

**MINUTES of the Southern Health-Santé Sud Governing Board Meeting held  
Tuesday April 30, 2019  
Regional Office – La Broquerie, MB**

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Present	Board:	Staff:	Guests:
	Abe Bergen, Chair Cheryl McKittrick, Vice Chair Debbi Bergner Fortier Pat Brennan Ramona Coey Elin Czeranko Debbie Iverson Dr. Desmond Leen Bill Osachuk Terrie Porter	SLT: Jane Curtis, CEO Dr. Denis Fortier Cheryl Harrison Ken Klassen Marie Lacey Martin Montanti  Other: Trish Braun, Regional Manager – Planning & Engagement Jane Saunders, Recording Secretary  <i>Kyla McCallum &amp; Lyndsay Olson, Executive Assistants</i>	Ales Morga, Regional Manager – Planning & Evaluation Kristine Hannah, Regional Director – Quality, Patient Safety & Risk
<b>Regrets:</b>	Konrad Narth		

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.*

Dr. Desmond Leen shared a sacred moment illustrating what richness in life is all about. What is truly important to people often changes as we grow in wisdom. A quote that was used as part of his presentation can be found at:

<https://sheahealthcare.com/quote-from-steve-jobs/>

**Action**

1. Welcome & Call to Order      The Chair called the meeting to order at 1:00 p.m.
2. Approval of proposed Agenda      MOTION THAT  
The Southern Health-Santé Sud Board of Directors approves the agenda as amended: add #5.5 Audit Committee of the Whole - Report.  
MOVED BY:                      Elin Czeranko  
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 March 25, 2019 as presented.  
MOVED BY: Pat Brennan  
SECONDED BY: Ramona Coey CARRIED

4. In-Camera – Report MOTION  
THAT the Southern Health-Santé Sud Board of Directors supports the strategy and methodology presented by Management for the operating and financial transfers of Emergency Medical Services and Information and Communications Technology to Shared Health.  
MOVED BY: Debbi Bergner Fortier  
SECONDED BY: Terrie Porter CARRIED

Thanks were extended to the Finance Team for their work in preparing this work.

5. Board Committees

5.1. Community Engagement Planning Committee – Report

Ms. Debbie Iverson shared the following items for information:

- Minutes of meeting held January 7, 2019
- LHIGs Report to the Board – Winter 2019

*Board Feedback Report to the LHIGs - Closing the Loop:* the Board reviewed and approved the draft report presented.

It was noted that, given the proposed changes associated with Bill 10, the work with Southern Health-Santé Sud's Local Health Involvement Groups will be sustained.

MOTION THAT

The Southern Health-Santé Sud Board of Directors approves the Feedback Report to the Local Health Involvement Groups – *Closing the Loop* as presented.

MOVED BY: Debbie Iverson  
SECONDED BY: Dr. Desmond Leen CARRIED

*Annual Public Meeting: Wednesday October 2, 2019: 6:00pm – 8:00pm : Minnewasta Golf Course, Morden:* Board Members were reminded to promote the Annual Public Meeting far and wide and encourage people to attend.

*Stakeholder Groups/Community Engagement:* At its January 22, 2019 meeting, the Board recognized the importance of community engagement and the opportunity for the Board's visibility through attendance at various community stakeholder group meetings.

*Next Steps:*

- Develop a single page template for Board Members to capture appropriate feedback i.e. key messages/learnings, for sharing with the Board.
- Community Engagement Tool Kit: PowerPoint Presentation

- Board Members to confirm attendance at community stakeholder group meetings as per list provided, commencing September 2019.

5.2. Finance Committee of the Whole – Report

Mr. Ken Klassen shared the following highlights:

- Currently preparing for 2018-2019 Audit.
- Changes associated with Public Sector Accounting Standards.
- The financial position remains unchanged; final numbers will be confirmed through the audit process and reported to the Board in June.
- Any surplus will be directed/invested to regional priorities aligning with the Clinical Preventative Services Plan.

5.3. Quality & Patient Safety Committee of the Whole – Report  
Accreditation Mock Interview & Ethical Discussion.  
Survey Week

5.4. Policy Review Committee – Report

Ms. Pat Brennan shared that Governance Process (GP-16) Board Education and Self-Evaluation *and* its respective monthly evaluation form was currently being revised.

The following three (3) revised policies were presented for approval:

- Governance Process (GP-18) Board Member Remuneration and Expenses
- Board-CEO Linkage (BC-5) Monitoring Chief Executive Officer (CEO) Performance & CEO Performance Appraisal
- Executive Limitation (EL-11) Chief Executive Officer (CEO) Leadership Competency

MOTION THAT

The Southern Health-Santé Sud Board of Directors approves the changes to Governance Process (GP-18) Board Member Remuneration and Expenses as presented.

MOVED BY: Pat Brennan  
SECONDED BY: Cheryl McKittrick CARRIED

MOTION THAT

The Southern Health-Santé Sud Board of Directors approves the changes to Board-CEO Linkage (BC-5) Monitoring Chief Executive Officer (CEO) Performance & CEO Performance Appraisal as presented.

MOVED BY: Pat Brennan  
SECONDED BY: Ramona Coey CARRIED

MOTION THAT

The Southern Health-Santé Sud Board of Directors approves the changes to Executive Limitation (EL-11) Chief Executive Officer (CEO) Leadership

Competency as presented.

MOVED BY: Pat Brennan

SECONDED BY: Terrie Porter

CARRIED

The Board agreed that it was good having an opportunity to go through the Board policies by way of this process.

#### 5.5. Audit Committee of the Whole - Report

Mr. Abe Bergen shared that the Deloitte Auditors had presented the Scope of Audit for 2019 and that the final audit presentation will be made to the Board at its June 25, 2019 meeting.

It was noted that this year will include additional information in regard to the new Public Sector Accounting Standards reporting structure.

### 6. Board Monitoring

#### 6.1. Summary of Board Meeting Evaluation – Report

Dr. Desmond Leen provided a review of the Board Meeting Evaluation for March 25, 2019, noting that overall the rating continues to remain high and that comments included: good budget presentation; phone connection continues to be a challenge.

#### 6.2. Governance Process (GP-19) Quality, Patient Safety & Risk

Dr. Desmond Leen provided a review of the Board's policy Governance Process (GP-19) Quality, Patient Safety & Risk and reported that the Board is in compliance.

#### 6.3. Governance Dashboard: Sustainable, Accountable & Responsive Health Organization

Ms. Ales Morga, Regional Manager – Planning & Evaluation, was welcomed and provided an overview of the Governance Dashboard noting that overall vacancy rates (excluding affiliates) remains similar to last year and that retirement rates are slowly increasing, which is reflective of the expected bulge associated with the 'baby boom'.

*Nursing vacancies:* Southern Health-Santé Sud continues to pursue strategies to reduce nurse vacancies within a competitive environment including providing burseries, educational opportunities and practicum placements in our region, attending job fairs across the province and country and pursuing international graduates to the best of our ability.

*Physician vacancies:* strategies include: training at our four clinical teaching units; personal contact with every medical resident including IMGs, hosting a Family Medical Retreat (shared with other RHAs), continuing to work with provincial partners to attend job fairs across Canada.

*Administrative Expenses:* 2015-2018 shows a reduction year over year.

The Board expressed its thanks to Ms. Morga for the information presented and noted that all Governance Dashboard indicators are linked to a Board END.

#### 6.4. Annual Risk Dashboard

Ms. Kristine Hannah, Regional Director – Quality, Patient Safety & Risk, was welcomed and provided an overview of the Risk Dashboard noting that Regional information is rolled-up into a Provincial report.

7. Board Education

7.1. LEAN - Overview

Ms. Kristine Hannah, Regional Director – Quality, Patient Safety & Risk, provided an overview of the LEAN initiative noting that 10 projects had been carried out in Southern Health-Santé Sud during 2018-2019.

*LEAN vs Six SIGMA:* LEAN looks at finding efficiencies; Six SIGMA looks at process control.

It has been well noted that many good ideas have come from front-line staff as such there has been a tremendous appreciation of the small changes that have been implemented and the efficiencies gained; as such Southern Health-Santé Sud is proud that it has developed a culture of efficiencies.

One Southern Health-Santé Sud Black Belt staff member has provided training to staff of another RHA in Manitoba, to support capacity building and the sharing of resources across the Province.

8. Other Board Work

No report.

9. Information

9.1. Chair's Report

The Chair shared that he was currently seeking clarification in regards to the current status of Board Members' terms and appointments whilst recognizing that Board Members, whose terms expired March 31, 2019, are able to continue serving until such time as they are formally advised by the Minister of Health, Seniors and Active Living that their terms have ended.

9.2. 2019-2020 Annual Governance Plan

The Board received a copy of the 2019-2020 Annual Governance Plan for information. It was noted that this document is dynamic and as such is updated many times throughout the year.

9.3. Leadership Report

Ms. Jane Curtis highlighted the following points from her Leadership Report:

- *Provincial Home for the Summer Program:* 50 placements have been approved for this year. Placements are funded 50% each by the Province and the RHA.
- Upcoming Annual General Meetings.

Boundary Trails Health Centre Foundation	Mon Jun 17 7:00pm	Multi-Purpose Room, BTHC
Eden Health Care Services	Thu Jun 20 4:00pm	Emmanuel Mennonite Church, Winkler
Tabor Home	Fri Jun 21 2:00pm	Community Centre, Tabor Home
Salem Home	Mon Jun 24 7:30pm	Chapel, Salem Home, Winkler

Manitoba Institute for Patient Safety (MIPS)	Wed Nov 6 4:30pm	Théâtre Cercle Molière, 340 Provencher Blvd, Winnipeg
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9.4. Staff Newsletter #67

The Board received access to Staff Newsletter #67 for information.

10. Information Requested by the Board No report.
11. Correspondence 11.1 Auditor General Report to the Legislative Assembly – Follow-up of Recommendations *Independent Auditor's Report*  
The Board was apprised that a copy of the report has been received and available online at: <https://www.oag.mb.ca/reports>
12. Option to Move Into In-Camera 2:55 p.m. All staff left the room.  
  
MOTION THAT  
The Southern Health-Santé Sud Board of Directors move into In-Camera  
MOVED BY: Cheryl McKitrik  
SECONDED BY: Bill Osachuk CARRIED  
  
MOTION THAT  
The Southern Health-Santé Sud Board of Directors move out of into In-Camera to rise without report  
MOVED BY: Ramona Coey  
SECONDED BY: Bill Osachuk CARRIED
13. Board Monthly Meeting Evaluation Board Members each completed a Board Meeting Evaluation form.
14. Date/Location of Next Meeting Tuesday May 28, 2019 : Regional Office – Southport
15. Adjournment 3:05 p.m.