be adopted as presented.

MOTION CARRIED: 09.2010.3.0

BUSINESS ARISING

3.1 Powerview-Pine Falls Capital Project Update

The update will be reported under item 6.3.

3.2 Annual General Meeting Planning

M. Mills noted that she did not receive any comments/suggestions regarding the Annual General Meeting planning update given at the last Board Meeting. Planning will continue and the Board will be kept updated.

4. New Business

4.1 2010 Volunteer, Staff Appreciation & Service Recognition BBQ Events

The 2010 Volunteer / Staff Appreciation and Service Recognition BBQ events will begin on June 11th. M. Mills noted that as in the past, Board members are asked to volunteer to attend and bring greetings on behalf of the Board. The following was agreed to:

June 11 @ 12:30 Lac du Bonnet Health Centre & Personal Care Home	Virginia / Margaret
June 14 @ 12:00 Kin Place Health Complex & Personal Care Home	Therese
June 15 @ 12:30 Whitemouth District Health Centre & Personal Care Home	Therese / Barbara
June 18 @ 12:00 Pine Falls Health Complex & Sunnywood Manor	Harold / Oral
June 21 @ 12:00 Beausejour Health Centre	Bob / Therese
June 23 @ 12:00 Pinawa Hospital & Corporate Office	Margaret
June 24 @ 12:00 East Gate Lodge & Payroll, Purchasing & ISS	Dan / Therese

4.2 District Health Advisory Council Application

T. Conroy noted that a District Health Advisory Council application was received from Joe Tyson from the RM of Springfield. T. Conroy reviewed the application with the Board and recommends approval of appointment to the DHAC.

Motion by T. Conroy, seconded by H. Slaby.

BE IT RESOLVED THAT:

The NEHA Board of Directors approves the appointment of Mr. Joe Tyson from Beausejour (RM of Springfield) to the District Health Advisory Council effective April 1, 2010.

MOTION CARRIED: 09.2010.4.2

4.3 Facility Tours

After some discussion, it was agreed that the Board will tour the Pinawa Hospital and the EMS facility on Tuesday, October 12th at 4:00 pm and then return to Corporate Office for their regular Board Meeting.

The Board also agreed to tour Kin Place Health Complex on Monday, October 25th at 4:00 pm and have the Board meeting following the tour in the MPR.

Further details will follow at a later date.

The Board also expressed an interest in touring the Pinawa Ironwood. They suggested July 12th at approximately 4:30 pm. J. Coleman will contact Ironwood and ask if this can be arranged.

4.4 National Health Care Leadership Conference

The 2010 National Healthcare Leadership Conference is being held from June 7-8, 2010 in Winnipeg at the Convention Centre. M. Mills noted that we were able to register 6 Board members for the pre-early bird registration. At this time it was decided that M. Mills would attend as Board Chair and the remainder of the names of those interested be put in a hat and 5 names would be drawn.

The Chair called a break at 7:10 p.m.

The meeting reconvened at 7:18 p.m.

Board members who will be attending the 2010 National Healthcare Leadership Conference will be, Margaret Mills, Barbara Sabanski, Dan Franklin, Harold Slaby, Oral Johnston, Steve Day, with the alternate being Bob Carmichael.

4.5 Pinawa Lions Club

B. Sabanski reported that the Pinawa Lions Club donated \$450 to the Pinawa Community Cancer Care Program for the purchase an iPod and i-Dock.

5. Board Governance

5.1 Chair's Report

M. Mills noted that a copy of the Board Governance Survey - Summary Results for Regional Health Authorities is included in the Board package. She noted that back in 2008 the Office of the Auditor General undertook a governance survey of all Board members, senior management of Crown organizations, etc. and that this document focuses on the results of the RHAs. It is a very valuable document and encourages Board members to take the time to read it.

The next Council of Chairs meeting is on May 13th, 2010.

5.2 Finance, Capital Planning & Audit Committee

S. Day noted that the April 12th, 2010 Finance, Capital Planning & Audit Committee Meeting Minutes are included in the Board package for information. S. Day noted a couple of corrections to the minutes.

The Finance, Capital Planning & Audit Committee met earlier today and reviewed and discussed in detail the draft 2010/11 Operating Budget. He noted that at this time, the Finance, Capital Planning & Audit Committee recommends the draft 2010/11 Operating Budget for Board approval as presented this evening.

Motion by S. Day, seconded by H. Slaby.

BE IT RESOLVED THAT:

That the NEHA Board of Directors hereby approves the Draft Budget for 2010/2011 as presented, with the understanding that the funding shortfall may have to be covered through the Region's equity fund and line of credit unless Manitoba Health provides additional funding.

MOTION CARRIED: 09.2010.5.2

The next Finance, Capital Planning & Audit Committee meeting will be with our Auditors and is scheduled for June 28th at 3:30 p.m.

5.3 Policy Committee

H. Slaby noted that the Policy Committee gave notice that the recommended amendments to the following policies would be brought to the Board this evening for their consideration and approval.

GP. 2 Board Job Description: Rewrite the lead sentence and text numbered 1, 2, and 3 to read: The role of the Board is to govern the management and affairs of NEHA by

1. knowing the Board's policies and related documents that form the governance process as detailed in the Board Policy Manual.
2. being well informed of the major issues and operations of NEHA and the environment in which it operates with emphasis on those elements that fall within the mandate of any Board Committee.
3. holding scheduled meetings to monitor progress towards the Board's strategic objectives to ensure the affairs of NEHA are conducted in accordance with Board policies.

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

BE IT RESOLVED THAT:

The NEHA Board of Directors approve the recommended revisions to Board Policy GP.2 Board Job Description – as per the Policy Committee Minutes of April 26, 2010 (attached).

MOTION CARRIED: 09.2010.5.3A

GP. 22 Board Linkages – District Health Advisory Council (DHAC): Delete the wording “Terms of Reference” from the headings.

Motion by H. Slaby, seconded by T. Conroy.

BE IT RESOLVED THAT:

The NEHA Board of Directors approve the recommended revisions to Board Policy GP.22 Board Linkages District Health Advisory Council – as per the Policy Committee Minutes of April 26, 2010 (attached).

MOTION CARRIED: 09.2010.5.3B

GP. 23 Board Linkages – Provider Advisory Committee (PAC): Delete the wording “Terms of Reference” from the headings.

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

BE IT RESOLVED THAT:

The NEHA Board of Directors approve the recommended revisions to Board Policy GP.23 Board Linkages Provider Advisory Committee – as per the Policy Committee Minutes of April 26, 2010 (attached).

MOTION CARRIED: 09.2010.5.3C

The Policy Committee at this time, would like to serve notice of the recommendations as noted in the Policy Committee Meeting Minutes of April 26th, 2010 to Policy GP. 27.2.2, GP. 29.2 and GP 29.3. These Policies will be brought forward at the next Board meeting for the Board’s consideration and approval.

The next Policy Committee meeting is scheduled for May 25th, 2010 at 4:30 in the large Boardroom.

6. CEO / Operational Items

6.1 CEO Report

J. Hayes provided copies of the letter he will be sending to Manitoba Health’s Kim Sharman, Bernadette Preun and Norm Blackie regarding NEHA Key Capital and Operating Budget Issues. J. Hayes noted that as a follow up to an earlier meeting with Manitoba Health, they suggested that he write a letter going over any NEHA key capital and operating budget issues and also thought that a regular monthly meeting in order to move some of these issues along. J. Hayes reviewed the letter in detail with the Board.

VP of Medical Services – J. Hayes noted that the recruitment process will begin in the near future.

6.2 VP - Programs & Services Report

Housing Initiatives - Seniors and Mental Health Clients – The Cross Department Coordination Initiative was established over 2 years ago. The focus of the initiative is to develop housing and supports for targeted groups (Seniors/Aging, Homeless, and Mental Health clients).

NEHA has been successful with building a case and gaining support for two Supportive Housing initiatives in our Region based in Pinawa and Springfield. These initiatives relate to the Seniors/Aging target group.

In relation to the housing needs for clients with mental health issues, initially it was proposed that a large centre be built with Federal funding that was available at the time (over two year ago). Through consultation, it was established that the preference was to have smaller units dispersed throughout the Region. Changes House is a transitional housing facility that will soon open in the Lac du Bonnet community. It will house five mental health clients, who can live there for up to two years and are supported by our staff Mental Health Proctors on an as needed basis.

The Pinawa Christian Fellow are planning to build and 8-unit housing development (Oak Haven Housing) in the next couple of years in their community. The intent is that this development will house four mental health clients and four suites that would be available to anyone.

As shared in an earlier Board meeting, the Portable Housing Benefit (PHB) provides a rent supplement of up to \$200/month to low income individuals who require assistance with housing. We know that safe, secure housing is necessary for anyone attempting mental health recovers. NEHA will be receiving grant funding (~\$27,500/year) to be flowed to an organized group which will oversee the hiring of a Housing Support Worker to deliver the PHB program.

6.3 VP - Finance & Support Services Report

Powerview-Pine Falls Capital Project Update – Ongoing design work by the Architects continues with the involvement of our Consultant, staff, and traditional healers and elders.

Whitemouth EMS Facility – Renovations to accommodate a crew quarters, office and a Plymovent exhaust extraction system have been completed.

Springfield EMS Site – Awaiting completion of the sub-division and land title transfer process by the RM of Springfield.

Lac du Bonnet EMS – This project will be included for consideration in the Manitoba Health Safety & Security funding requests.

Lac du Bonnet Health Centre Flooring replacement – The contract was awarded to Penner Flooring and work is expected to be completed by the end of July.

Whitemouth District Health Centre - Micronic Control System – The contract was awarded to Integrated Controls System and the work is expected to be completed by mid August.

7. Correspondence

- May 2010 Board Calendar
- The April 2010 North Eastman Breeze – for information

Reminder that the Annual Retirement & Long Service Dinner is tomorrow, May 11th.

8. Adjournment

Motion by H. Slaby, seconded by D. Franklin.

BE IT RESOLVED THAT:

The meeting be adjourned at 8:20 p.m.

MOTION CARRIED: 09.2010.8.0

NEXT BOARD MEETING:

Tuesday, May 25th, 2010