

**MINUTES of the Southern Health-Santé Sud  
Governing Board Meeting held  
Wednesday September 30, 2015  
Regional Office La Broquerie**

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Present:	Board:	Staff:	Guests:
	Guy Lévesque, Board Chair Bronwen Bugden Paul Cenerini Guy Gagnon Susan Hart-Kulbaba Debbie Iverson Ted Klassen Don Kuhl Line Leclerc Cheryl McKitrick Daren Van Den Bussche Leo Van Den Bussche	Kathy McPhail, CEO Jane Curtis Paulette Goossen Ryan Green (via phone) Cheryl Harrison Ken Klassen Marie Lacey Claudette Lahale Martin Montanti Marianne Woods  <i>Jane Saunders, Recording Secretary</i>	Kathleen Messner, Manitoba Health Liaison
<b>Regrets:</b>	Roy Enns		

**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. Guy Lévesque began the September 30, 2015 Board meeting day by sharing a Native American Story that highlights the need to always be mindful of what to pay attention to when we make choices. What we think about and dwell upon positively or negatively will influence our behavior and our decisions. It is also important to also recognize that the person we are dealing with may be struggling with 'inner dogs' and as such we can do much good for that person simply by being understanding and sympathetic to their apparent disquiet.

**Action**

1. Call to Order                      The Chair called the meeting to order at 1:45 p.m. and welcomed everyone to the table; in particular, Mr. Ted Klassen, a newly appointed Board Member from Altona.
  
2. Approval of proposed Agenda      ~~With the following addition~~ The agenda was approved as presented.  
  
MOTION:  
THAT the Southern Health-Santé Sud Board of Directors approves the agenda as presented.  
MOVED BY:                      Cheryl McKitrick  
SECONDED BY:                 Daren Van Den Bussche                      CARRIED
  
3. Approval of Minutes of Board Meeting      The Board approved the minutes of the meeting held June 24, 2015 as presented.  
  
MOTION:  
THAT the Southern Health-Santé Sud Board of Directors approves the

minutes of the meeting held June 24, 2015 as presented.

MOVED BY: Guy Gagnon  
SECONDED BY: Roy Enns CARRIED

4. In-Camera - Report No report.

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

*The meeting of the Finance Committee of the Whole was held after the public meeting closed; therefore, the motions below are inserted 'after the fact' for recording purposes.*

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 August 31, 2015, which indicates a Year-to-Date Operating Funding surplus of \$316,168.

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

MOTION THAT

WHEREAS Canada Mortgage and Housing Corporation (hereinafter called "CMHC") in accordance with the Direct Social Housing Lending Program ("Direct Lending"), has agreed to renew the existing NHA insured mortgage financing and related security on CMHC mortgage loan account number 08-293-920;

AND WHEREAS the Southern Health-Santé Sud Board of Directors (the Board) acknowledges and agrees with the renewal of the mortgage financing with CMHC effective the 1st day of October 2015, on the terms and conditions specified in the CMHC Offer to Lend;

The Board appoints Kathy McPhail, being the Chief Executive Officer, and Ken Klassen, being the Vice President Finance & Capital Planning, as the Officers duly authorized to execute all documents related to the mortgage financing renewal and amendment with CMHC.

MOVED BY: Paul Cenerini  
SECONDED BY: Leo Van Den Bussche CARRIED

MOTION THAT

WHEREAS Canada Mortgage and Housing Corporation (hereinafter called "CMHC") in accordance with the Direct Social Housing Lending Program ("Direct Lending"), has agreed to renew the existing NHA insured mortgage financing and related security on CMHC mortgage loan account number 10-374-213;

AND WHEREAS the Southern Health-Santé Sud Board of Directors (the Board) acknowledges and agrees with the renewal of the mortgage financing with CMHC effective the 1st day of October 2015, on the terms and conditions specified in the CMHC Offer to Lend;

The Board appoints Kathy McPhail, being the Chief Executive Officer, and

Ken Klassen, being the Vice President Finance & Capital Planning, as the Officers duly authorized to execute all documents related to the mortgage financing renewal and amendment with CMHC.

MOVED BY: Daren Van Den Bussche

SECONDED BY: Susan Hart-Kulbaba CARRIED

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

Ms. Debbie Harms shared an overview of the Regional Home Care Program. The Board heard about the work that is underway both provincially and regionally, in regards to the Office of the Auditor General's Report recommendations.

The Board expressed its commendation for the work of the Home Care Team, without whom many clients would be unable to remain in their home environments and personal stories shared by some Board Members clearly illustrated this fact.

#### 5.3. Community Engagement Planning Committee

Ms. Trish Braun, Community Engagement Facilitator, shared the following update:

- *Local Health Involvement Group (LHIG)*: currently three (3) groups (started or starting shortly): Patient Experience; Geographical; French-speaking.
  - *Regional Geographical LHIG* met in September to discuss the topic of Health Equity as was requested by the Board. Board members Ms. Debbie Iverson, Mr. Don Kuhl and Mr. Guy Levesque were also in attendance. A second meeting is planned for mid October to continue the discussion on the same topic. The same topic will be on the agenda for the French-speaking LHIG at the end of October.
  - *Patient Experience LHIG* has been hard at work planning the panel presentation for the Annual Public Meeting.
- *Annual Public Meeting*: arrangements for the Annual Public Meeting are well underway: Wednesday October 7, 2015; PCU Centre, Portage la Prairie.

➤ Board Members were reminded to wear their name tags.

#### 5.4. Policy Review Committee

Mr. Guy Gagnon presented the following revised Board policies and Annual Self-Assessment Tool for approval:

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

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Governance Process (GP-1) Global Governance Commitment, revised September 4, 2015, as presented.

MOVED BY: Guy Gagnon  
SECONDED BY: Cheryl McKitrick CARRIED

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Governance Process (GP-2) Governing Style, revised September 4, 2015, as presented.

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

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Governance Process (GP-3) Board Governance Accountability, revised September 4, 2015, as presented, with the understanding that the last sentence will be congruent with *The Regional Health Authorities Act*.

MOVED BY: Guy Gagnon  
SECONDED BY: Cheryl McKitrick CARRIED

- Confirm that the wording of the last sentence is congruent with the *The Regional Health Authorities Act*. Recording Secretary

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Executive Limitation (EL-3) Treatment of Clients, revised September 4, 2015, as presented..

MOVED BY: Guy Gagnon  
SECONDED BY: Line Leclerc CARRIED

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Executive Limitation (EL-4) Financial Planning & Budgeting, revised September 4, 2015, as presented..

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

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Executive Limitation (EL-5) Financial Conditions & Activities, revised September 4, 2015, as amended.

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

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Executive Limitation (EL-8) Compensation & Benefits, revised September 4, 2015, as presented.

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

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Governance Process (GP-16) Board Education & Self Evaluation – Annual Board Self-Assessment Tool, revised September 4, 2015, as presented..

MOVED BY: Guy Gagnon  
SECONDED BY: Cheryl McKitrick CARRIED

6. Board Education

6.1. Board Member's Feedback on Events Reports

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

*Walk a Mile in My Moccasins; Prairie View Lodge ACU Opening; LEAN Innovation Conference; CancerCare Manitoba Annual Public Meeting; 50 Years of Nursing – Roberta Conrad; Villa Youville; Bethesda Regional Health Centre: Front Entrance - Open House.*

Of particular note was the *Aboriginal Health High School Internship Program Graduation (August 14, 2015)* at which the program was officially presented with the Institute of Public Administration of Canada (IPAC) Gold Award by representatives of IPAC and Deloitte. A group of 27 graduates were honored on this day with special awards also being presented for "Soaring Eagle", "Enthusiastic Wolf" and "Courageous Bear".

6.2. Upcoming Events

Board Members confirmed their attendance at upcoming events.

6.3. Spring Board Workshop

The Board agreed to hold its Spring Board Workshop on Friday May 6, 2016. Venue and theme to be confirmed at a later date.

MOTION

THAT the Southern Health-Santé Sud Board of Directors approves Friday May 6, 2016 for its Spring Board Workshop.

MOVED BY: Cheryl McKitrick  
SECONDED BY: Ted Klassen CARRIED

7. Board Monitoring

7.1. Summary of Board Meeting Evaluation – Report

Mr. Guy Lévesque provided a review of the monthly Board Meeting Evaluation summary for June 24, 2015, noting that feedback once again reflected a good meeting.

7.2. Governance Process (GP-1) Global Governance Commitment

Mr. Guy Lévesque provided a review of the monitoring report for Governance Process (GP-1) Global Governance Commitment and reported that the Board was in compliance.

### 7.3. Annual Report

Further to its initial review of the Annual Report for the fiscal year 2014-15 at its June Board meeting, the Board approved the final version of the report.

#### MOTION

THAT the Southern Health-Santé Sud Board of Directors approves the 2014-2015 Annual Report as presented.

MOVED BY                      Debbie Iverson  
SECONDED BY                Cheryl McKittrick                      CARRIED

In accordance with guidelines and legislation, the 2014-2015 Annual Report was submitted to Manitoba Health and posted on the RHA website. The document will be formally presented to the public at the Annual Public Meeting on October 7, 2015.

### 7.4. Executive Limitation (EL-2) Treatment of Clients

Ms. Kathy McPhail referred the Board to the Regional Home Care Program presentation, shared at the Board's Quality & Patient Safety Committee of the Whole Committee meeting held earlier in the day – *see item 5.2 above*.

## 8. Other Board Work

### 8.1. Board Member Appointment

Given that five (5) Board Members' second terms expire March 31, 2016 and that applications for new Board Members are to be submitted to the Minister of Health for December 15 each year, the Board considered its strategy for future Board Member appointments and agreed the following:

- Radio Spots
- Letter to Municipalities, First Nations etc.
- Media Screen advertisement
- Newspaper advertisement
- Personal contact

### 8.2. National Spiritual Care Week – October 25-31, 2015

Regardless of spiritual, religious or cultural background, Spiritual Care Week (also known as Pastoral Care Week) celebrates those who provide spiritual support to others.

The 2015 theme, *Spiritual Care Together*, recognizes the role of the different disciplines who offer the optimal healing experience to the whole person. While every member of the team may contribute to meeting spiritual needs, Chaplains and Pastoral Counselors provide specifically trained spiritual assessment and compassionate support. As part of the team, spiritual caregivers deliver care that integrates the values of mind, body, and spirit to people of diverse cultural and spiritual backgrounds. Spiritual Care Week is an opportunity to create dialogue among multiple disciplines in the work that

we all do together\*.

\* Note: the above information was adapted from the following website:  
<http://www.pastoralcareweek.org/home.html>

## MOTION

THAT the Southern Health-Santé Sud Board of Directors hereby formally recognizes the 31<sup>st</sup> anniversary of Spiritual Care Week October 25-31, 2015 and thanks the healthcare providers who seek to be present, mindful, compassionate and attuned to clients and colleagues alike, knowing that their intentions and actions have a ripple effect on the journeys of others and themselves.

MOVED BY                      Bronwen Bugden  
SECONDED BY                Line Leclerc                      CARRIED

## 9. Information

### 9.1. Chair's Report

Mr. Guy Lévesque provided a written report and shared pertinent points from the Provincial Council of Chairs meeting.

### 9.2. Leadership Report

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

- *Swan Lake First Nation Rehab pilot project* is moving ahead - this project is one of the results of another project: 'Blurring the Lines'. *Blurring the Lines – update*: whereas the initial funding for this initiative has now ceased, ways in which it might be continued are currently being considered.
- *Bridging Program for Internationally Educated Nurses (BPIEN) pilot program within Southern Health-Santé Sud and Prairie Mountain Health (PMH)*: Discussions continue between Manitoba Health, Red River College and the College of Registered Nurses of Manitoba to offer this course with a return for service.
- *Human Resources*: work continues on obtaining funding for the Aboriginal LPN student intake with the Department of Jobs & the Economy having committed support.
- *Physicians*: a Gerontologist has resigned. A Radiologist is establishing a practice in Portage la Prairie with strong links to Boundary Trails Health Centre.
- *East Borderland Community Housing Annual Public Meeting*: Monday October 5, 2015, Sprague
- *Midwifery Services*: planning is underway to establish in the north area.
- *Additional EMS Funded Positions*: staff are currently working through schedules.
- *Flu Clinics*: Planning is well underway.
- *Capital Projects*: the Board viewed recent photos taken of the two projects that are currently underway: Tabor Home and Notre Dame Hospital. Both projects are on time and on budget.

*News flash*: Mr. Milton Sussman has been appointed to the position of CEO & President of the Winnipeg Regional Health Authority.

9.2.1. 2016-2021 Strategic Plan - Video

Using the process of preparing and submitting the 2016-2021 Strategic Plan, staff members Ms. Ales Morga and Ms. Trish Braun considered how best to share the five year plan with staff in a meaningful manner. The result was the production of a video resource designed to enable each individual staff member, regardless of their role, to consider where and how their particular role fits into the plan.

The Board thanked Ms. Morga and Ms. Braun for their creativity and commitment in making the 2016-2021 Strategic Plan accessible, explicable and applicable!

The Board received a revised version of Indicators and Strategic Directions.

9.2.2. Staff Newsletter #s 29 & 30

The staff newsletter #s 29 & 30 were shared for information.

- 10. Board Monthly Meeting Evaluation Board members each completed a Board Meeting Evaluation Form.
- 11. Correspondence *Letters from the Minister of Health regarding:* approval to enter into a five year lease for space in Winkler; reminder to Board Members seeking election to public office to take a leave of absence during the official campaign period; Crown Corporations Council Fall 2015 Board Performance Training program schedule.  
*Letter from the Deputy Minister of Health, Healthy Living and Seniors:* confirming receipt and approval of both the 2016-2017 Annual Health Plan and the 2016-2021 Strategic Plan in accordance with *The Regional Health Authorities Act*. The Board again expressed thanks to those staff who prepared these documents.
- 12. Date/Location of Next Meeting: Date/Location of next meeting: Wednesday October 28, 2015 – Boundary Trails Health Centre, Winkler, MB.
- 13. Adjournment MOTION:  
THAT the Southern Health-Santé Sud Board of Directors meeting be adjourned at 4:28 p.m.  
MOVED BY: Cheryl McKitrick  
SECONDED BY: Susan Hart-Kulbaba CARRIED

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Chairperson