



North Eastman Health Association Inc. *Association de santé du Nord-Est inc.*

Board of Directors Meeting – MINUTES

Meeting Number 08.2011.04.11

Corporate Office, Pinawa

April 11th, 2011

Board Members Present: M. Mills (Chair), R. Carmichael, S. Day, D. Franklin, I. Goodall-George, O. Johnston, D. Kelly, K. Kost, D. MacDonald, D. Owen, B. Sabanski, M. Simard, H. Slaby, U. Wendt

Regrets: T. Conroy

Staff present: Ron Van Denakker, Chief Executive Officer
Judy Coleman, Acting CEO and VP - Programs & Services
Donna DeMarco, VP - Finance & Support Services
Bonnie Frith, VP Quality & Organizational Development

Recorder: Gisele Wilson, Executive Assistant

1. Call to Order and Adoption of Agenda

M. Mills called the meeting to order at 6:11 p.m. The Agenda was adopted with the following additions:

- 3.4 Beausejour EMS Station (D. Franklin)
- 4.4 Policy Committee (H. Slaby)

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

BE IT RESOLVED THAT:

The agenda be adopted as amended.

MOTION CARRIED: 08.2011.1.0

2. Adoption of Minutes

The minutes from the March 28th, 2011 meeting were reviewed and adopted as presented.

Motion by I. Goodall-George, seconded by O. Johnston.

BE IT RESOLVED THAT:

The minutes from the March 28th, 2011 Meeting be adopted as presented.

MOTION CARRIED: 08.2011.2.0

BUSINESS ARISING

- ◆ Meeting with Health Canada

J. Coleman noted that she and Dr. Nyhof attended a meeting with FNIH and Keith Clark, Pharmacist from Pine Pharmacy in Powerview-Pine Falls on March 30th, 2011. There was good discussion regarding the National Prescription Monitoring Program (PMP) that has been implemented in some provinces. There is a pilot project in Manitoba, involving the Swan Lake area. It is important to have community buy in to be successful. She noted that Dr. Nyhof also shared that in Burntwood, the Clinic has developed contracts with clients that are suspected of abusing narcotic prescriptions.

The first step to move forward will be to organize a community meeting, inviting partners such as schools, RCMP, leadership from surrounding communities, etc. Dr. Nyhof will take the lead with facilitating this meeting, most likely looking at September.

She noted that the Pharmacist from Powerview-Pine Falls reported some reduction in the abuse of two prescription narcotics in the area in the past year.

H. Slaby noted that for information and interest, he brought along two articles from Florida regarding prescription drug abuse. G. Wilson will make copies and circulate to the Board.

3. New Business

3.1 Ethics Committee Meeting

The Regional Ethics Committee met on March 30th, 2011. The Chair of the Committee is Lorraine Dent-Prychun, Director, Long Term Care Services. The Committee reviewed and revised the policies. M. Mills noted that there is now a more active referral / consultation process system.

A reminder that the Ethics / Spirituality Workshop is being held on Tuesday, April 19th, 2011. If any Board member is interested, the registration deadline is tomorrow, April 12th and the cost is \$40. The venue location has been changed to St. Paul's United Church in Beausejour. M. Mills will be attending.

3.2 CEO Meet & Greet

R. Van Denakker noted that the Meet and Greet in Powerview-Pine Falls was great. He had the opportunity to meet a lot of staff and everyone was friendly. He toured the facility and also had a chance to review the drawings for the capital project with A. Tardiff. He's looking forward to the others.

3.3 Retirement Dinner

A reminder that the Retirement Dinner is being held on May 18th, 2011 and the RSVP deadline is April 15th, 2011. The following Board members responded their attendance, H. Slaby, O. Johnston, D. MacDonald, D. Owen, S. Day (2), M. Mills (2), and M. Simard (2). G. Wilson will forward to S. Peitsch.

3.4 Beausejour EMS Station

D. Franklin brought up a concern regarding the Beausejour EMS Station where he had heard about a carbon monoxide issue. Discussion ensued. J. Coleman noted that it was uncertain if the carbon monoxide alarm issue was related to the Plymovent system and may be an issue with the furnace. Regarding the Plymovent system though, there are issues related to the diameter of the exhaust tailpipe of the new vehicles. We have been working with Fleetnet and she noted that J. Pilon has today dropped off a tailpipe adapter for the vehicle that will be tested to make sure it works. If the adapter works then all others will be adapted.

4. Board Governance

4.1 Chair's Report

M. Mills noted there was no Council of Chairs meeting this month. The minutes from the March 10th, 2011 meeting will be circulated when received. The next Council of Chairs meeting is scheduled for May 12th, 2011.

The new Chair of the Council of Chairs is Jim Rodger from the Interlake RHA and the Vice Chair is Margaret MacDonald from the Brandon RHA.

4.2 Finance, Capital Planning & Audit Committee

S. Day noted that the Finance, Capital Planning & Audit Committee met earlier today. He noted that the Committee meeting minutes from March 14th (included in March 28 Board package) have now been approved by the Committee.

At today's meeting, the Committee received Capital Project updates from D. DeMarco and B. Frith. Manitoba Health has approved the contract for the construction of crew quarters in the EMS Station in Lac du Bonnet. The Financial statements were reviewed in detail and there was discussion on the banking interest rates.

4.3 Human Resources Committee

B. Carmichael noted that the Draft minutes from the Human Resources Committee meeting of March 16th are included in the Board package for information. He noted that the meeting was prior to the MGEU strike mandate vote taken. J. Coleman reported that negotiations are ongoing.

The next Human Resources Committee meeting is tentatively scheduled for June.

4.4 Policy Committee

H. Slaby wished to thank T. Conroy for being Acting Chair while he was away. The Policy Committee minutes from February 28th meeting will be issued as soon as they are finalized.

The next two Policy Committee meetings are scheduled for April 26th and May 24th, both at 4:30 pm in the Small Boardroom.

5. Operational Items

5.1 Chief Executive Officer Report

R. Van Denakker gave brief verbal report.

Pursuing Excellence Leadership Training: He noted that it was a pleasure to participate in quality workshop. Details of the workshop will be reported under B. Frith's report. It was also a great opportunity to meet a number of the Management team.

CEO Interview: Had the opportunity to get interviewed by Ann Klassen for our External Newsletter.

Operating Budget Review: Friday, April 8th was spent with J. Coleman, D. DeMarco, K. Hanna and K. Schulz reviewing the operating budget. Reviewed contract settlements, adjustments by the programs, impact of price and volume, etc. R. Van Denakker noted that the Board will receive the Draft Operating Budget package for 2011/12 at the April 26th meeting for discussion at the May 9th Board Meeting.

R. Van Denakker will be meeting with Colleen Johnson, CAO, Town of Lac du Bonnet on April 15th, 2011 regarding the Lac du Bonnet PCH site.

R. Van Denakker will be participating in upcoming meetings with Manitoba Health, Capital Planning to discuss the capital projects in Powerview-Pine Falls and Lac du Bonnet. He will also participate on a conference call with J. Coleman and Manitoba Health regarding the Berens River Renal Health Program.

News Release: Province Moves Ahead with Brandon Medical Education Study. The Manitoba government is investing \$350,000 to determine how enhancing medical education in Brandon can help to increase the number of doctors across the province.

R. Van Denakker briefly spoke to the format of the reports being provided to the Board. He noted that there seems to be some overlap/duplication and perhaps could streamline to one consolidated report. Further information to come.

5.2 VP - Programs & Services Report

J. Coleman reported earlier regarding prescription drug abuse.

Ironwood Supportive Housing: There are still four vacancies. A meeting is scheduled next week with Ironwood to discuss strategies to increase occupancy. She also noted that that Manitoba Health is looking for a pilot site with vacant supportive housing suites and looking at ways to subsidize. J. Coleman noted that we have put our name forward for this pilot project. A question was posed as to whether we anticipate that the vacant suites would be occupied by June? J. Coleman thought that perhaps by September.

5.3 VP - Finance & Support Services Report

D. DeMarco noted that the Finance Department is very busy working on the budget – year end being March 31st.

Powerview-Pine Falls Health Care & Aboriginal Healing Centre: B. Frith met with Norman Blackie, Manitoba Health, Capital Planning, prior to her holidays and he indicated the budget for the Aboriginal Health Centre project has been approved by the Treasury Board, although he did not share the amount. Manitoba Health Capital Planning has requested a meeting which is scheduled for April 20th with R. Van Denakker, J. Coleman, B. Frith and D. DeMarco to discuss this project further.

D. DeMarco met with the Pine Falls Foundation on April 5th and provided them an overview of the project scope, shared the draft schematic designs and discussed the Community Contribution policy with them.

O. Johnston noted that NEHA needs to convey to the government, NEHA's and the community's frustration and disappointment regarding the announcement / timeline of the project. The official announcement was in December 2008 and the only preliminary work seen is the digging for the Geothermal field. M. Mills noted that after the meeting with Manitoba Health, perhaps NEHA should send out a press release to the local papers.

Whitemouth District Health Centre, Micronic Control System: Completed. Programming and training has been completed.

Pinawa Hospital Renovations to Lab: The walls are painted, T-bar ceiling has been put up and the new flooring is installed. Waiting for the new lab cabinets and HVAC units. ISS is starting network cabling for this project on April 11, 2011.

Information Systems Services

Home Care Procura: A meeting has been scheduled for May 4th. Procura is considering implementation in the Fall of 2011.

EHR or E-Chart: Tentative plan is to have pilot Phase 1 in Beausejour in April 2011. ISS is starting computer replacement the week of April 11th to accommodate requirements.

5.4 VP - Quality & Organizational Development – Capital Projects Update

Lac du Bonnet EMS Facility: Following a review of the revised drawings and subsequent discussion, we met with Langreen on March 21, 2011 and they presented amended drawings and also provided us with a detailed breakdown of costs associated with the project within a total budget of \$275,000. The amended drawings and cost breakdown was reviewed with Manitoba Health on March 28, 2011. We have now received a letter from Manitoba Health dated April 8, 2011 approving the construction of the crew quarters addition to the Lac du Bonnet EMS facility in the amount of \$304,910. As this is a Safety and Security project, NEHA is responsible for the funding of any and all Change Orders that could ensue from this project.

Following Board approval, we will award the contract to Langreen. B. Frith stated that Langreen are in a position to start construction in early May with a completion date of July 2011.

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

BE IT RESOLVED THAT:

The NEHA Board of Directors approves the acceptance of the Langreen (2005) Ltd. Design-build bid for construction of the crew quarters addition to the existing EMS facility in Lac du Bonnet in the amount of \$304,910.00 as per Manitoba Health's approval letter dated April 8, 2011, re: 2010/2011 Safety & Security Project #2754.

MOTION CARRIED: 08.2011.5.4

Lac du Bonnet PCH: B. Frith noted that R. Van Denakker received a letter today from Norman Blackie, confirming the 80 additional beds for our Region. In the next couple of weeks Manitoba Health will initiate discussions with NEHA.

NEHA met on March 24, 2011 with the representatives of the Town of Lac du Bonnet and surrounding Rural Municipalities to continue discussions regarding the community contribution for this project. The meeting went very well and it is obvious they are pleased to see this project moving forward.

A meeting is scheduled with Manitoba Health, Capital Planning, for April 20th to discuss the process for moving forward with the planning and development of this capital project.

Powerview-Pine Falls EMS Facility: As a result of our request, we have received a letter from the Town of Powerview-Pine Falls confirming the Town will extend the utility to the property line to accommodate the new construction in Pine Falls.

Langreen has advised that the project is proceeding on schedule. Currently, Friesen Drilling is on site drilling for the Geothermal Field. Langreen has contracted with local businesses for building materials and storage and this is seen as very favorable by the Town of Powerview-Pine Falls.

Springfield EMS Facility: NEHA has received correspondence from D'Arcy and Deacon, dated February 18, 2011 that indicates they will be providing NEHA with a letter confirming

that the RM of Springfield has completed all necessary steps to complete a subdivision and will be in a position to provide us with a parcel of land. They expect to be in a position to work with our lawyers to commence the transfer of lands in the next month or so. They have made contact with our lawyers to confirm these details.

Pursuing Excellence: B. Frith made a presentation to the Board on the education received by the Regional Management Team regarding "pursuing Excellence" based on Lean/Six Sigma process. Manitoba Health contracted LTS Consulting to deliver training on Lean/Six Sigma throughout the RHAs in Manitoba. B. Frith noted that we were the only RHA to request a one-day training day for our leadership team. She also indicated that three project teams were selected to receive two days of training and follow a 120 day Rapid Improvement Cycle.

A copy of B. Frith's presentation will be emailed to the Board. The Board looks forward to hearing updates regarding the three projects.

5.5 Financial Statements

D. DeMarco noted that included in the Board packages for information, is the line by line description/explanation of the Financial Statements.

The Financial Statements ending February 28th, 2011 were included in the Board packages for information and D. DeMarco briefly reviewed with the Board. At this time, the projected deficit to March 31, 2011 is \$450,000 (exclusive of the MSSP severance liability).

D. DeMarco also noted that this is the time of year where the Board is reimbursed \$100 on their next expense claim, to cover incidental costs for printing, stationary, etc. If any Board member does not wish to be reimbursed, please advise. K. Kost and B. Sabanski did not wish to be reimbursed. Also, the Board can take home a ream of paper.

6. Correspondence

- 2011 April & May Board Calendar – for information
- Save the Date: Manitoba Centre for Health Policy Rural & Northern Healthcare Workshop – Tuesday, October 25, 2011 at The Marlborough.
It was noted that the Provincial Leadership Forum will be held on Wednesday, October 26, 2011 at the Convention Centre.
- Revised Board Policy GP.3 Corporate Office Staff to be inserted into Board Policy Binder
- Acute Care Presentation to the Board – Brenda Neufeld, Director, Acute Care Services, will present at the next Board Meeting, April 26th, 2011

The Annual Spring Research Symposium, "Dialogue on Aging" is being held on May 2, 2011, at the Brodie Centre, 727 McDermot Avenue. Registration deadline is April 21. If any Board member is interested in attending, please register directly.

8. Adjournment

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

BE IT RESOLVED THAT:

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

MOTION CARRIED: 08.2011.8.0

Next Meeting:
Tuesday, April 26th, 2011
Corporate Office Boardroom