



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

Board of Directors Meeting – MINUTES

Meeting Number 17.2011.09.26

Corporate Office, Pinawa

September 26th, 2011

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

Regrets: D. MacDonald

Staff present: Ron Van Denakker, Chief Executive Officer
Judy Coleman, VP – Programs & Services
Bonnie Frith, VP – Quality & Organizational Development
Dr. Harold Nyhof, VP – Medical Services
Brian Magnusson, Director – Human Resources
Kathy Hanna, Director Financial Services (6:00 pm to 6:55 pm)

Recorder: Gisele Wilson, Executive Assistant

1. Call to Order and Adoption of Agenda

M. Mills called the meeting to order at 6:00 p.m. The Agenda was adopted with the addition of:

- 4.2 Telehealth Session (T. Conroy)
- 4.3 Report from the DHAC Meeting (I. Goodall-George)

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

BE IT RESOLVED THAT:

The agenda be adopted as amended.

MOTION CARRIED: 17.2011.1.0

2. Presentation – Diagnostic Services

J. Coleman introduced Earl Slimmon, Director of Diagnostic Services. Diagnostic Services includes laboratory, imaging and electrocardiography services.

Earl's presentation provided an overall view of the services provided, staffing levels, increasing workloads, some of the challenges, what's been accomplished, and what is needed to move forward.

The Board thanked Earl for his interesting presentation. Earl left the meeting at 6:45 pm.

3. Adoption of Minutes

The minutes from the September 12th, 2011 meeting were reviewed and adopted with the following corrections: page 3, under Finance, Capital Planning & Audit Committee, "S. Day noted that the **October** Finance, Capital Planning & Audit Committee meeting will be held during the week of **October 17-21.**" Page 4, Primary Care Network (PCN): "Representatives from Manitoba Health ... and **Dr. Harold Nyhof** met to discuss steps to developing..."

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

BE IT RESOLVED THAT:

The minutes from the September 12th, 2011 meeting be adopted as amended.

MOTION CARRIED: 17.2011.3.0

BUSINESS ARISING - none

4. New Business

4.1 Annual General Meeting

M. Mills thanked all Board members who were able to attend the Annual General Meeting on September 22nd, 2011 in Oakbank. The consensus is that the meeting was very successful. The total number of people who signed in was 68. Karen Stevens-Chambers, Director of Home Care Services, did an outstanding job with her presentation on the Continuum of Care, Housing Options for Seniors. The Health Displays set up around the room were very informative and everyone should be commended.

4.2 Telehealth Session

T. Conroy noted that she attended a very interesting lunch-time Telehealth session on September 23. The presentation was "Compassion Project – Self Compassion for Caregivers – Preventing Burnout". It was provided by the St. Boniface Grand Rounds.

4.3 District Health Advisory Committee Meeting

I. Goodall-George provided a brief summary of the District Health Advisory Committee meeting held on Tuesday, September 20th, 2011. He noted that it was a good meeting, good discussion and good attendance. J. Sayer provided a presentation on Information Systems Services. Some concerns were brought up through the round robin portion of the meeting and J. Coleman advised that she has forwarded to the appropriate persons. The next District Health Advisory Committee meeting is scheduled for Tuesday, November 15th, 2011.

5. Board Governance

5.1 Chair's Report

M. Mills noted that three of the four Accreditation Surveyor Team have been announced, Ms. Maura Davies, Dr. Eric Parsons and Mr. Glenn McRae. The fourth team member will be announced at a later date. NEHAs Accreditation Survey dates are June 10 – June 15, 2012. Copies of the Surveyor Profiles were distributed for information.

Included in the Board package is the Boards' confirmation of registrations and accommodations for the Rural and Northern Healthcare Workshop and the Provincial Health Leadership Forum.

5.2 Finance, Capital Planning & Audit Committee

S. Day noted that the Finance, Capital Planning & Audit Committee minutes of August 22, 2011 have been approved and are included in the Board package for information. The Committee met earlier today and reviewed in detail the Financial Statements of July 31, 2011. The Committee discussed and are now recommending Board approval for the following two resolutions.

Motion by S. Day, seconded by T. Conroy.

BE IT RESOLVED THAT:

The NEHA Board of Directors authorizes the establishment of a line of credit and approved borrowings for up to \$300,000 for the Powerview-Pine Falls Primary Health Care Centre and Traditional Healing Centre Redevelopment Project. As indicated in the August 22, 2011 letters from Manitoba Health, the principal and interest payments will be fully funded by Manitoba Health– 2008/2009 Major Capital Project #2267.
MOTION CARRIED: 17.2011.5.2A

Motion by S. Day, seconded by O. Johnston.

BE IT RESOLVED THAT:

The NEHA Board of Directors approves the acceptance of the Simplex Grinnell proposal for the replacement of the fire alarm system at the Pine Falls Health Complex in the amount of \$39,171.12 (\$36,320.00 + PST \$2,542.40 + GST net of rebate \$308.72) as per the Manitoba Health approval 2011/12 Safety and Security Project # 2855.

MOTION CARRIED: 16.2011.5.2B

The next Finance, Capital Planning & Audit Committee meeting is scheduled for October 19th, 2011 at East Gate Lodge, 5:30 supper / 6:00 meeting.

Policy Committee

H. Slaby noted that the draft Policy Committee minutes of September 12th, 2011 are included in the Board package for information. The next Policy Committee meeting is October 11th, 2011.

6. CEO / Operational Items

6.1 Chief Executive Officer Report

R. Van Denakker provided the following report to the Board. He welcomed B. Magnusson, Director of Human Resources Services, who will now report through the CEO Report.

Pressure Points: NEHA is meeting with Manitoba Health to discuss the key pressure points that require immediate attention. All of the issues have been identified in the Health Plan. Pressure points include, no direct Computed Tomography & Ultrasound access in NEHA despite high volumes; EMS Staffing; Emergency Psychiatric Services; Endoscopy; and Home Care Staffing Resources.

“Best Brains Exchange”: R. Van Denakker and D. DeMarco attended the Canadian Institute of Health Research (CIHR) sponsored event. Some of the key themes were: Aging is a relatively small cost driver; need to pay more attention to appropriateness not volumes and wait lists; length of stay is a cost saver; say NO to things that don't make sense; engage Primary Care physicians in clinical plan and budgeting; prevention is not going to have a big impact in the short term; focus on acute care; no perfect funding model but lots of strong arguments for global budget.

Capital Projects

Powerview-Pine Fall EMS: Construction is complete. A Ribbon Cutting ceremony and tours of the new facility as well as a celebration of moving to the Design Development Phase of the Primary Health & Aboriginal Healing Centre Project is being organized.

Lac du Bonnet EMS Facility: Minor delays are resulting in a completion date of mid October.

Lac du Bonnet PCH Beds: The Steering Committee continues to meet every three weeks. Currently working on the Role Statement and Expression of Interest , A programmer will be hired to develop the Functional Plan. The next meeting is Wednesday, September 28, 2011.

Supportive Housing Update: RM of Springfield, Manitoba Housing and LM Architects will be meeting in Oakbank to discuss site options and space requirements. NEHA will be meeting on October 11, 2011 with the RM and Manitoba Housing.

Springfield EMS Facility: Winnipeg Land Title Office transfer request is still pending. The Rural Municipality and Manitoba Health and NEHA met September 9, 2011 to discuss cost of road, sewer and water infrastructure to the proposed EMS station location. Manitoba Health confirmed they will not contribute to the extension of the services to the proposed location of the Springfield EMS. The standard package is for the necessary services to be to the property line. The RM has been informed. Next steps are pending.

Powerview-Pine Falls Primary Health Care & Aboriginal Healing Centre: NEHA is organizing the project team and the community to meet on October 24, 2011 to kick-off the design development process.

VP Quality & Organizational Development

Accreditation: NEHA's Accreditation Survey dates are June 10-15, 2012. Accreditation will be our opportunity to showcase some of the innovative strategies and outcomes that have taken place within NEHA since 2009.

Pursuing Excellence: Manitoba Health is continuing to lead and support this initiative by provincially implementing a second wave of training. A Provincial Leadership Training session is being planned by the Innovation Branch at Manitoba Health on October 17, 2011. Each RHA has been asked to send up to four participants.

VP Programs & Services

Berens River Renal Health Program: Recruitment for nursing staff – have made job offers to two candidates and one more in process of screening. Our goal is to have the three nurses go through the Nephrology Nursing course Oct-Dec 2011. We are exploring security options including remote monitoring as well as security personnel. The recruitment process for other support services will begin shortly. We will also be pursuing a vehicle for transportation for our staff while in Berens River as contracting this service may be unreliable. The capital project appears to be ahead of time by one month and should be complete by the end of October 2011.

Acute Care Program:

Occupancy Issues – all three acute care sites have been close to full occupancy this summer. A policy that relates to placement of Long Term Care clients waiting for a bed in a PCH has been drafted and will be approved in the next few weeks for implementation.

Releasing Time to Care Project – The team from Beausejour Hospital has completed training. It is expected that the project work will proceed over the next year.

Teen Health Clinics expansion – NEHA has responded to a call for proposals from Healthy Child Manitoba to expand teen health clinics in our region. As you are aware we developed two very successful clinics in 2008 in Oakbank and Hollow Water. 'Connecting Youth with Resources' speaks to our philosophy and we have adopted a harm reduction and holistic approach. Our plan would be to expand to the entire region.

VP Finance and Support Services

We have been advised that an Internal Audit will be performed on our region, likely during late November or early December. The first Internal Audit was performed during 2003/04

with a final report being issued in December 2004. Manitoba Health and the Province of Manitoba have engaged an Audit Consultant to perform the second cycle of RHA audits. We have been advised that this audit will involve a follow-up of any recommendations made in the earlier review, plus a review of the RHA's grant accountability process.

VP Medical Services

E-Chart: Everything is working well with the providers in Beausejour. Positive feedback and tracking stats from eHealth show reasonable usage. Manitoba eHealth is working on a 6 to 10 minute promotional video to highlight eChart, EMR and Telehealth advantages. Dr. Nyhof will be on the video to champion the eChart implementation.

EMR: Our Project Manager, Phil Stelsovsky, has been very helpful in navigating the steps required for EMR implementation. The tentative date for first implementation is November 14th in Beausejour, but obtaining and configuring hardware may require changing this date to January 9th, 2012.

Physician Resources: Unfortunately we will very shortly be losing Brent Gouthro, our Nurse Practitioner in Whitemouth. His presence will be sorely missed. Recruitment is in progress.

Primary Care Network: In process of developing Project Charter – PCN Planning within NEHA. Funding available for the next year of planning, as well as specific funding for operations once PCN kicks off. Eventually funding is planned to be based on performance indicators. A Project Manager has been hired to lead the project effective October 1, 2011.

6.2 Financial Statements – ending July 31, 2011

The Financial Statements ending July 31st, 2011 were included in the Board packages for information. In D. DeMarco's absence, Kathy Hanna, Director of Financial Services reviewed the statements with the Board along with the variance report. Projected deficit to March 31, 2012 is \$900,000.

7. Correspondence

- 2011 October and November Board Calendars – for information

The dates for the upcoming 2011 Staff Service Recognition awards will be emailed to the Board of Directors.

8. In-Camera Session

There was no need for an in-camera session.

9. Adjournment

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

BE IT RESOLVED THAT:

The meeting be adjourned at 8:00 p.m.

MOTION CARRIED: 17.2011.9.0

Next Meeting:

**Tuesday, October 11th, 2011
Corporate Office Boardroom**