

SUN COUNTRY REGIONAL HEALTH AUTHORITY

MINUTES **May 30, 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
Derrell Rodine	RHA Member
Karen Stephenson	RHA Member
Alan J. Arthur	RHA Member
Vern Palmer	RHA Member
Robert Brickley	RHA Member
Gary St. Onge	RHA Member
Audrey Trombley	RHA Member

STAFF

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

REGRETS

Sharon Bauche	RHA Member
Janice Giroux	VP – Community Health
Dr. Alain Lenferna	VP – Medical

1.0 CALL TO ORDER AND ADOPTION OF AGENDA

M. Charlton called the meeting to order at approximately 1335 hours. She welcomed the newly appointed RHA members and introduced them. She extended congratulations to all the RHA members who were appointed/reappointed for a 3 year term.

The following additions were made to the agenda:

- 7.3 2011-2012 Strategic and Operational Directions
– 4th Quarter Report – May 22, 2012
- 9.5 Ratification – SAHO/RHA/SUN Memorandum of Settlement
(For Collective Agreement April 1, 2012 – March 31, 2014)

22/12

Moved by V. Palmer/L. Carr

Carried.

That the Sun Country Regional Health Authority adopts the Regional Health Authority agenda for May 30, 2012 as amended.

2.0 CONFLICT OF INTEREST

There was no conflict of interest declared.

3.0 ADOPTION OF MINUTES

3.1 Regular RHA Minutes – March 28, 2012

A copy of the March 28, 2012 Regular RHA minutes was circulated to all members.

23/12

Moved by K. Stephenson/D. Rodine

Carried.

That the Sun Country Regional Health Authority adopts the Regular RHA minutes of March 28, 2012 as presented.

3.2 Finance and Audit Committee Meeting

A copy of the May 17, 2012 Finance and Audit Committee minutes was circulated to all members.

24/12

Moved by L. Carr/K. Stephenson

Carried.

That the Sun Country Regional Health Authority adopts the Finance and Audit Committee minutes of May 17, 2012 as presented.

4.0 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the Minutes.

5.0 REPORT OF THE CHAIRPERSON

M. Charlton reported that her activities as Chairperson has been minimal since her appointment. She has met with the Interim President and CEO and rescheduled the current meeting from May 23 to May 30. She is looking forward to this opportunity to work with the Board and Management.

6.0 PRESIDENT AND CEO REPORT DISCUSSION

M. Cugnet provided further information on the following items of the May 30, 2012 report regarding Patient and Family Centre Care, Medication Reconciliation, 3-part Surgical Safety Checklist; promotion of Healthy Weights; wage driven premium and injury costs (sick utilization, overtime hours and WCB lost time days); representative workforce training, Primary Health Care Plan Phase 1- Practitioners; shared services- electronic staff scheduling program, laundry initiative, and complete purchasing contract, balanced scorecard and measurements; Strategy Deployment, visibility wall and wall walks, Redvers, Radville and Kipling capital projects, LEAN Training across the continuum of care and specifically Mental Health and Addiction Services, improvement boards in housekeeping and laundry, Releasing Time to Care, STARS, Telehealth, Scooter Awareness Program, Community Oncology Program of Saskatchewan, Saskatchewan Chiropractor's Association meeting with President and Executive Director, EMS recruitment challenges, Addiction Program, Autism Spectrum Disorder Program, Immunization, Recruitment and Retention for difficult to fill positions, physician recruitment update for Estevan, Arcola, Coronach, Kipling, Oxbow, Redvers and Weyburn, medical students/residents and distributive learning opportunities, career fairs, mentorships, orientation, student bursary and labor relations/employee relations.

7.0 FINANCIAL CONDITIONS

7.1 2011-2012 Audited Financial Statements

P. Hauptstein presented the contents of the 2011-2012 SCHR Audited Financial Statements. P. Hauptstein noted in the Statement of Financial Position that the unrestricted fund balance has improved and SCHR is financially more secure. She reviewed the Statement of Operations and Changes in Fund balances – designation is being made by pools and cash flow is good. She then reviewed the schedules and advised that the notes attached to the financial statements provide additional information for these statements. She noted that a surplus of \$2.1 million dollars is reported at year end and that \$865,000 of the surplus is to be transferred to capital (ie. CMHC Mortgages). This report was reviewed on May 17, 2012 with the Finance and Audit Committee by Virtus Group LLP, Chartered Accountants and Business Advisors, who are the SCHR Auditors and is

7.3 **2011-2012 Strategic and Operational Directions Fourth Quarter Report – May 22, 2012**

A copy of the 2011-2012 Strategic and Operational Directions Fourth Quarter Report – May 22, 2012 was circulated to all RHA members at the meeting. M. Cugnet asked the members to review and bring forward to the June 27th RHA meeting. M. Cugnet reviewed some of the big dot measures and explained some of the data that was recorded in this report.

ACTION: Bring Forward to June 27, 2012 RHA meeting.

8.0 **GOVERNANCE**

M. Charleton reviewed some items of business for the new RHA members to complete related to expense claim forms, tax exemption forms required by Finance, and also how communication is handled through email for RHA members.

Orientation Day was set for new Board Members on June 18, 2012 at Tatagwa View from 10:00 a.m. to 4:00 p.m.

Board Meeting Evaluation Forms. M. Charleton explained the purpose of these forms and the process that is followed for review and completion at each regular RHA meeting.

Board members attending events on behalf of the SCRHA was discussed. Discussion followed regarding the Employee Recognition event being held on June 1, 2012 in Arcola. RHA Members attending this event were confirmed and members were asked to be at the Arcola Prairie Place by 5:00 p.m. to be Greeters.

9.0 **BOARD BUSINESS**

9.1 **Recommendations from Committee Meetings**

Board to Board meeting with St. Joseph's Hospital of Estevan – Response March 28th Meeting

28/12

Moved by L. Carr/K. Stephenson

Carried.

That the Sun Country Regional Health Authority accepts the recommendation of the Committee of the Whole members and approves the letter as presented and supports the minutes of the Board to Board meeting

of February 29, 2012 being sent to the St. Joseph's Hospital of Estevan Board and directs the Interim President and CEO to proceed.

Practitioner Staff Appointment/Reappointments

29/12

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

That the Sun Country Regional Health Authority accepts the recommendation of the Committee of the Whole and approves the practitioner staff applications for appointment to the temporary staff category as follows: Dr. D. Naidu to July 31, 2012, Dr. V. Padayachee to July 31, 2012, and approves the privileges as recommended by the Sun Country Health Region Credentials Committee and Practitioner Advisory Committee and for Dr. K. Amu-Darko to May 31, 2012 and Dr. M. Horri to June 30, 2012 with privileges as recommended by the Vice President Medical. They further accept the recommendation of the Committee of the Whole and do not approve the practitioner staff application of Dr. P. Bierman for appointment to the Leave of Absence Staff Category as recommended by the Sun Country Health Region Credentials Committee and Practitioner Advisory Committee.

SCHR Patient and Family-Centred Care Strategy Deployment Plan

30/12

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

That the Sun Country Regional Health Authority members accepts the recommendation of the Committee of the Whole and approves the Patient and Family-Centred Care: Moving Forward a Five Year Strategy Deployment Plan dated March 7, 2012 for Sun Country Health Region and authorizes the Interim, President and CEO to implement the plan.

SAHO 2012-2013 Membership Fee

31/12

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

That the Sun Country Regional Health Authority accepts the recommendation of the Committee of the Whole and approves payment of the 2012-2013 membership fees to SAHO in the amount of \$125,940.00 and authorizes the Interim President and CEO to have signing authority.

Gainsborough Health Centre Trust

32/12

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

That the Sun Country Regional Health Authority accepts the recommendation of the Committee of the Whole and approves the transfer of funds from the Gainsborough Health Centre Trust account to the Spectra Credit Union in the total amount of \$7,665.00.

Mainprize Manor and Health Centre Trust

33/12

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

That the Sun Country Regional Health Authority accepts the recommendation of the Committee of the Whole and approves the transfer of funds from the Mainprize Manor and Health Centre Trust account to the Spectra Credit Union in the total amount of \$20,567.51.

9.2 Long Term Care Facilities Construction Projects Update

The project Status Monthly Report dated May 11, 2012 was circulated to all RHA members. P. Haupstein and M. Cugnet provided an update on the status of each project.

9.3 Practitioner Staff Appointments

The following practitioner applications and privileges were presented with recommendations by the Regional Practitioner Credentials Committee and the Practitioner Advisory Committee:

Appointment to Associate (Active) Staff Category:

Dr. K. Amu-Darko, General Practitioner, Estevan
- Appointment to expire February 28, 2013.

Dr. M. Horri, Anesthetist, Estevan – Appointment to expire February 28, 2013

Appointment to Resident Staff Category

Dr. Dragon Golobovic – Resident, Weyburn
Appointment May 7 – June 30, 2012

Appointment to Temporary Staff Category

Dr. Raphael Ajayi – SMA Locum
Appointment expires February 28, 2013

Dr. Diananeethie Naidu – SMA Locum
Appointment expires February 28, 2013

**Appointment to Temporary Staff Category
as recommended by Vice President Medical**

Dr. Pardeep Kaur Dhillon – General Practitioner, Weyburn
Appointment May 28, 2012 – August 31, 2012

M. Cugnet presented the information on behalf of Dr. Lenferna and provided further explanation on the recommendations of the Practitioner Advisory Committee.

34/12

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

That the Sun Country Regional Health Authority approves the practitioner staff applications for appointment to the Associate (Active Staff) Category with appointments to expire February 28, 2013 as follows for: Dr. K. Amu-Darko and Dr. M. Horri and approves the privileges as recommended by the Sun Country Health Region Credentials Committee and Practitioner Advisory Committee. They further approve the practitioner staff application for appointment to the Resident Staff Category for Dr. Dragon Golobovic for the period May 7, 2012 to June 30, 2012 and approves the privileges as recommended by the Sun Country Health Region Credentials Committee and Practitioner Advisory Committee. They further approve the practitioner staff applications for appointment to the Temporary Staff Category with appointment to expire February 28, 2013 for Dr. Raphael Ajayi and Dr. Diananeethie Naidu, SMA Locums and approves the privileges as recommended by the Sun Country Health Region Credentials Committee and Practitioner Advisory Committee. They further approve the practitioner staff application for appointment to the Temporary Staff Category for Dr. Pardeep Kaur Dhillon for the period May 28, 2012 – August 31, 2012 with privileges as recommended by the Vice President Medical.

**9.4 Quality Improvement/Patient Safety/Risk Management Report
Fourth Quarter**

A copy of the Quality Improvement/Patient Safety/Risk Management Report Fourth Quarter dated May 23, 2012 was circulated to all RHA members.

Patient Safety and Risk Management Dashboard – Indicator for percentage of fire drills completed as per schedule. Question asked: Why was the number of fire drills lower in the 4th Quarter? P. Hauptstein will follow up and provide a response.

ACTION:

P. Hauptstein to follow up and provide a response regarding Why the percentage of fire drills completed in the 4th Quarter was lower than the previous quarters.

**9.5 Ratification of SAHO/RHA/SUN Memorandum of Settlement
(For the Collective Agreement – April 1, 2012 – March 31, 2014)**

A copy of the SAHO/RHA/SUN Memorandum of Settlement for the Collective Agreement April 1, 2012 to March 31, 2014 and the Guiding Principles for Transformation of the Health Care System – Tripartite Partnership between RHA/SUN and the Ministry of Health was circulated to all RHA members. The Memorandum of Settlement was presented for ratification by the Sun Country Regional Health Authority.

35/12

Moved by V. Palmer/A. Arthur**Carried.**

That the Sun Country Regional Health Authority ratifies the SAHO/RHA/SUN 2012-2014 Memorandum of Settlement and designates Marga Cugnet, Interim President and CEO as the authorized officer to sign the ratification ballot on behalf of the Regional Health Authority. Further, the Sun Country Regional Health Authority designates Marga Cugnet, Interim President and CEO as the authorized officer to sign the Tri-partite Partnership between RHAs, SUN and Ministry of Health.

10.0 COMMUNICATION**10.1 Rural West Primary Health Care Video**

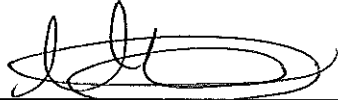
M. Cugnet acknowledged the Rural West Primary Health Care Team and the non-scripted video they have produced and is now being utilized by the Ministry of Health on their Primary Health Care website: "For Patients" - Rural West - <http://www.health.gov.sk.ca/phc-for-patients>. The 10 minute video clip was played at the meeting.

11.0 CORRESPONDENCE**12.0 NEXT MEETING**

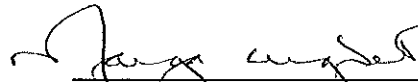
The next regular RHA meeting is scheduled for June 27, 2012 at 1:30 p.m., Conference Room I, Tatagwa View, Weyburn, Sk.

13.0 ADJOURNMENT

D. Rodine adjourned the meeting at approximately 1500 hours.



Marilyn Charlton, Chairperson



Marga Eugnet, Interim
President and CEO