

SUN COUNTRY REGIONAL HEALTH AUTHORITY

MINUTES May 27, 2015

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

PRESENT

Marilyn Charlton	RHA Chairperson
Karen Stephenson	RHA Member
Derrell Rodine	RHA Member
Gary St. Onge	RHA Member

STAFF

Marga Cugnet	President and CEO
John Knoch	VP – Corporate and Finance
Murray Goeres	VP – Health Facilities
Chris Cecchini	VP – Human Resources
Dr. Dimitri Louvish	VP – Medical
Joanne Helmer	Communications Coordinator
Vanessa Marcotte	Regional Director, Finance
Shauna Bauman	Recording Secretary

GUEST

David Prost, CA	Partner, Virtus Group LLP, till 1430 hours Chartered Accountants and Business Advisors
-----------------	---

REGRETS

Robert Brickley	RHA Member
Audrey Trombley	RHA Member
Janice Giroux	VP – Community Health
Chris McKee	Executive Director – Kaizen Promotion Office

1.0 CALL TO ORDER AND ADOPTION OF AGENDA

M. Charlton called the meeting to order at approximately 1336 hours.

Moved by G. St. Onge / D. Rodine

Carried.

That the Sun Country Regional Health Authority adopts the Regional Health Authority agenda for May 27, 2015 as presented.

2.0 CONFLICT OF INTEREST

No conflict of interest was declared.

3.0 SCHR WALL WALK – STRATEGY PLAN 2015-16

M. Cugnet and Leadership Team members conducted a Wall Walk at 1337 hours for the RHA members and public that were in attendance and provided a report out on the 2015-2016 Strategic Plan. The Wall Walk was completed at 1353 hours.

4.0 ADOPTION OF MINUTES

4.1 Regular RHA Minutes – March 25, 2015

A copy of the March 25, 2015 Regular RHA minutes was circulated to all members.

Moved by K. Stephanson/ D. Rodine

Carried.

That the Sun Country Regional Health Authority adopts the Regular RHA minutes of March 25, 2015 as presented.

4.2 Board to Board – St. Joseph’s Hospital – March 25, 2015

A copy of the March 25, 2015 minutes of the Board to Board Meeting – St. Joseph’s Hospital were circulated to all members.

Moved by G. St. Onge / D. Rodine

Carried.

That the Sun Country Regional Health Authority adopts the Board to Board Meeting – St. Joseph’s Hospital minutes of March 25, 2015 as presented.

4.3 Board to Board – Border-Line Housing Company (1975) – April 14, 2015

A copy of the April 14, 2015 minutes of the Board to Board Meeting – Border-Line Housing Company (1975) were circulated to all members.

Moved by G. St. Onge / D. Rodine

Carried.

That the Sun Country Regional Health Authority adopts the minutes of the Board to Board Meeting – Border-Line Housing Company (1975) of April 14, 2015 as presented.

4.4 Board to Board – Radville Marian Health Centre – April 29, 2015

A copy of the April 29, 2015 minutes of the Board to Board Meeting – Radville Marian Health Centre were circulated to all members.

Moved by K. Stephanson / G. St. Onge

Carried.

That the Sun Country Regional Health Authority adopts the minutes of Board to Board Meeting – Radville Marian Health Centre of April 29, 2015 as presented.

4.3 Finance and Audit Committee Minutes – May 15, 2015

A copy of the May 15, 2015 Finance and Audit Committee minutes was circulated to all members.

Moved by G. St. Onge/ D. Rodine

Carried.

That the Sun Country Regional Health Authority adopts the minutes of the Finance and Audit Committee of May 15, 2015 as presented.

5.0 BUSINESS ARISING FROM THE MINUTES

There was no business arising from all the minutes presented.

6.0 REPORT OF THE CHAIRPERSON

M. Charlton reported she attended a tele-conference on May 8th. May 15th was the quarterly Finance and Audit meeting. She also attended the May 22nd Governing Council meeting to discuss Shared Services and plans moving forward for the current year. She encouraged those that can, to attend the SCHR Health Quality Symposium in Estevan on May 28th.

7.0 PRESIDENT AND CEO REPORT DISCUSSION

M. Cugnet provided further information on the 4 – 2015/16 Hoshins. Highlights from the CEO and President report included: a potential nursing shortage this summer within Arcola and Kipling. Estevan and Oxbow will see a replacement of their ambulance units. The Region will cover 50% of the cost, while the respective communities will be asked to cover the additional 50%.

Within Therapies, the Adult Speech Language Pathologist is assessing the dysphagia (difficulty in swallowing) program to ensure all LTC patients receive an assessment and then a follow up to ensure diets are not changed without proper notification and reassessment. Residents have expressed interest and enjoyment from the “Destination Challenge” planned through the Falls Prevention Program.

Human Resources and Regional Director of Primary HealthCare are reviewing the contracts of physicians who are nearing the end of their 2 year contracts. Saskatchewan grad from the College of Medicine, Janessa Grosenick, will be joining the Weyburn Primary Health Care Centre in September. There was no requirements to have a physician enter the May 2015 SIPPA, however, two seats will be filled for candidates for SCHR in September.

The VP Medical has been busy with Medication Management and Antimicrobial Stewardship, as well as meeting with physicians in the rural areas. Corporate and Finance is working on replacing the heating system in Coronach, installing a fire sprinkler system in Carnduff and start to plan for the replacement of the Weyburn General Hospital. The CT Scanner project at St. Joseph’s Hospital is underway and looking to soon award the renovation contract soon, with hope of offering scans by October 1st.

The Ministry released the 2014 results of the CEO Resident Council tour. This was shared with the board, including updates to action plan. Marga has one location left to visit for 2015 and a report will be provided to the Ministry before the end of June 2015. The Board will see a draft prior to finalization.

The Ombudsman report on improvements in Long-Term Care Report was released on May 13, 2015. Four recommendations are focused more broadly on improvements to the long-term care system in Saskatchewan. SCHR staff are reviewing and working with action plan on provincial basis with the Ministry of Health.

The two days of clinics and transition for the Arcola physician group into the Wawota clinic has gone very well. Discussions continue on finding a physician to provide service in Fillmore one-day per week.

8.0 FINANCIAL CONDITIONS**8.1 2014-2015 SCRHA Financial Statements – Draft**

J. Knoch provided a brief overview of the 2014-2015 SCRHA Financial Statements.

8.1.1 SCRHA Board Financial Income Statement (7111030) to 31-Mar-2015

J. Knoch explained the Board's expenditures for the year. They had a surplus over \$48,000 which was partially due to some board member resignations and fewer board education and training sessions this past year.

8.1.2 SCRHA Board Financial Income Statement (7111030) to 30-Apr-2015

J. Knoch reported the statement indicates a negative variance due to Community Network Leadership meeting and extra Board-to-Board meetings in April. This is related to timing of expenses. There will be no major expenditures now again until fall Community Network Meetings.

8.2 2014-2015 – Capital Equipment Final Acquisitions List

V. Marcotte explained the capital equipment list of 2014-2015 provided. This is a list of capital items purchased within 2014-2015.

Moved by K. Stephanson / G. St. Onge

Carried.

That the Sun Country Regional Health Authority members accepts the recommendation of the Finance and Audit Committee and approves the Final Acquisitions List for 2014-2015 Capital Equipment as presented.

8.3 2014-2015 Auditor Report – Draft

D. Prost expressed his appreciation for the opportunity to meet with the RHA and advised that the Auditors have no issues with stewardship or accountability of management of Sun Country Health Region. The qualified opinion is simply an accounting issue that is between the Provincial Auditor and the Ministry of Health. He advised that they do not have any concerns and that the auditors' are very pleased with the quality of work that has been provided.

M. Charlton thanked D. Prost for attending the meeting.

Moved by G. St. Onge / K. Stephanson

Carried.

That the Sun Country Regional Health Authority accepts the recommendation of the Finance and Audit Committee and approves the following resolution.

Whereas this is the third year the Sun Country Regional Health Authority is using Public Sector Accounting Board standards; and

Whereas the Health Region has been directed by the Ministry of Health to use the accounting guidelines for the co-ownership of the Kipling Integrated Health Centre as set out by the Ministry of Finance.

Be it Resolved that the Sun Country Regional Health Authority approves the SCHR 2014-2015 Audited Financial Statements for the year end March 31, 2015 as presented.

8.4 2015-2016 Operating Budget

8.4.1 SCRHA Internal Board Report – Statement of Operations to 31-Mar-2015 & 2015-16 Proposed Budget

J. Knoch presented a power point presentation on the 2015/2016 Budget. J. Knoch advised that a balanced budget is being presented. The presentation provided information on: 2015-2016 budget at \$153,090,632, staffing estimates, the effects of the 2015-2016 Hoshins, and an overview on the Ministry of Health funding. He noted that the 2015-2016 budget will be tight with no inflation increases, achieve saving though discretion for travel, administration, IT; improve patient and family-centered care, Seniors care; system improvements aligned with Patient First Report; and continue Hoshin Kanri, Lean, and Think and Act as One Health System. Key areas that will be focused on for this fiscal year include: collective agreement funding included in budget increase and budget for planning for replacement of Weyburn General Hospital. Sun Country initiatives to achieve these savings will be to focus on attendance management and reduced overtime usage and delay in hiring certain OOS positions. Further explanation was provided for other appropriateness related reductions, which includes looking at services and how we can work more efficiently. Despite the challenges, SCHR will be increasing ultrasound services in Estevan and Weyburn as well as establishing the CT program in Estevan, October 2015.

V. Marcotte explained the SCHR revenue and expenses; surplus and transfers; and the Capital equipment and projects for 2015-2016.

J. Knoch advised that although it is a tight budget, there are expectations to improve quality of care, reduce Emergency Department wait times, improve patient flow and care to Seniors; strengthen Mental Health and Addictions services; align with Patient First Report; continue Hoshin Kanri and Lean; and require a surplus toward our capital fund.

M. Charlton complimented the management and staff of SCHR for being so diligent. We will continue to monitor and consider potential purchases in the future.

8.4.2 Capital Equipment Budget

V. Marcotte identifies the needs of the facilities and Regional Directors. These Capital costs are usually due to equipment/appliance replacements which have little to no warranty. This year the budget is set at \$1,300,000.

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

That the Sun Country Regional Health Authority accepts the recommendation of the Finance and Audit Committee and approves the 2015-2016 Operating and Capital Budget submission as presented and directs the President and CEO to submit to the Ministry of Health for approval

9.0 BOARD BUSINESS**9.1 RMHC Demolition Project – Monthly Status Report**

J. Knoch reported the tender deadline closed and they will look at awarding the contract very soon.

9.2 Capital Planning – Weyburn General Hospital

M. Cugnet reported a conference call with Prince Albert Parkland Health Region as they are in the planning stages for a new hospital as well. J. Knoch travelled to Prince Albert to attend 3P Planning meetings, which uses Lean tools to design the building. A Steering Committee has been established for the Weyburn General Hospital Replacement Project and a meeting will take place in June. M. Cugnet has met with the Weyburn and District Hospital Foundation to provide them an up-date and on the next steps. As well, M. Cugnet has met and J Knoch will meet with B. Smith, City of Weyburn, City Manager, to discuss the location of the hospital. Regular meetings will begin to take place and will involve representatives from the Weyburn & District Hospital Foundation and the City of Weyburn.

9.3 Health and Safety Policy Statement - Attachment / Decision

C. Cechinni explained as part of the Safety management System and Sun Country Health Regions commitment to reduce injuries, the Health and Safety Policy Statement was created. Once signed by M. Cugnet and M. Charlton, it will be distributed throughout the 28 sites and programs within the Region.

Moved by D. Rodine / G. St. Onge**Carried.**

That the Sun Country Health Authority members approve the Health and Safety Policy Statement as presented.

9.4 Practitioner Staff Appointments

D. Louvish reviewed the practitioner staff list with a recommendation for approval of privileges and appointment to the Temporary Staff category

Appointment to Temporary Staff

Dr. Augustine Egbagbe, Locum - *Valid May 11, 2015 to May 31, 2015*

Dr. Janessa Grosenick, Resident - *Valid May 4, 2015 to June 28, 2015*

Moved by G. St. Onge / K. Stephanson

Carried.

The Sun Country Regional Health Authority Board approves the applications for appointment for the practitioner staff as noted in the list to the Practitioner staff categories as presented and approves the privileges for 2015 as recommended by the Vice President of Medical.

9.5 Gainsborough Health Centre Trust

One (1) letter of authorization was presented for the Gainsborough Health Centre Trust to transfer a total amount of \$40,452.22 from the Trust Account to the Estevan Credit Union for the purchases, as circulated, that were made for the community and Gainsborough Health Centre. This included some costs for nurse call system replacement.

Moved by K. Stephanson / D. Rodine

Carried.

That the Sun Country Health Authority members approve the transfer of funds from the Gainsborough Health Centre Trust account to the Estevan Credit Union in the total amount of \$40,452.22.

9.6 CEO Compensation

Moved by G. St. Onge / K. Stephanson

Carried.

That the Sun Country Regional Health Authority members accepts the recommendation of the Committee of the Whole and approves the economic increase for the CEO as directed by the Ministry of Health – a 1.5% economic increase to the base rate of pay for 2014-15.

That the Sun Country Regional Health Authority members accepts the recommendation of the Committee of the Whole, in accordance with the March 17, 2015 Ministerial Directive, to receive her base rate of pay for 2014-15 and 2015-16.

9.7 2015-2016 Strategic Plan

Moved by D. Rodine / K. Stephanson

Carried.

That the Sun Country Regional Health Authority members accepts the recommendation of the Committee of the Whole and approves the Sun Country Health Region Strategic Plan for 2015-2016 as presented

9.8 Community Leadership Network Meeting

D. Rodine highlighted the successes and concerns brought forward at the Community Leadership Network meetings held in Bengough on April 28, 2015 and Estevan on April 30, 2015.

9.9 Board Resignations

M. Charlton accepted the letter of resignation from Ms. Lori Carr. She thanked her for her years of service to the public on previous health boards and on this Health Authority.

10.0 QUALITY SYMPOSIUM

M. Charlton encourages any of the Board members to attend, K. Stephanson and M. Charlton will be in attendance.

11.0 CORRESPONDENCE

M. Charlton shared an 'Invitation to give your Feedback' letter from SaskPower. J. Knoch will address the letter with R. Hill.

Ombudsman Saskatchewan report, "Taking Care: An Ombudsman investigation into the care provided to Margaret Warholm while a resident at the Santa Maria Senior Citizens Home" is available for all to review on-line.

12.0 NEXT MEETING

The next regular RHA meeting is scheduled for Wednesday, June 24, 2015 at 1:30 p.m., Conference Room I, Tatagwa View, Weyburn, Sk.

12.0 ADJOURNMENT

D. Rodine adjourned the meeting at approximately 1530 hours.

Marilyn Charlton, Chairperson

Marga Cugnet, President and CEO