

**MINUTES of the Southern Health-Santé Sud Governing Board Meeting held
Tuesday January 22, 2019
Regional Office – La Broquerie, MB**

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Present	Board:	Staff:	Guests:
	Cheryl McKittrick, Vice Chair Debbi Bergner Fortier Pat Brennan Ramona Coey Elin Czeranko Debbie Iverson Konrad Narth Bill Osachuk Terrie Porter	SLT: Jane Curtis, CEO Cheryl Harrison Ken Klassen Marie Lacey Other: Trish Braun, Regional Manager – Planning & Engagement Jane Saunders, Recording Secretary	Ales Morga, Regional Director – Planning and Evaluation Danielle Dupuis, Regional Manager - Finance
Regrets:	Abe Bergen, Chair Dr. Desmond Leen		

The Southern Health-Santé Sud Board of Directors (the Board) acknowledges that the land on which it gathers is Treaty 1 territory and the traditional territory of Anishinaabeg, Ojibway, Cree, Oji-Cree, Assiniboine, Dakota, and Dene peoples, and the homeland of the Métis Nation. The Board also acknowledges that Southern Health-Santé Sud has multiple cultures and is a designated bilingual region.

***Sacred Moment:** At a Board workshop on People Centeredness, it was decided that, at the start of each regular day of Board meetings, the Board would take a moment to pause and reflect on its mission and on the people it serves throughout the region - to stop and look at the consequences whenever changes or decisions are made about services or programs, and be aware of how it affects the people whom that service or program was made for in the first place.*

Mr. Konrad Narth shared a YouTube video highlighting the contagious effects that our general mood/attitude has on others around us. Giving out positive energy has a positive affect on more than just ourselves. As a Board, it is important to reflect positivity at the Board table. This sets the tone for the entire organization as it is reflected through the CEO and the Senior Leadership Team.

Action

1. Welcome & Call to Order The Chair called the meeting to order at 12:45 p.m.
2. Approval of proposed Agenda MOTION THAT
The Southern Health-Santé Sud Board of Directors approves the agenda as presented.
MOVED BY: Konrad Narth
SECONDED BY: Terrie Porter CARRIED
3. Approval of Minutes of Board Meeting MOTION THAT

The Southern Health-Santé Sud Board of Directors approves the minutes of meeting held December 18, 2018 as presented.

MOVED BY: Pat Brennan
SECONDED BY: Elin Czeranko CARRIED

4. In-Camera –
Report

No report.

5. Board
Committees

5.1. Finance Committee of the Whole – Report
Mr. Konrad Narth reported highlights and noted that the overall fiscal position remains strong with the current operating surplus representing 2.4% of Southern Health-Santé Sud budget.

MOTION:

THAT the Southern Health-Santé Sud Board of Directors approves the report of Statement of Operations and Financial Position, as presented by the Southern Health-Santé Sud CEO/VP - Finance & Planning, for the period to December 31, 2018, which indicates a Year-to-Date Operating surplus of \$ 6,007,881.

MOVED BY: Konrad Narth
SECONDED BY: Debbi Fortier Bergner CARRIED

5.2. Quality & Patient Safety Committee of the Whole – Report
Disaster Management Table-Top Exercises: Planning is underway with the Town of Morris and staff from Morris General Hospital and Red River Valley Lodge for an event on February 7, 2019 and following their exercise in October, the City of Steinbach and Rural Municipality of Hanover have met as an Emergency Operations Centre (EOC) to review the exercise.

Quality & Patient Safety Agenda Items: given the requirement for the Board to evidence that at least 25% of its meeting time is attributed to Quality & Patient Safety items, the Board adopted the following symbol because of its apparent neutrality: ☘

5.3. Policy Review Committee – Report
No report.

5.4. Community Engagement Planning Committee – Report
The Board received a copy of the minutes of meeting held October 19, 2018 for information.

Annual Public Meeting: location to be determined.

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves the following details for its 2019 Annual Public Meeting:
Date: Wednesday October 2, 2019 at 6:00pm

Topic: Health Transformation and Community Health Assessment Key Findings and Usage.

MOVED BY: Elin Czeranko
SECONDED BY: Pat Brennan CARRIED

Stakeholder Groups/Community Engagement:

Recognizing the importance of community engagement and the opportunity that current stakeholder groups offer, the Board supported the following actions:

- Board Members to attend stakeholder meetings that are not in their home community; this to reinforce that Board Members represent the whole region.
- In accordance with GP-7 Community Engagement, at its inaugural meeting, the Board to invite Board Members to select the stakeholder group they would like to attend with the understanding that, if unable to attend a meeting, another Board Member would be asked to cover.
- Add to Annual Governance Framework under Inaugural Board meeting requirement for Board Members to be appointed to stakeholder groups and include pertinent information such as meeting time of day.

The Board agreed the concept of having Board Member representation at Stakeholder Group meetings as per information presented would be good.

Local Health Involvement Groups (LHIGs):

The Board received the Fall 2018 LHIGs Report and thanked the groups for their on-going work.

Board Feedback Report to the LHIGs – *Closing the Loop, Fall 2018*

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves the *Closing the Loop Fall 2018* report.

MOVED BY: Debbie Iverson
SECONDED BY: Konrad Narth CARRIED

5.4.1. Regional Medical Advisory Committee - Board Member Representation

As requested at its December 18, 2018 meeting, Ms. Ramona Coey led the Board in considering its current practice of having a Board Member attend specialized subject matter groups such as the Regional Medical Advisory Committee (RMAC).

The Board confirmed that attendance at RMAC provided an opportunity for the Board to engage with Physicians and therefore agreed that representation should continue.

The Board considered the benefit/reason of having a template for recording notes and/or developing guidelines for Board Members attending stakeholder groups – include within Community Engagement Committee Terms of Reference (GP-12).

- Add to next CEPC meeting – invite Ramona Coey to join.

Recording Secretary

6. Board Monitoring

6.1. Summary of Board Meeting Evaluation – Report

Mr. Konrad Narth provided a review of the Board Meeting Evaluation for December, noting that the overall response remains high indicating constructive meetings with a strong focus on Quality & Patient Safety items. It was noted that taking part by phone is usually difficult.

6.2. Governance Process (GP-15) Conflict of Interest

Mr. Konrad Narth provided a review of the Board's policy GP-15 Conflict of Interest and reported that the Board is compliant. It was also noted that the current attachment Appendix A is out-of-date.

- Update GP-15 with current Appendix A

Recording Secretary

6.3. Governance Dashboard

Ms. Ales Morga, Regional Director – Planning and Evaluation, presented the Governance Dashboard against Board END Accessible Health Services and Executive Limitation (EL-2) Treatment of Clients.

7. Board Education

7.1. Education Events - Feedback

Manitoba Indigenous Cultural Safety Training (MICST) – On-line Course administered through the Winnipeg Regional Health Authority (WRHA):

It is understood that additional seats can be purchased for this on-line course.

- Board Members to advise the Recording Secretary on or before January 25, 2019, if they would like to be registered for the on-line course.

Board Members

7.2. Finance – Public Sector Accounting Standards

Mr. Ken Klassen introduced Ms. Danielle Dupuis, Regional Manager – Finance, who provided an overview of the Public Sector Accounting Standards (PSAS) without 4200 or full PSAS and explained what transitioning to these standards means for Southern Health-Santé Sud in regards to the recording and reporting of financial information and statements.

8. Other Board Work

8.1. Governance Process (GP-16) Board Annual Self-Evaluation

Board Members handed in completed evaluations.

8.2. Board-CEO Linkage (BC-5) Monitoring CEO Performance & CEO Performance Appraisal

Board Members received a CEO performance appraisal package.

It was noted that, being newly appointed, Ms. Debbi Bernger Fortier and Mr. William Osachuk, would not take part in the appraisal process; rather, they will take part as observers.

Ms. Pat Brennan agreed to be the Recorder for the Board's responses.

Ms. Cheryl McKittrick and Ms. Pat Brennan will join the Board Chair in meeting with the CEO.

- Arrange a mutually convenient date/time to meet.

Recording
Secretary

9. Information

9.1. Chair's Report

Recognizing that online courses will likely become more common place in the future, the Board considered the Chair's recommendation that, upon completion, Board Members to be reimbursed for this course at the one-day (8 hours) meeting rate.

MOTION

The Southern Health-Santé Sud Board of Directors approves the remuneration of one day (8 hours) for Board Members completing the Manitoba Indigenous Cultural Safety Training (MICST) on-line course and the Board Governance Patient Safety on-line course.

MOVED BY: Debbi Bergner Fortier

SECONDED BY: Terrie Porter CARRIED

- Governance Process (GP-16) Board Education: include appropriate reference to on-line courses under listing noted at criteria #1.2.1

Policy
Review
Committee

9.2. Leadership Report

Ms. Jane Curtis highlighted the following points from her leadership report:

- 18 staff have successfully completed the Red River College Leadership course.
- Mr. Kyle MacNair has been appointed to the position of Director of Health Services – Boundary Trails Health Centre. Mr. MacNair is also currently filling the Regional Director – Pharmacy role until this position can be filled.
- Hyperacute Telestroke program: as of January 24, 2019, this program is now fully implemented at all three Regional Centres: Boundary Trails Health Centre, Portage District General Hospital and Bethesda Regional Health Centre. Southern Health-Santé Sud has worked actively with Susan Alcock, WRHA Stroke Coordinator and WRHA Stroke Neurologists to prepare for the implementation of this Regional Hyperacute Stroke Program as part of the Provincial Hyperacute Stroke Program.

The Board expressed congratulations and thanks to all the staff who have trained and prepared for this.

The Board noted that, further to the Governance Standards exercise carried out at its December meeting, information pertaining to community stakeholder groups is included in the CEO's Leadership Report.

9.2.1. Staff Newsletter #64

The Board received access to Staff Newsletter #64 for information.

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| 10. Information Requested by the Board | No report. |
| 11. Board Monthly Meeting Evaluation | Board Members each completed a Board Meeting Evaluation form. |
| 12. Option to Move Into In-Camera | 3:20 p.m. All staff left the room.
The Board moved into In-Camera.
The Board moved out of In-Camera – rise with report. |

- Prepare a letter to the Minister regarding Board vacancies.

Recording Secretary

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| 13. Date/Location of Next Meeting | Tuesday February 26, 2019 : Regional Office – Southport, MB |
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| 14. Adjournment | MOTION
THAT the Southern Health-Santé Sud Board of Directors meeting be adjourned at 3:37pm
MOVED BY: Ramona Coey
SECONDED BY: Pat Brennan CARRIED |
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