

# SUN COUNTRY REGIONAL HEALTH AUTHORITY

## **MINUTES November 30, 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
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
Dr. Dimitri Louvish	VP Medical
Lesley Chapman	Recording Secretary

### **REGRETS**

#### **1.0 CALL TO ORDER AND ADOPTION OF AGENDA**

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

**Moved by: M. Garnier/L. Rosengren**

**Carried.**

That the Sun Country Regional Health Authority adopts the Regional Health Authority agenda for November 30, 2016 as presented.

## **2.0 CONFLICT OF INTEREST**

No conflict was reported.

## **3.0 SCHR WALL WALK – STRATEGY DEPLOYMENT**

### **Enhancing Primary Care and Mental Health Partnerships to Improve Patient Care**

#### **Highlights included:**

- We are on target with this hoshin.
- We are putting a booklet together for practitioners and patients coming to the PHC clinic. We are looking at best practices, and hope to do some replication in other PHC clinics within the region. At the moment, we are focusing on the Weyburn Primary Health Care Clinic.

#### **With the replication plans, we will work with all of the PHC clinic sites in Sun Country Health Region.**

- The goal is to have 100% of patients with an appointment at the Primary Health Clinic to be given a Healthy Living Questionnaire to complete. Completed questionnaires will provide an indication of whether an individual requires a direct referral to Mental Health and Addictions, or require alternate program services offered in the clinic.
- Level 1 and 2 clients would include people who are assessed as suicidal. We would like patients who are a level 3 or 4 to be followed by the Primary Health Care Clinic team.

#### **Culture of Safety Hoshin**

#### **Highlights included:**

- **There are three sub-teams looking at:**
  - a) Patients and Families
  - b) Staff Safety – Safety Management System, focusing on policies and practices in WSCH.

c) Staff and Patient Initiatives aligned

- Key metrics include WCB claims. Regarding WCB claims, we are trending well and should meet or be lower than the established target. We have, however, exceeded the WCB claims target at WSCH.
- The third target is the implementation of the Safety Management System.
- For staff and patient safety alignment, we have daily visual management boards at each site.
- A campaign was launched in November called 5 in 5, which involves reflection on the following five questions:
  - 1) How is my attitude today? Am I open to all viewpoints?
  - 2) Have I spoken up or stopped the line in the last five days?
  - 3) What does support look like to you? Do I feel supported when I speak up or stop the line?
  - 4) In the last five days, has someone stopped you or spoken up with a concern?
  - 5) How can I support others to speak up?

#### **4.0 ADOPTION OF MINUTES**

##### **4.1 September 28, 2016 RHA Minutes**

A copy of the September 28, 2016 Regular RHA minutes was circulated to all members.

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

**Carried**

That the Sun Country Regional Health Authority adopts the RHA Minutes of September 28, 2016 as presented.

#### **5.0 BUSINESS ARISING FROM THE MINUTES**

There was no business arising to report.

## 6.0 REPORT OF THE CHAIRPERSON

On November 15, 2016, the Board Chair attended a meeting in Regina with other RHA Board Chairs and met with MoH Jim Reiter, Minister Ottenbreit, and Deputy Minister Max Hendricks. The next day she attended the Provincial Leadership Team meeting. On November 18<sup>th</sup>, she attended the Finance and Audit meeting in the morning, and a Board Governance and Human Resources meeting in the afternoon. An overview of business discussed at each meeting was provided.

## 7.0 PRESIDENT AND CEO REPORT

### Highlights included:

- Accreditation 2018 – Past recommendations are being reviewed to ensure that they've been addressed.
- Home Care, Primary Health Care, and Wound care have updated standards for wound care.
- Over the last month, 14 concerns were received by the Quality of Care Co-ordinator. Most of the concerns were informational inquiries.
- Nutrition and Food Services – Work continues on the amalgamation of food services at Tatagwa View and Weyburn General Hospital in Weyburn.
- High touch audit results – The need to ensure that staff are meeting standards was emphasized. Our goal is 90% compliance.
- Maintenance – The Lampman roof project is almost complete.
- Human Resources – is continuing work on physician recruitment. There are now two new physicians in Arcola and Carlyle, and three that are continuing in SIPPA community assessments. They likely won't be licensed until January or February.

- General Surgeon Dr. Cadili has started offering itinerant clinics in Weyburn. His first clinic was held on November 21<sup>st</sup>. His plan is to relocate to Weyburn in February and establish a surgical practice in Sun Country Health Region.
- Recruitment and Retention - A hiring freeze was issued last week by the MoH. We are reviewing every position that becomes vacant. If the vacancy is an essential position such as a CCA or RN, those positions will continue to be filled.
- Worker's Compensation rates are going down, a reflection of less injuries in the health system.
- Public Health clinics have been busy providing influenza immunizations.
- Long Term Care – work continues educating staff on the Special Care Home guidelines, with the expectation to meet the required target by the end of March 2017.
- Therapies have been conducting more dysphagia testing in Long Term Care facilities.
- Primary Health Care– A Nurse Practitioner is back from a leave, and will be resuming practice two days per week at the Coronach Health clinic.
- VP Medical – A review of some policies is being undertaken. (e.g.) the Medical Marijuana policy and how this will be implemented in SCHR.
- The Transcription Project is continuing, with transcription and reports being centralized with 3s Health.

## **8.0 FINANCIAL CONDITIONS**

### **8.1 SCRHA Board Financial Income Statement (7111030) to October 31, 2016**

- The Board is trending in a surplus position, due in part to less meetings than were planned at the beginning of the fiscal year.

## 8.2 SCRHA Statement of Operations to October 31, 2016

### Highlights included

- Based on revenues and expenses, we are trending, overall with a surplus equivalent to just under 3 days of operating.
- Revenue is very close to what we budgeted.
- Expenses – We are on target regarding compensation, due to some positions not being filled.
- We are trending to break even or have a small surplus to the end of March 2017, including meeting the adjusted budget target.

## 8.3 Sun Country Regional Health Authority Board Report as at October 31, 2016

- Operationally, we are in a good position, and are showing green.
- The Ministry requested that for 2016/17, that \$571,000 be shifted from Administration costs to Long Term Care.
- At the end of September, St. Joseph's Hospital of Estevan was showing a slight surplus, as was Radville Marian Health Centre, and Border-Line Housing.
- Our forecast is for a balanced budget.
- We are doing well with the Quick Ratio, working capital, and Accounts Receivable.

## 9.0 BOARD BUSINESS

### 9.1 Mainprize Manor & Health Trust

The Board's attention was drawn to the itemized costs on the back of the Trust letter, each providing additional benefits to our residents in the Manor.

**Moved by: B. Romaniuk/L. Rosengren**

**Carried**

That Sun Country Health Region approve the transfer of funds from the Mainprize Manor & Health Centre Trust account to the SCHR Affinity Credit Union account in Estevan in the total amount of \$12,155.60.

## 9.2 SCRHA General Bylaws - Review

The SCRHA Board was provided with a copy of the SCRHA General Bylaws. It was mentioned that on November 18, 2016, the Board Governance and Human Resources Committee met and reviewed the SCRHA General Bylaws. The only amendments included a couple of typos.

**Moved by: K. Stephenson/D. Rodine**

**Carried**

**That the Sun Country Regional Health Authority approves the SCRHA General Bylaws as amended on November 30, 2016.**

**Action:** *The SCRHA Board Chair and the CEO will sign and copies will be sent to the Minister of Health.*

## 9.3 Patient Safety and Risk Management Dashboard

### Highlights included:

- In the second quarter Medication Reconciliation upon admission is at 95%. Medication Reconciliation at *discharge* has increased to 67%.
- The rate of post-surgical infections was zero.
- MRSA infections are up to 0.42% due to a couple of MRSA infected patients being admitted.
- 96% of concerns were resolved within 30 days.
- 27 concerns in the last quarter resulted in 23 contacts with patients and families.
- The percentage of near misses is at 13%; this reflects a positive indicator of patient safety.

## 9.4 Sun Country Health Region Standards of Care and Practice Audit Results – Quarter 2.

- The Audit results include the following categories:
  - Environmental Cleaning and Hand Hygiene Audits
  - SCHR Falls and Falls with Injury
  - Restraints Indicators
  - Medication Reconciliation on Admission

- The Quality of Care Co-ordinator has set up a process whereby we continue to conduct certain audits each month.
- Preventative measures have seen the risk of patients developing blood clots decreased.

## **10.0 BOARD EDUCATION**

### **10.1 Ethics Video – “I Sorry Bout That”.**

The video discussed the importance and methods of both providing sincere, humble apologies, and also being kind to yourself, as we are all human.

## **11.0 CORRESPONDENCE**

There were no correspondence items.

## **12.0 NEXT BOARD MEETING**

**January 25, 2017**

RHA Board Meeting

Conference Room , Tatagwa View

Weyburn

## **13.0 ADJOURNMENT**

The meeting was adjourned at approximately 1515 hours.

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Marilyn Charlton, Chairperson

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Marga Cugnet, President and CEO