

SUN COUNTRY REGIONAL HEALTH AUTHORITY

**MINUTES
January 30, 2013**

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
Gary St. Onge	RHA Member
Audrey Trombley	RHA Member
Alan J. Arthur	RHA Member
Robert Brickley	RHA Member

STAFF

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

1.0 CALL TO ORDER AND ADOPTION OF AGENDA

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

M. Cugnet introduced John Knoch, Vice President of Corporate and Finance and welcomed him to SCHR. She also thanked Pam Hauptstein for the wonderful job she did as Interim, Vice President Corporate and Finance.

01/13

Moved by S. Bauche/L. Carr

Carried.

That the Sun Country Regional Health Authority adopts the Regional Health Authority agenda for January 30, 2013 as presented.

M. Charlton reviewed the evaluation results from the November 28, 2013 RHA meeting. She reminded the RHA members to review the comments provided for the meeting. She asked members to complete the evaluation for this meeting and return them at the end of the meeting.

2.0 CONFLICT OF INTEREST

There was no conflict of interest declared.

3.0 SCHR WALL WALK –STRATEGY DEPLOYMENT

M. Cugnet and Leadership Team members conducted a wall walk for the RHA members and media members at 1:35 p.m. As the accountable leads, the CEO and Vice Presidents reported out on the Quarter 3 results and key milestones for all the project plans that are being worked on throughout the SCHR. They also reviewed some of the measures that have been collected for each project. Report out ended at 2:15 p.m.

4.0 ADOPTION OF MINUTES

4.1 Regular RHA Minutes – November 28, 2012

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

02/13

Moved by L. Carr/A. Trombley

Carried.

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

5.0 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

6.0 REPORT OF THE CHAIRPERSON

M. Charlton reported on her activities as Chairperson from November 29, 2012 – January 29, 2013. She provided further information around the discussions that were held at several meetings/events she had attended including: Christmas Teas and Employee Recognition Events held in December. She thanked the RHA members and Leadership Team for participating in these events.

She also extended a thank you to the Tatagwa View Dietary staff for the lovely baking and goodies that they had prepared for distribution to these events. She then reported on other meetings she attended including the Kipling Building Project, Quarterly Wall Walk with the Ministry of Health and Provincial CEOs and the meeting that followed with the provincial RHA Chairpersons.

7.0 PRESIDENT AND CEO REPORT DISCUSSION

M. Cugnet reported out on the 2012-2013 Strategic Initiatives at the Wall Walk and provided further information as presented in the January 30, 2013 report on recruitment and retention initiatives, Primary Health Services for Coronach and EMS Services, and Automatic Vehicle Location (AVL) transponders that are being installed in each SCHR ambulance. The cost of the transponder unit was paid by SCHR and the Ministry of Health will provide operating funding for this equipment. She also provided further information on the SCHR bursary program and return for service which is helping in the recruitment of staff.

8.0 FINANCIAL CONDITIONS

P. Haupstein reported on the Internal Board Reports for November 30, 2012 and December 31, 2012. She advised that at the end of December 31, 2012 there is a surplus being reported and that the projected forecast is for a slight surplus at year end March 31, 2013.

9.0 BOARD BUSINESS

9.1 RHA Member Resignation

M. Charlton reported on the resignation of Vernon Palmer, RHA member from Coronach. His letter has been submitted to the Minister of Health. Mr. Palmer has retired and relocated out of SCHR. It is with regret that his resignation was accepted. A thank you letter will be sent to Mr. Palmer.

9.2 Long Term Care Facilities Construction Projects Update

J. Knoch reported that the construction project in Radville is about 40-50% complete and it is planned to be ready by mid-summer 2013. The Redvers project is about 80% complete with the move to the new building planned for early spring.

The Kipling Project is also moving forward with design-build vendors presenting in February; with the expectation that this project will move ahead with one design-build team for the spring of 2013.

9.3 Practitioner Staff Appointments and Privileges

This item was deferred to the next Regional Health Authority meeting in February.

9.4 Trust Funds

9.4.1 Mainprize Manor and Health Centre Trust

A letter of authorization was presented for the Mainprize Manor and Health Centre Trust to transfer a total amount of \$71,222.10 from the Trust Account to the Spectra Credit Union for the purchases that were made for the Mainprize Manor and Health Centre as noted in circulated documents.

03/13

Moved by S. Bauche/K. Stephenson

Carried.

That the Sun Country Regional Health Authority approves the transfer of funds from the Mainprize Manor and Health Centre Trust account to the Spectra Credit Union in the total amount of \$71,222.10.

9.4.2 Gainsborough Health Centre Trust

A letter of authorization was presented for the Gainsborough Health Centre Trust to transfer a total amount of \$25,792.23 from the Trust Account to the Spectra Credit Union for the purchases that were made for the Gainsborough Health Centre as noted in circulated documents.

04/13

Moved by A. Trombley/A. Arthur

Carried.

That the Sun Country Regional Health Authority approves the transfer of funds from the Gainsborough Health Centre Trust account to the Spectra Credit Union in the total amount of \$25,792.23.

9.5 Patient Safety and Risk Management - Quarterly Report

F. Watson attended the meeting at 2:15 p.m. to discuss the Dashboard information that was circulated to the RHA members at the November 28th meeting. She asked for feedback on the data that was presented and advised that the plan is to provide these reports to the RHA in February, May, August and November. In February the RHA members will also receive "*The Quality Report*" which provides more background, quality improvement details and utilization information.

The RHA members thought the information that was being presented was sufficient at this time. F. Watson advised that if the members require any further information to please let leadership know.

F. Watson left the meeting at 2:25 p.m.

9.6 Regional Ethics Committee – Annual Report 2012

Copy of the report was circulated to all Regional Health Authority members for information. The report provided information on the committees' activities for the year 2012 as well as St. Joseph's Hospital of Estevan report was attached as an appendix.

9.7 Meeting with City of Weyburn

Meeting with the City of Weyburn has been scheduled for Monday, February 25, 2013 at 5:00 p.m. in the council chambers at City Hall. M. Charlton, D. Rodine, K. Stephenson and A. Trombley will attend on behalf of the SCRHA and M. Cugnet, President and CEO.

9.8 Meeting Request – SRNA

An e-mail was circulated to the RHA members from the Saskatchewan Registered Nurses' Association requesting the opportunity to meet with the RHA members in 2013 or 2014 to introduce the President and Executive Director and provide an update on their programs and services.

ACTION:

It was agreed that dates will be provided for the May – December, 2013 meetings.

10.0 CORRESPONDENCE

No correspondence was circulated.

11.0 NEXT MEETING

The next regular RHA meeting is scheduled for February 27, 2013 at 1:30 p.m., Conference Room I, Tatagwa View, Weyburn, Sk.

12.0 ADJOURNMENT

K. Stephenson adjourned the meeting at approximately 1500 hours.

Original Copy Signed by:

Marilyn Charlton, Chairperson

Marga Cugnet, President and CEO

R:administration/committees/rha/minutes/Jan. 30-13