

SUN COUNTRY REGIONAL HEALTH AUTHORITY

MINUTES **May 25, 2016**

The Regular RHA meeting was held in Conference Room I, Tatagwa View, Weyburn, Saskatchewan.

PRESENT

Marilyn Charlton	RHA Chairperson
Marilynn Garnier	Vice Chair
Karen Stephenson	RHA Member
Derrell Rodine	RHA Member
Gary St. Onge	RHA Member
Robert Brickley	RHA Member
Brian Romaniuk	RHA Member
Leigh Rosengren	RHA Member
Murray Setrum	RHA Member

STAFF

Marga Cugnet	President and CEO
John Knoch	VP – Corporate and Finance
Murray Goeres	VP Health Facilities
Janice Giroux	VP Community Health
Dean Biesenthal	VP Human Resources
Joanne Helmer	Communications Coordinator
Lesley Chapman	Recording Secretary

REGRETS

Dr. Dimitri Louvish, VP Medical

1.0 CALL TO ORDER AND ADOPTION OF AGENDA

M. Charlton called the meeting to order at approximately 1330 hours.

The Board Chair indicated that agenda items 4.3, 8.0, 8.3 and 9.4 would be deferred to the June 29, 2016 Board meeting to facilitate work on finalizing the 2015/2016 audit statements.

10/16

Moved by: D. Rodine/B. Romaniuk**Carried.**

That the Sun Country Regional Health Authority adopts the Regional Health Authority agenda for May 25, 2016 as presented.

2.0 CONFLICT OF INTEREST

No conflict was reported.

3.0 SCHR WALL WALK – STRATEGY DEPLOYMENT

Highlights included:

The CEO spoke of the draft Hoshins which, in future, will be presented to the Board for approval. The VP of Corporate and Finance gave a brief overview of the Culture of Safety Hoshin.

Highlights included:

The **Culture of Safety Hoshin** consolidates the work of Stop the Line, with the work of Mission Zero, into one Hoshin. The goal of Mission Zero is that by April 1, 2020, we would have zero injuries in the workplace.

It was also mentioned that Patient and Family Advisors participate in this Hoshin and that the Hoshin team would also like to incorporate Board participation into this Hoshin.

The consolidation has identified 3 main subcommittees:

- a) Stop the Line
- b) Safety Management System - By April 1, 2017 we need to have one site fully compliant with the Safety Management System.
- c) Integration – how patient safety work and staff safety will be integrated.

For WCB claims, we are on target.

The Advancing Primary Care and Mental Health Partnerships to Improve Patient Care Hoshin

The VP of Community Health gave a brief overview and update on the status of this Hoshin.

Highlights included:

- This Hoshin involves working with Primary Health Care to conduct screening of clients using the Healthy Living questionnaire.
- Through the questionnaire, clients would be prioritized as a level 3 or level 4 client for urgency of service.
- Instead of waiting for the 20 or 30 days to receive care, clients could utilize the Changeways Program or Internet based Cognitive Behavioral Therapy to meet their needs, which could reduce the waitlist for Mental Health Services.
- An assessment will be conducted regarding how many individuals are being referred to the Changeways program.
- Staff and physicians will be educated on the Changeways program.
- We are on target with this hoshin.
- Team leads for the hoshin are Terry Romanow, Regional Director, Mental Health and Addictions Services, and Sheena Grimes, Interim Regional Director, Primary Health Care Services.

4.0 ADOPTION OF MINUTES**4.1 Regular RHA Meeting**

A copy of the April 27, 2016 Regular RHA minutes was circulated to all members.

11/16

Moved by: K. Stephenson/G. St. Onge**Carried**

That the Sun Country Regional Health Authority adopts the Regular Regional Health Authority Minutes of April 27, 2016 as presented.

4.2 Practitioner Liaison Minutes – March 23, 2016

A copy of the March 23, 2016 Practitioner Liaison Meeting Minutes was circulated to all members.

12/16

Moved by: B. Romaniuk/M. Garnier**Carried**

That the Sun Country Regional Health Authority adopts the Practitioner Liaison Committee Minutes of March 23, 2016 as presented.

4.3 Finance and Audit Committee Minutes – May 18, 2016

This agenda item was deferred to the June 29, 2016 Board meeting.

5.0 BUSINESS ARISING FROM THE MINUTES

There was nothing further to report.

6.0 REPORT OF THE CHAIRPERSON

On May 18th, the Board Chair attended the Finance and Audit meeting and met with the Provincial auditor and Virtus Group to discuss the SCHR financial statement. Following the Finance and Audit Committee meeting, the Board Chair and Board members met to receive information from the VP Health Facilities and Leila McLarty re: the Special Care Home Guidelines. On May 24, 2016 the SCRHA Board attended the Board to Board meeting with the Board of St. Joseph's Hospital in Estevan. On May 27, 2016 the Board Chair will be attending the Employee Recognition event.

7.0 PRESIDENT AND CEO REPORT

Highlights included:

- Recruitment and Retention – We are facing fewer challenges but there is still significant work to do.
 - We are reviewing physician staffing for the Radville Marian Health PHC clinic.
 - In Arcola and Carlyle, we are looking for short term locums to cover that area until permanent physicians are placed.
 - We are working with the Moose Mountain Recruitment Committee and the Arcola Corporation to ensure we have sufficient physician coverage, until the end of September 2016.
 - We continue to recruit nurses and paramedics.
 - We are still facing challenges recruiting cooks.
- Human Resources – We have received several applications for the Employee Health Nurse. These are being reviewed for potential interviews.

- Attendance Support – Managers are working with staff and are trying to discern the root causes re: lack of attendance.
- WCB – we are continuing to see a reduction of claims, focusing on the prevention of injuries.
- Long Term Care – Significant work is being undertaken in response to the Ombudsman’s report. The VP Health Facilities and his team have selected the next sites for implementation of the Purposeful Interactions program.
- The revised Long Term Care placement process is working well with many applicants receiving the offer of a non-preferred bed within a week’s time.
- Acute Care – We are looking at improving the tracking measures re: what type of patients are occupying acute care beds that fall under the category “Alternate Level of Care”.
- EMS – a meeting was held with STARS, the Ministry, and management to discuss the feasibility of having a helipad in Kipling, and assess the current process for patient transfer.
- Therapy Services have been very busy and are considering holding more group therapy sessions to address wait lists.
- PHC – They are continuing to expand the site at Radville Marian Health Centre. We currently have two physicians in Radville and plan to have 3 physicians there by late September.
- The VP Medical has been busy with recruitment and interviewing physicians for possible SIPPA placements.
- Community Health Services – We are up to the full complement of three psychiatrists now and most targets regarding access to services by our patients are being met.
- Public Health – The Maternal Health team continues work in St. Joseph’s to increase the number of mothers who breast feed (and also for a longer period of time).

- Corporate and Finance has been focusing on patient safety, and has been planning for the Quality Symposium. There has also been planning for several maintenance/repair projects.
- Accreditation – We are getting ready for the next survey in 2018.
- The Pressure Ulcer Prevention group met in April. Some patients/residents are still developing pressure ulcers. We need to refocus on preventative measures.
- Nutrition and Food Services – Are tracking overtime and sick time usage. Some 5S work is being done to prepare for Kanban of supplies.
- High touch areas – We will keep the Board updated on the results of the high touch cleaning audits. We have seen improvements in the audits.
- Capital Planning for the replacement of the Weyburn General Hospital - The City of Weyburn is partnering with SCHR to conduct an assessment of five potential sites.
- The Kaizen Promotion Office is implementing 5s and Kanban with staff.
- We are continuing to advance with Leads, the Leadership Development program. The 4th group has started the program.

8.0 FINANCIAL CONDITIONS

This agenda item was deferred to the June 29, 2016 Board meeting.

8.1 2015/2016 SCRHA Audited Financial Statements – Draft

This agenda item was deferred to the June 29, 2016 Board meeting.

8.1.2 SCRHA Board Financial Income Statement (7111030) to March 31, 2016

As of the end of March 2016, we have a \$46,000.00 surplus, partially due to not having a full complement of board members. The budget for

2015/2016 was based on what the full complement of the Board would be. There was less need for education as well.

8.2 2015/2016 – Capital Equipment Final Acquisitions List

It was mentioned that this list is our report to the Board on what had been approved last year with respect to capital projects. This is the reconciliation. It includes revenues from trusts, and externally restricted cash to purchase equipment. It was also mentioned that we receive some capital funds from Sask Health, but depend on donations, some of which are targeted for specific items, to help us purchase what is needed.

Moved by: L. Rosengren/G. St. Onge

Carried

That the Sun Country Regional Health Authority members accept the recommendation of the Finance and Audit Committee and approves the Final Acquisitions List for 2015/2016 Capital Equipment as presented.

8.3 2015-2016 Auditor Report

This agenda item was deferred to the June 29, 2016 Board meeting.

8.3.1 Independent Auditors' Report

This agenda item was deferred to the June 29, 2016 Board Meeting.

8.3.2 SCRHA Audit Completion Report

This agenda item was deferred to the June 29, 2016 Board meeting.

8.3.3 Letter to David Prost re: March 31, 2016 Audited Financial Statements

This agenda item was deferred to the June 29, 2016 Board meeting.

8.4 2016/2017 Operating Budget

It was mentioned that we are waiting to receive our budget on June 1, 2016. Leadership has been working on a draft budget plan, on the assumption that the SCHR won't be receiving much more funding than last year. Until we receive our budget numbers, we won't be able to finalize our budget. We have asked our Affiliates to present their balanced budgets to us by the close of June. At the June meeting, Leadership aims to present some options to the SCRHA Board to consider for a draft budget, then finalize and present the final budget to the Board in July for approval.

9.0 BOARD BUSINESS

9.1 Motion brought forward from April 7, 2016 Special Board Meeting re: the SAHO-SUN Memorandum of Agreement for the renewal of the Collective Agreement (April 1, 2014 to March 31, 2018).

Moved by: M. Garnier/K. Stephenson

Carried

That the Sun Country Regional Health Authority supports the ratification of the SAHO-SUN Memorandum of Agreement (MOA) for the renewal of the collective agreement (April 1, 2014 to March 31, 2018) and designates the President and CEO as the authorized officer to sign the ratification ballot on behalf of the Regional Health Authority.

9.2 Internally Restricted Funding for EMS

Several years ago, Leadership decided that we would look at regularly replacing ambulances based on the history of repairs, how old the ambulances were, and the number of kms on the vehicles. We are asking the Board to increase the amount of internally restricted funds to replace two units per year. With the increased cost of ambulances (approximately \$125,000.00 per ambulance), the Board was asked for their approval to raise the amount from \$50,000.00 to \$100,000.00 annually to put into the fund, provided we have \$100,000.00 at year end to internally restrict. The other funding we receive is from (e.g.) the Midale Trust to assist Weyburn and Estevan with their units. Once an ambulance accumulates 400 thousand kms, we would want to replace it for sure.

19/16 **Moved by: R. Brickley/B. Romaniuk** **Carried**

That Sun Country Health Region internally restrict up to \$100,000.00 annually using surplus funds towards purchase of replacement Ambulance units, starting with the year ended March 31, 2016.

**9.3 CW 14/16 Conflict of Interest Annual Declaration
(April 27, 2016 Committee of the Whole Minutes)**

20/16 **Moved by: M. Setrum/D. Rodine** **Carried**

That the Sun Country Regional Health Authority approve the Conflict of Interest – Annual Declaration policy LP-01-20-GP- 56 as presented.

9.4 Audited Financial Statements 2015/2016

This agenda item was deferred to the June 29, 2016 Board meeting.

10.0 BOARD EDUCATION

**10.1 Presentation on the role of eHealth
- Susan Antosh, CEO of eHealth Saskatchewan**

Susan Antosh, CEO for eHealth was welcomed to the meeting by the CEO and the Board Chair, and introductions were made around the Board table.

Highlights included:

- The vision of eHealth Saskatchewan is ‘Empowering Patients, and Enabling Care’ accomplished through enabling providers with the correct information at the right time through a provincially standardized, safe and secure system.
- eHealth does a significant amount of work with rural health regions, and also provides support to the Ministry of Health.
- Saskatchewan is unique in that we have information coming in from electronic medical records from physician offices and Primary Health Care sites.

- An overview of the eHealth Strategic Plan with the following four themes was discussed.
 - a) Patient First (Better Health) Strategies - This component encompasses getting patient information to healthcare providers, and providing information to assist patients directly. We are making the e-viewer available to physicians and other professionals.
 - b) Partner within Health System (Better Care) – This aspect involves assisting and supporting eHealth’s stakeholders and customers in the healthcare system. Working with RHAs.
 - c) Sustainability Strategies (Better Value) – This relates to the utilization of secure simple sign-ons, data analytics, and safety improvements. We are looking to simplify the process so they don’t need multiple passwords.
 - d) People (Better Teams)– This element entails partnering to create high-quality, safe healthcare processes to serve the patients in our province.

11.0 CORRESPONDENCE

There were no correspondence items.

12.0 NEXT BOARD MEETING

RHA Board Meeting
1:30 p.m. June 29, 2016
Conference Room 1
Tatagwa View

13.0 ADJOURNMENT

The meeting was adjourned at approximately 1517 hours by M. Setrum.

Marilyn Charlton, Chairperson

Marga Cugnet, President and CEO