

**MINUTES of the Southern Health-Santé Sud
Governing Board Meeting held
Wednesday October 28, 2015
Boundary Trails Health Centre**

Present:	Board:	Staff:	Guests:
	Guy Lévesque, Board Chair Bronwen Bugden Paul Cenerini Elin Czeranko Roy Enns Guy Gagnon Diane Heather Susan Hart-Kulbaba Debbie Iverson Ted Klassen Don Kuhl Line Leclerc Daren Van Den Bussche Leo Van Den Bussche	Kathy McPhail, CEO Jane Curtis Paulette Goossen Cheryl Harrison Marie Lacey Martin Montanti René Ouellette Marianne Woods <i>Jane Saunders, Recording Secretary</i>	
Regrets:	Cheryl McKittrick		

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. Paul Cenerini shared thoughts on the complex relationship between an individual's unique perspective of fact/science and faith/belief systems and highlighted that, as healthcare providers, we need to be capable of complexity to meet the needs of our clients.

Action

1. Call to Order The Chair called the meeting to order at 1:00 p.m. and welcomed everyone to the table; in particular, Ms. Elin Czeranko and Ms. Diane Heather, newly appointed Board Members from Langruth and Lorette respectively. Board Members introduced themselves around the table.

2. Approval of proposed Agenda The agenda was approved as amended:

Add 6.6 Crown Corporation Council – Governance Series

 MOTION:
 THAT the Southern Health-Santé Sud Board of Directors approves the agenda as amended.
 MOVED BY: Daren Van Den Bussche
 SECONDED BY: Diane Heather CARRIED

3. Approval of Minutes of Board The Board approved the minutes of the meeting held September 30, 2015 as presented.

Meeting

MOTION:

THAT the Southern Health-Santé Sud Board of Directors approves the minutes of the meeting held September 30, 2015 as presented.

MOVED BY: Leo Van Den Bussche

SECONDED BY: Line Leclerc 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/Vice President Finance & Capital Planning, for the period to September 30, 2015, which indicates a Year-to-Date Operating Funding surplus of \$331,108.

MOVED BY: Debbie Iverson

SECONDED BY: Don Kuhl CARRIED

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

New Provincial 5 yr Framework to Enhance Patient Safety: Feedback from both Southern Health-Santé Sud's Board of Directors and Patient Experience Group has been incorporated into the final Manitoba Patient Safety Framework 2015 document.

Board Members were each provided with a copy of the document for information and the Board noted that much consultation had occurred with related organizations, agencies and unions.

For more information on patient safety in Manitoba, visit:

www.gov.mb.ca/health/patientsafety/.

MOTION

THAT, recognizing that staffing challenges have become a regular part of operations, the Southern Health-Santé Sud Board of Directors approves to receive monthly updates of suspension of services; however, where major disruption and/or an event occurs that has the potential for media attention, the Board will be advised; as will notification of suspension of services at the three Regional Centres.

MOVED BY: Line Leclerc

SECONDED BY: Guy Gagnon CARRIED

5.3. Community Engagement Planning Committee

A copy of the minutes of meeting held June 8, 2015 was shared for information.

A copy of the Annual Public Meeting notes was shared for information.

Ms. Line Leclerc provided the following update:

- *Local Health Involvement Groups (LHIGs):* looking at the topics developed by the Board and started with 'Health Equity'.

Reporting: the LHIGs report back to the Board will be via a compilation/summary of the topic discussions; once reviewed, the Board will close-the-loop by providing its feedback on the summary document.
Next topic 'Health Promotion': this topic will be considered over the next two meetings.

Board Members who attended the LHIG meetings shared that it had been difficult to sit and listen and not to join in with the discussion but this made for a powerful and worthwhile experience.

- *Annual Public Meeting:* 89 people attended. Overall a successful meeting in that the Board's message was clear and carried through the entire meeting. Feedback confirmed that the format and theme had been well received.

Future Annual Public Meetings: suggestion to continue with a singular topic and providing a forum to gather public feedback/insight. Also consider recording or live-streaming the event.

Feedback regarding staff awards highlighted areas for improvement.

5.4. Policy Review Committee

Further to the Board's approval at the September 30, 2015 meeting, the following revised Board policies and Annual Self-Assessment Tool were provided for Board Members to update their Policy Manual:

Governance Process (GP-1) Global Governance Commitment

Governance Process (GP-2) Governing Style

Governance Process (GP-3) Board Governance Accountability

Executive Limitation (EL-3) Treatment of Clients

Executive Limitation (EL-4) Financial Planning & Budgeting

Executive Limitation (EL-5) Financial Conditions & Activities

Executive Limitation (EL-8) Compensation & Benefits

Governance Process (GP-16) Board Education & Self Evaluation –
Annual Board Self-Assessment Tool

6. Board Education

6.1. Board Member's Feedback on Events Attended:

Board Members shared their impressions, learnings and appreciations related to the many different events attended, including:

Provincial Orientation: Southern Health-Santé Sud's Patient Story resonated with attendees as they recognized that unplanned events really can happen anywhere. The Patient Story presentation also highlighted the strength of the Southern Health-Santé Sud Board of Directors, its commitment to patient safety.

6.2. Fall Board Workshop – November 3, 2015

A copy of the agenda for the upcoming Fall Board Workshop was provided for information.

The Board was apprised that although work has begun provincially on developing an Integrated Risk Assessment Framework, Southern Health-Santé Sud already has a tool, which will be shared with the provincial working group, presented at a future Board Workshop and implemented in

our region.

6.3. Canadian Healthcare Association (CHA) (now known as: HealthCareCAM) On-line Course: 'Governing for Quality and Patient Safety'

As the Board has three (3) new Board Members, the Board revisited this item from its inaugural meeting i.e. two (2) Board Members are able to register for the on-line course: Canadian Healthcare Association Governing for Quality and Patient Safety course.

➤ Send link to Board Recording Secretary

6.4. Manitoba Centre for Health Policy Workshop – May 30-June 1, 2016
Board Members were advised of the dates for a future Manitoba Centre for Health Policy Workshop.

6.5. National Health Leadership Conference – June 6-7, 2016

Board Members were asked to provide their expression of interest in attending the 2016 National Health Leadership Conference.

Where more than two Board Members express an interest, names will be drawn by lot.

The Board recognizes the importance of this national conference and as such would support the attendance of Senior Leaders. The Board also encouraged Southern Health-Santé Sud and other organizations in Manitoba to bring a presence to the presentations and workshops at the conference.

6.6. Crown Corporations Council

A list of dates for future Governance sessions was shared for information.

7. Board Monitoring

7.1. Summary of Board Meeting Evaluation – Report

Mr. Paul Cenerini provided a review of the monthly Board Meeting Evaluation summary for September 30, 2015 and noted that a small improvement had occurred i.e. moved from an overall 3.8 to 4.0. Also, the comments section highlighted that the Home Care presentation had been very well received and much appreciated by the Board.

7.2. Governance Process (GP-2) Governing Style

Mr. Paul Cenerini provided a review of the monitoring report for Governance Process (GP-2) Governing Style and reported that the Board was in compliance.

7.3. Governance Dashboard

Ms. Jane Curtis presented the Governance Dashboard against Board END Access and Executive Limitation EL-2 Treatment of Clients.

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves the Governance Dashboard against Board END Access and Executive

Limitation EL-2 Treatment of Clients as presented.

MOVED BY Roy Enns
SECONDED BY Ted Klassen CARRIED

8. Other Board Work 8.1. Board-CEO Linkage (BC-5) CEO Performance Appraisal
In accordance with Board-CEO Linkage (BC-5) CEO Performance Appraisal policy, the Board reviewed and confirmed the CEO Performance Appraisal process as written.
Board Members were reminded to review the appraisal document and bring any questions to the November Board meeting.

9. EL-1: Insightful Discussion 9.1. Ethical Decision-Making
Dr. Cornie Woelk was welcomed to the table and led the Board in considering the many and varied ethical implications associated with 'Physician Assisted Death/Dying'.
Dr. Woelk explained current terms and definitions associated with the Supreme Court of Canada's statement of February 6, 2015 and shared other articles and literary references for further information, including: 'Being Mortal' by Atul Gawande.
The Board expressed its sincere thanks to Dr. Woelk for an informative presentation.

- Send links to Panel Consultation on Physician-Assisted Death survey (deadline November 1, 2015) and Manitoba College of Physicians & Surgeons draft statement (deadline for feedback November 15, 2015).

Recording Secretary

10. Information 10.1. Chair's Report
Mr. Guy Lévesque provided a written report.
- 10.2. Leadership Report
The CEO highlighted items from the CEO's Leadership Report including:
- *2016 Healthy Communities Conference - Austin/MacGregor*: will be held on Thursday April 14, 2016 in Austin at the Austin Hall.
 - *Home Care Provincial Committee*: all RHAs have been asked to submit staff names from different roles that might join this committee. Southern Health-Santé Sud has submitted two names: one is young mum/client the other is a resource co-ordinator.
Ms. Debbie Harms, Regional Director Home Care for Southern Health-Santé Sud is part of a National group looking at Home Care.
 - *Red River College Health Services Leadership Program*: Southern Health-Santé Sud has 22 employees registered – course is a three-year program offered via distance learning.
 - *Bridging Program for Internationally Educated Nurses (BPIEN)*: discussions continue with Southern Health-Santé Sud and Prairie Mountain Health regarding this pilot program. The two regions will conduct interviews with interested candidates in October to determine suitability for the program and a possible placement within our regions.
 - *Human Resources & Home Care* are trialling a new way of recruiting

through a job fair, targeting specific communities and holding on-the-spot interviews – November 4, 2015 the Recruiting Team will be at Emmanuel Mennonite Church, Winkler.

- *University of St. Boniface Nursing Student Recruitment Bus Tour:* students visited four Franchophone communities in Southern Health-Santé Sud: Ste. Anne, St. Pierre, St. Claude and Notre Dame de Lourdes. It is hoped that, as in the past, this will result in students joining our team.
- *Independent Assessment Committee: work is underway with the Manitoba Nurses Union (MNU) .*
- *Mobile Clinic Services:* with limited uptake for the mobile service in Langruth, considering possibility of expanding the service to add another community.
- *Steinbach Distribution Centre:* is moving from its current warehouse location back to Bethesda Regional Health Centre; this will result in some \$s saving from leasing space.
- *Panorama – Provincial Electronic Public Health Records System:* has been implemented across the Region within Public Health-Healthy Living program for use by Public Health Nurses and clerical staff for immunization and vaccine inventory management. Although it was thought that the next module, which would provide for national surveillance, would also be implemented, there have been challenges nationally that have resulted in other provinces removing from Panorama; therefore, Manitoba will not extend the program past its current implementation stage.
- *Rock Lake Health District Annual General Meeting:* Wednesday, November 4, 2015 in Pilot Mound.

10.2.1. Manitoba Centre for Health Policy Summary Report:
Evaluation Insight: A Mentoring Program to Support Women Who Use Alcohol During Pregnancy.

A copy of the summary report was provided for information.

10.2.2. Staff Newsletter #31

The staff newsletter #31 was shared for information.

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| 11. | Board Monthly Meeting Evaluation | Board members each completed a Board Meeting Evaluation Form. |
| 12. | Correspondence | Letters had been received from the Minister of Health confirming the two new Board appointments. |
| 13. | Date/Location of Next Meeting: | Date/Location of next meeting:
Wednesday November 25, 2015, Southport Regional Office
Wednesday December 16, 2015, La Broquerie - <i>note: venue changed from Niverville Heritage Centre.</i> |

13.1. November Agenda Planning

The Board considered questions for the Aboriginal Elder who will be

attending sometime during the November meeting day e.g. direction regarding ceremonies such as smudging i.e. when to stand/sit during ceremonies and what are the drumming songs saying.

The Board was apprised that Mr. Ryan Green, Chief Finance Officer, will provide an explanation of the Financial Statements & Dashboard at the beginning of the Board Meeting day.

14. Adjournment

MOTION:

THAT the Southern Health-Santé Sud Board of Directors meeting be adjourned at 4:18 p.m.

MOVED BY: Paul Cenerini

SECONDED BY: Line Leclerc CARRIED

Chairperson