

**SUN COUNTRY REGIONAL HEALTH AUTHORITY**

**MINUTES  
September 24, 2012**

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

**PRESENT**

Marilyn Charlton	RHA, Chairperson
Lori Carr	RHA, Vice Chairperson
Sharon Bauche	RHA Member
Derrell Rodine	RHA Member
Karen Stephenson	RHA Member
Vern Palmer	RHA Member
Gary St. Onge	RHA Member
Audrey Trombley	RHA Member

**STAFF**

Marga Cugnet	President and CEO
Pam Haupstein	Interim, VP – Finance & Corporate Services
Don Ehman	VP - Human Resources
Janice Giroux	VP – Community Health
Dr. Alain Lenferna	VP – Medical
Murray Goeres	Interim, VP – Health Facilities
Joanne Helmer	Communications Co-ordinator
Betty Nault	Recording Secretary

**REGRETS**

Alan J. Arthur	RHA Member
Robert Brickley	RHA Member

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

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

44/12

**Moved by L. Carr/G. St. Onge**

**Carried.**

That the Sun Country Regional Health Authority adopts the Regional Health Authority agenda for September 24, 2012 as presented.

**2.0 CONFLICT OF INTEREST**

There was one conflict of interest declared for agenda item 9.1.

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

M. Cugnet and Leadership Team members conducted a visibility wall walk for the RHA members and media members in attendance at the end of the meeting. As the accountable leads, the CEO and Vice Presidents reviewed the projects that are being worked on throughout the SCHR and reported out on the status of each project and whether they are on target for completion by year end. They also reviewed some of the measures that have being collected for each project.

The Wall Walk will be conducted at the start of each regular RHA meeting.

### **4.0 ADOPTION OF MINUTES**

#### **4.1 Regular RHA Minutes – June 27, 2012**

A copy of the June 27, 2012 Regular RHA minutes was circulated to all members.

45/12

**Moved by S. Bauche/K. Stephenson**

**Carried.**

That the Sun Country Regional Health Authority adopts the Regular RHA minutes of June 27, 2012 as presented.

#### **4.2 Special RHA Meeting – July 23, 2012**

A copy of the July 23, 2012 Special RHA meeting minutes was circulated to all members.

46/12

**Moved by L. Carr/V.Palmer**

**Carried.**

That the Sun Country Regional Health Authority adopts the Special RHA meeting minutes of July 23, 2012 as presented.

#### **4.3 Practitioner Liaison Committee – May 17, 2012**

A copy of the May 17, 2012 Practitioner Liaison Committee minutes was circulated to all members.

47/12

**Moved by G. St. Onge/S. Bauche**

**Carried.**

That the Sun Country Regional Health Authority adopts the Practitioner Liaison Committee minutes of May 17, 2012 as presented.



We are working with Dr. Kasim to determine whether he will provide these services. She also reported on EMS Services in Estevan, Coronach, Carnduff as well as the ambulance contract for Radville that is being reviewed; recruitment and retention initiatives; disability management; practitioner appointments; and medical policies and procedures that have been developed. She also reported that discussions have been held with the Stoughton EMS regarding a new contract. Another meeting is being planned to continue these discussions. The renovations at the Wawota Memorial Health Centre are complete. Progress is being made on planning for the new integrated facility in Kipling. M. Cugnet reported on the Collaborative Emergency Centres meeting that she had attended along with Marilyn Charlton. She noted that it will be interesting to see how this will be adapted for Saskatchewan.

## 8.0 FINANCIAL CONDITIONS

P. Hauptstein reported on the Internal Board Report for August 31, 2012. She advised that at the end of August 31, 2012 there is a surplus being reported. She noted that there is nothing untoward to report at this time.

## 9.0 BOARD BUSINESS

### 9.1 Recommendations from Committee Meetings and Special RHA Meeting

#### Motions from June 27 Committee of the Whole

#### SCHR/Border-Line Housing Inc. Meeting Minutes of March 7, 2012

48/12

**Moved by L. Carr/S. Bauche**

**Carried.**

That the Sun Country Regional Health Authority amends the minutes of the Board to Board meeting with Border-Line Housing Company (1975) Inc. of March 7, 2012 to add Agenda item 5.0 2012-2013 Budget and written content as presented.

#### **Policy 01-20-GP-80 Community Health Advisory Networks**

49/12

**Moved by K. Stephenson/A. Trombley**

**Carried.**

That the Sun Country Regional Health Authority approves Policy 01-20-GP-80 Community Health Advisory Network as amended.

## **Annual Report 2011-2012**

50/12

**Moved by L. Carr/V. Palmer**

**Carried.**

That the Sun Country Regional Health Authority approves the final draft of the 2011/2012 Annual Report as amended and directs M. Cugnet, Interim President and CEO to submit this document to the Ministry of Health.

### **CEO Recruitment**

51/12

**Moved by L. Carr/D. Rodine**

**Carried.**

That the Sun Country Regional Health Authority approves the payment of expenses submitted by the short listed candidate who was from out of town.

### **Practitioner Staff Appointments**

52/12

**Moved by S. Bauche/L. Carr**

**Carried.**

That the Sun Country Regional Health Authority approves the practitioner staff application of Dr. Bulelwa Mpisi for appointment to the temporary staff category for the period June 18, 2012 to July 27, 2012 and approves the privileges as recommended by the Vice President Medical.

### **Motions Brought Forward from July 23, 2012 Special RHA Meeting**

#### **Appointment of President and CEO**

53/12

**Moved by S. Bauche/L. Carr**

**Carried.**

That the Sun Country Regional Health Authority members appoint Marga Cugnet, President and CEO for Sun Country Regional Health Authority effective July 23, 2012 and approves payment of an annual salary according to the contract.

**Sale of Land Owned by SCRHA to Riverwood Development Corporation (Nicor).****April 25, 2012**

54/12

**Moved by S. Bauche/V. Palmer****Carried.**

That the Sun Country Regional Health Authority, accepts the recommendation for the sale of land in Weyburn and directs the Interim, President and CEO to proceed to make a counter offer of \$15,000 for 0.6 acres of land adjacent to Tatagwa View and further approves the terms of the proposed counter offer as presented in the decision document of April 25, 2012 relating to the right to tie-in to SCRHA utilities infrastructure and the 10 year lease agreement to be made directly with Nicor for the two maintenance buildings or until the premises have been vacated and it is further agreed that this transaction of purchase and sale contemplated shall be pending approval by the Ministry of Health.

**July 23, 2012**

55/12

**Moved by A. Trombley / G. St. Onge****Carried.**

That the Sun Country Regional Health Authority approves the recommendation as presented and directs the President and CEO to proceed to sign the Offer to Purchase and sell 0.57 acres of land in Weyburn adjacent to Tatagwa View for \$14,250 (\$25,000 per acre) when SCRHA is fully satisfied with the utilities infrastructure and plan. Further the Board accepts the recommendation to sign the Ground Lease including the revised termination clause, with Riverwood Development Corporation (NiCor) and directs the President and CEO to proceed to sign the Ground Lease.

**President and CEO Pay-for-Performance**

56/12

**Moved by L. Carr / D. Rodine****Carried.**

That the Sun Country Regional Health Authority approves the payment of \$25,539.37 to Marga Cugnet, President and CEO as per the Provincial Executive Pay-for-Performance Plan.

**President and CEO Vacation Payout**

57/12

**Moved by L. Carr/S. Bauche****Carried.**

That the Sun Country Regional Health Authority approves vacation payout for Marga Cugnet, President and CEO up to Friday, July 20, 2012.

**President and CEO Salary**

58/12

**Moved by A. Trombley/D. Rodine****Carried.**

That the Sun Country Regional Health Authority approves the base salary for the President and CEO, Marga Cugnet at \$245,278 effective July 23, 2012.

**Motions Brought Forward From August 22, 2012 Committee of the Whole Meeting****Stantec Contract Amendment**

Conflict of Interest was declared by Derrell Rodine for this motion. D. Rodine did not vote.

59/12

**Moved by S. Bauche/L. Carr****Carried.**

That the Sun Country Regional Health Authority approves an amendment to the Stantec Architectural Contract for the three capital projects and designates Stantec as a compliance consultant for the Kipling Capital project and approves the payment of fees to the scope in the amount of \$576,025 plus disbursements and all applicable taxes and designates signing authority to the President and CEO for this project.

**MHPM Contract Renewal**

60/12

**Moved by L. Carr/A. Trombley****Carried**

That the Sun Country Regional Health Authority agrees to enter into a new contract with MHPM Project Managers Inc. for the three capital projects with terms as follows: Radville Marian Health Centre - \$7,250 per month for ten (10) months; Redvers Health Centre - \$7,250 per month for twelve (12) months; Kipling Integrated Facility - \$13,900 per month for seven (7) months and then \$10,000 per month for twenty-two (22) months. The SCRHA does not approve the request for additional funding in the amount of \$22,014 for the work completed in June and July 2012 to move this project forward.

The effective date of this contract will be August 1, 2012 and the contract will include a termination clause and an extension clause for each project. The Sun Country Regional Health Authority designates signing authority to the President and CEO for this project.

### **Practitioner Staff Appointments**

61/12

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

That the Sun Country Regional Health Authority approves the practitioner staff application of Dr. Randi Ramunno for appointment to the temporary staff category for the period July 9, 2012 to August 26, 2012 and approves the privileges as recommended by the Vice President Medical.

### **Practitioner Staff – Disciplinary Committee**

62/12

**Moved by A. Trombley/G. St. Onge****Carried.**

That the Sun Country Regional Health Authority members reappoint Don Ehman as the Chairman of the Practitioner Staff – Disciplinary Committee for 2012-2013.

### **Sprinkler Systems Redvers Health Centre and Moose Mountain Lodge**

63/12

**Moved by S. Bauche/A. Trombley****Carried.**

That the Sun Country Regional Health Authority awards the tender bid to Vipond Inc. for the replacement of the dry pipe sprinkler system with a stainless steel sprinkler system in the Redvers Health Centre in the amount of \$176,780 plus taxes and in Moose Mountain Lodge in the amount of \$145,721 plus taxes and designates signing authority for these projects to the President and CEO.

## **9.2 Long Term Care Facilities Construction Projects Update**

P. Hauptstein reported that the construction project in Radville is about 32% complete and the Redvers project is about 61% complete. The Kipling Project is also moving forward with seven teams providing presentations to the project team in response to the request for qualifications. Three teams have been short-listed.



### **9.3 Community Health Advisory Networks Meetings**

D. Rodine reported that plans are underway for the Fall Community Health Advisory Network Meetings. The planning committee has met and selected the following dates for the meetings: November 5 Bengough, November 8 Estevan, November 14 Kenosee Lake, and November 22 Weyburn. Letters of invitation will be mailed out to all municipal governments in SCHR with the information regarding the meetings. RHA members and Leadership members are encouraged to attend as many of these meetings as possible.

K. Stephenson reported on the meeting that was held in Bengough with Minister Weekes as part of his rural tours. Derrell Rodine and Karen attended this meeting and have been receiving very positive feedback from community members. It was noted that October 2 has been scheduled for Minister Weekes tour to Redvers and Arcola.

### **9.4 Board to Board Meeting with St. Joseph's Hospital**

Request has been received from St. Joseph's Hospital for a Board to Board meeting with Sun Country Regional Health Authority. This meeting could not be accommodated in September and therefore it has been proposed to hold this meeting on October 24, 2012. They will be invited to meet at 11:00 a.m. and then have lunch with the Regional Health Authority. We are awaiting a response from St. Joseph's Hospital to confirm this date and time.

### **9.5 Patient Safety Quarterly Report – April – June 2012**

The report was circulated to all members and included information on Patient Safety and Risk Management Dashboard, July 2011-June 2012; The Quarterly Report, Continuous Quality Improvement (CQI) May – June 2012; The Quarterly Report, Continuous Quality Improvement (CQI) July – August 2012 and the 2012 SCHR Health Care Associated Infection Second Quarter Report.

Discussion followed regarding the Flu Clinics opening on October 9, 2012. The vaccine is expected to arrive October 2, 2012.

## 9.6 Policy Governance – RHA Policy Review

M. Charlton advised that commencing January 2013, the Governance and Human Resources Committee will begin reviewing the Governance Policies of the SCRHA and will bring forward any revisions for consideration by the RHA.

## 9.7 Board Education Opportunities

### 9.7.1 Media Training

J. Helmer, Communications Co-ordinator advised that she had followed up on a suggestion that was made by Mr. Brickley regarding media training he had received as a member of another organization and provided by a particular company. It was very good and the training teaches you how to consolidate your messages and what to say or not to say to public and media, especially the small weekly newspapers. She has contacted the training vendor and their proposal was for one or two RHA members to attend a session on October 30, 2012 at a cost of \$395/person and determine whether it would be valuable education to provide to the Regional Health Authority members as a whole and the Leadership Team. Discussion followed.

The RHA members agreed that further information was required to make an informed decision and requested that further investigation be done for vendors related to health and include associated costs for this training. The training will involve the SCRHA members and the Leadership Team.

**ACTION:** J. Helmer to bring back options for consideration at the October 24, 2012 Committee of the Whole meeting. Bring forward.

### 9.7.2 Accreditation Forum 2012 – Making the Link November 29 and 30

Information regarding the Accreditation Forum 2012 was circulated to all members for consideration. M. Cugnet will be approaching Felecia Watson, Regional Manager, Continuous Quality Improvement and Strategic Planning to attend.

## 10.0 CORRESPONDENCE

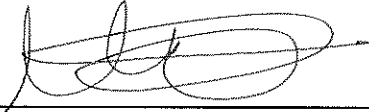
No correspondence was circulated.

## 11.0 NEXT MEETING

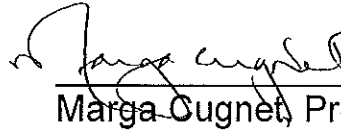
The next regular RHA meeting is scheduled for November 28, 2012 at 1:30 p.m., Conference Room I, Tatagwa View, Weyburn, Sk.

## 12.0 ADJOURNMENT

K. Stephenson adjourned the meeting at approximately 1440 hours.



Marilyn Charlton, Chairperson



Marga Cugnet, President and CEO