

**MINUTES of the Southern Health-Santé Sud
Governing Board Meeting held
Wednesday June 29, 2016
Boundary Trails Health Centre, Winkler, MB**

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Present:	Board:	Staff:	Guests:
	Guy Lévesque, Board Chair Bronwen Bugden Paul Cenerini Elin Czeranko Keith Doerksen Roy Enns Guy Gagnon Susan Hart-Kulbaba Diane Heather Debbie Iverson Ted Klassen Line Leclerc Cheryl McKitrick Daren Van Den Bussche Leo Van Den Bussche	Kathy McPhail, CEO Trish Braun Paulette Goossen Cheryl Harrison Ken Klassen Marie Lacey Claudette Lahaie René Ouellette Ken Klassen <i>Jane Saunders, Recording Secretary</i>	Ales Morga
Regrets:			

***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.*

Ms. Bronwen Bugden shared an audio piece: Chopin's Harp Etude. Whilst listening to this timeless piece of music, the Board took a moment to quietly reflect on its role and responsibilities.

Action

1. Welcome & Call to Order The Chair called the meeting to order at 1:30 p.m. and welcomed everyone to the table.
2. Approval of proposed Agenda With the following additions, the agenda was approved:
 - 7.4 Fall Board Workshop
 - 7.5 October Board Meeting

MOTION:

THAT the Southern Health-Santé Sud Board of Directors approves the agenda as amended.

MOVED BY: Susan Hart-Kulbaba
 SECONDED BY: Ted Klassen CARRIED

3. Approval of Minutes of Board Meeting The Board approved the minutes of the meeting held May 25, 2016 as presented.

MOTION:

THAT the Southern Health-Santé Sud Board of Directors approves the minutes of the meeting held May 25, 2016 as presented.

MOVED BY: Elin Czeranko

SECONDED BY: Cheryl McKittrick CARRIED

4. In-Camera - Report No report.

5. Board Committees 5.1. Finance Committee of the Whole - Report

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/Chief Financial Officer, for the period to May 31, 2016, which indicates a Year-to-Date Operating deficit of \$974,973.

MOVED BY: Debbie Iverson

SECONDED BY: Roy Enns CARRIED

Audit Committee Report: Mr. Roy Enns shared that the Audit Committee had met with the Auditors and that the Auditors had shared a clean audit report; this reflects the diligence of our finance staff.

The Finance Committee of the Whole supported the Audit Committee's recommendation that the Southern Health-Santé Sud Board of Directors accept the Year-End Non-consolidated Financial Statements (March 31, 2106) as presented.

5.2. Quality & Patient Safety Committee of the Whole – Report

Ms. Kristine Hannah, Regional Director Quality, Patient Safety & Risk, provided an explanation of the Regional Critical Incident Review process. The Board and staff thanked Ms. Hannah for an informative presentation.

5.3. Audit Committee - Report

See above item 5.1

MOTION

THAT the Southern Health-Santé Sud Board of Directors accepts the Year-End Non-consolidated Financial Statements (March 31, 2106) as presented.

MOVED BY Roy Enns

SECONDED Paul Cenerini CARRIED

5.4. Community Engagement Planning Committee - Report

Ms. Line Leclerc apprised the Board that further to Dr. Rob Santos advising that he was unable to attend the 2016 Annual Public Meeting, Dr. Michael Routledge, Chief Provincial Medical Officer of Health, had been approached and accepted the offer of being the key note speaker.

The Board expressed appreciation to Dr. Routledge for agreeing to do this. Board Members were asked to spread the news and encourage people to

attend.

Board Members each completed a Local Health Involvement Group evaluation survey.

5.5. Policy Review Committee - Report

Mr. Guy Gagnon shared that, further to a review by the committee on June 22, 2016, the following four (4) Board policies are presented for approval:

- Governance Process (GP-10) Monitoring of Board Policies and Monitoring Calendar
- Executive Limitation (EL-1) Global Executive Restraint & Risk Management
- Executive Limitation (EL-7) Corporate Risk
- Executive Limitation (EL-8) Compensation & Benefits

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Governance Process (GP-10) Monitoring of Board Policies and Monitoring Calendar, revised June 22, 2016, as presented.

MOVED BY: Guy Gagnon
SECONDED BY: Cheryl McKittrick CARRIED

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Executive Limitation (EL-1) Global Executive Restraint & Risk Management, revised June 22, 2016, as presented.

MOVED BY: Guy Gagnon
SECONDED BY: Susan Hart-Kulbaba CARRIED

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Executive Limitation (EL-7) Corporate Risk, revised June 22, 2016, as presented.

MOVED BY: Guy Gagnon
SECONDED BY: Cheryl McKittrick CARRIED (1 abstention)

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Governance Process (GP-18) Board Expenses, revised June 22, 2016, as presented.

MOVED BY: Guy Gagnon
SECONDED BY: Leo Van Den Bussche CARRIED

In addition to the amended policies, the Policy Review Committee recommended that the practice of cross-referencing Board policies cease and that cross-referencing currently appearing on Board policies be removed.

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves the cessation of cross-referencing policies and approves the removal of cross-referencing from current Board policies.

MOVED BY: Guy Gagnon

SECONDED BY: Cheryl McKittrick

CARRIED

By-Laws: understanding that the current by-laws were prepared by the Interim Board at the time of amalgamation and approved by the Minister May 30, 2012; and, recognizing that the current Board policy includes a review of the by-laws as part of its policy review process, the Board agreed to seek clarification/confirmation from Manitoba Health that a review of RHA General By-Law No 1 is appropriate.

6. Board Monitoring

6.1. Summary of Board Meeting Evaluation – Report

Ms. Bronwen Bugden provided a review of the monthly Board Meeting Evaluation summary for May 25, noting that the overall average remains consistent.

6.2. Governance Process (GP-10) Monitoring of Board Policies

Ms. Bronwen Bugden provided a review of Governance Process (GP-10) Monitoring of Board Policies and reported compliance.

6.3. Annual Report - Draft

Having received a draft copy of the Annual Report, the Board provided its feedback and expressed thanks to the staff who had prepared the document.

The Annual Report will be released at the Annual Public Meeting – October 5, 2016.

6.4. Governance Dashboard

Ms. Ales Morga presented the Governance Dashboard on behalf of the CEO.

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves the Governance Dashboard against Board END People and Executive Limitation (EL-2) Treatment of Clients, as presented.

MOVED BY Daren Van Den Bussche

SECONDED BY Line Leclerc

CARRIED

7. Board Education

7.1. Manitoba Centre for Health Policy Conference: Pathways to Health Equity – Report

Ms. Susan Hart-Kulbaba and Ms. Line Leclerc shared their learnings and highlights from the Pathways to Health Equity conference.

7.2. 2016 National Health Leadership Conference – Report

Mr. Guy Levesque, Mr. Ted Klassen and Mr. Leo Van Den Bussche shared their learnings and highlights from the 2016 National Health Leadership conference.

7.3. HealthCareCAN Governance Development Program: Governing for Quality and Patient Safety Series – Report

Ms. Debbie Iverson and Ms. Bronwen Bugden shared their learnings from the HealthCareCAN Governance Development Program: Governing for Quality and Patient Safety Series. It was noted that, understanding that there are always areas of improvement, the course provides an opportunity to reflect on the work of the Southern Health-Santé Sud Board and confirmed that the current model of governance and tools utilized, supports quality and safety.

7.4. Fall Board Workshop

MOTION:

THAT the Southern Health-Santé Sud Board of Directors approves the theme and location for its 2016 Fall Board Workshop as follows:

Theme: Truth and Reconciliation

Location: PCU Centre, Portage la Prairie

MOVED BY: Cheryl McKitrick

SECONDED BY: Leo Van Den Bussche CARRIED

7.5. Critical Incident Review -

Ms. Cheryl McKitrick reported that she had attended a Critical Incident Review Learning Forum held by the Winnipeg Regional Health Authority on June 16, 2016 and shared learnings and highlights from the session.

8. Information

8.1. Chair's Report

Mr. Guy Lévesque provided a written report highlighting the events/activities he had taken part in during the past month.

8.2. Leadership Report

The CEO highlighted the following items from the CEO's Leadership Report including:

- *Aboriginal Partnership Agreement*: June 16, 2016 marked the 6th anniversary of the signing of the agreement and partners were brought together to celebrate.
- *Walk a Mile in my Moccasins*: Next session: August 25, 2016 in Notre Dame de Lourdes.
- *St. Claude Community Development Corporation* will be unveiling a bust in honor of Dr. Fortunat Champagne on July 25, 2016.
- *Emergency Medical Services (EMS)* took part in a simulated fixed wing aircraft mock crash exercise at Southport on June 2, 2016. Other than covering the Morris Rodeo, EMS is unable to cover other community events this year due to the current number of staff vacancies. Communities are being encouraged to connect with

CriticCare.

- *Anniversary Celebrations:*
 - Boyne Lodge, Carman, will celebrate its 50th Anniversary next year: officially the anniversary will fall in November 2017; however, the celebration event may be moved to a date earlier in the year e.g. to coincide with Canada's 150th Anniversary.
 - Vita & District Health Centre, Personal Care Home, Vita, will celebrate its 40th Anniversary on September 29, 2016 from 1:00 p.m. to 4:00 p.m.
- *Physician Recruitment:* Southern Health-Santé Sud was part of the Manitoba booth at the Society of Rural Family Physicians of Canada (SRPC) Job Fair in Québec in May. SRPC is the national voice of Canadian rural physicians founded in 1992. SRPC's mission is to provide leadership for rural physicians and to promote sustainable conditions and equitable health care for rural communities. On behalf of its members and the Canadian public, SRPC performs a wide variety of functions, such as developing and advocating health delivery mechanisms, supporting rural doctors and communities in crisis, promoting and delivering continuing rural medical education, encouraging and facilitating research into rural health issues, and fostering communication among rural physicians and other groups with an interest in rural health care.

Medical Student Rural Week: Southern Health-Santé Sud hosted approximately 36 first year medical students from May 23 to May 27. Students were placed in over 14 sites in the region and two of them were hosted personally by the Director of Health Services in Vita. Site visits to Morris, Emerson, Altona, and Crystal City were also incorporated during the week. Rural Week is a one week learning experience for all first year medical students enrolled in the Faculty of Medicine at the University of Manitoba. Rural Week provides an opportunity for the students to get first-hand experience and exposure not only to rural and northern medicine but also to rural and northern life. It is an opportunity for participating communities to showcase themselves and promote the opportunities and benefits of rural and northern medicine.
- *Surgical Information Management System (SIMS):* a soft launch was scheduled for the end of June at Bethesda Regional Health Centre. SIMS implementation will result in a unified system providing data from across the region.
- *Internationally Educated Nurses (IEN) Bridging Program:* 16 students were in the pilot program with Southern Health-Santé Sud and Prairie Mountain Health. 8 students joined Southern Health-Santé Sud for their practicums from May 9 to June 24. Recruitment initiatives continue to expose Southern Health-Santé Sud to a wider audience and present opportunities that are available for nursing and allied health professionals within Southern Health-Santé Sud.
- *Brian Sinclair Recommendations:* Southern Health-Santé Sud continues to work on the recommendations both solely and with provincial groups.

MOTION

THAT the Southern Health-Santé Sud Board of Directors accepts the CEO's Leadership Report as presented.

MOVED BY: Ted Klassen
SECONDED BY: Keith Doerksen CARRIED

8.2.1. Staff Newsletter #39

Board Members each received a copy of Staff Newsletter #39 for information.

8.2.2. Manitoba Centre for Health Policy – Reports:

Copies of the following two reports were shared for information:

- Supportive Housing for Seniors: *An Alternative for Some Personal Care Home Residents?*
- Primary Care Services in Winnipeg: Does it Matter how they are Organized?

These reports, and others, are available on line at: <http://mchp-appserv.cpe.umanitoba.ca/deliverablesList.html>

9. Correspondence No report.
10. Information Requested by the Board
10.1. Regional Medical Advisory Committee - Board Member Report
Mr. Paul Cenerini provided a written report noting that standardization of policies and processes had been recognized as a high priority and that Southern Health-Santé Sud is blessed to have the quality of Physicians it has working within its boundaries under the leadership of Dr. Denis Fortier.
11. Board Monthly Meeting Evaluation Board members each completed a Board Meeting Evaluation Form.
12. Date/Location of Next Meeting: Wednesday September 28, 2016, La Broquerie Regional Office, La Broquerie.
The Board was apprised that the October 26, 2016 Board meeting will be chaired by the Vice-Chair; this to enable the Board Chair to attend the 3rd Annual Northern Health Summit in The Pas.
The Board expressed its final goodbye to Ms. Claudette Lahaie, Executive Director Communications & French Language Services and thanked her for her work over the past 40 years. Claudette responded by saying her career had been a joy!
13. Adjournment
MOTION:
THAT the Southern Health-Santé Sud Board of Directors meeting be adjourned at 4:30 p.m.
MOVED BY: Elin Czeranko
SECONDED BY: Cheryl McKitrick CARRIED

Chairperson