

SUN COUNTRY REGIONAL HEALTH AUTHORITY

MINUTES **February 25, 2015**

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

PRESENT

Marilyn Charlton	RHA Chairperson
Lori Carr	RHA Vice Chairperson
Karen Stephenson	RHA Member
Robert Brickley	RHA Member
Audrey Trombley	RHA Member
Derrell Rodine	RHA Member

STAFF

Marga Cugnet	President and CEO
Janice Giroux	VP – Community Health
John Knoch	VP – Corporate and Finance
Murray Goeres	VP – Health Facilities
Joanne Helmer	Communications Co-ordinator
Chris Cecchini	VP – Human Resources
Kimberly Borth	Recording Secretary

REGRETS

Gary St. Onge	RHA Member
Dr. Dimitri Louvish	VP – Medical
Chris McKee	Kaizen Promotion Office

1.0 CALL TO ORDER AND ADOPTION OF AGENDA

M. Charlton called the meeting to order at approximately 1331 hours.

Moved by L. Carr/K. Stephanson

Carried.

That the Sun Country Regional Health Authority adopts the Regional Health Authority agenda for February 25, 2015 as presented.

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 at 1332 hours for the RHA members and public that were in attendance and provided a report out on the 2014-2015 project plans for Timely Access to a Health Care Team, Stop the Harm (Stop the Line), Stop Staff Injuries, and Developing Leaders, Removing Barriers. The Wall Walk was completed at 1355 hours.

4.0 ADOPTION OF MINUTES

4.1 Regular RHA Minutes – January 28, 2015

A copy of the January 28, 2015 Regular RHA minutes was circulated to all members.

Moved by L. Carr/K. Stephenson

Carried.

That the Sun Country Regional Health Authority adopts the Regular RHA minutes of January 28, 2015 as presented.

4.2 Finance & Audit Committee – December 1, 2014

A copy of the December 1, 2014 Finance & Audit Committee minutes was circulated to all members. No errors or omissions were reported.

Moved by L. Carr/K. Stephenson

Carried.

That the Sun Country Regional Health Authority adopts the Finance & Audit Committee minutes of December 1, 2014 as presented.

4.3 Finance & Audit Committee – February 18, 2015

A copy of the February 18, 2015 Finance & Audit Committee minutes was circulated to all members. A. Trombley's name was misspelled on one of the motions.

Moved by D. Rodine/L. Carr

Carried.

That the Sun Country Regional Health Authority adopts the Finance & Audit Committee minutes of February 18, 2015 as presented with correction.

5.0 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes of January 28, 2015.

6.0 REPORT OF THE CHAIRPERSON

M. Charlton reported that the Board attended the Finance & Audit meeting with the Provincial Auditor and VIRTUS group to go through process of the audit procedure. They are up to date on the financial position.

7.0 **PRESIDENT AND CEO REPORT DISCUSSION**

M. Cugnet provided further information on the following updates that were included in the President and CEO Report of February 25, 2015 and circulated to all RHA members. She provided further information on the Timely Access to a Health Care team with CTAS (Canadian Acuity Assessment Scale) 4 increased 10% but had a decrease in CTAS 5 of 31%.

The Stop the Line group met with the Physician Advisory Committee in January to get the physicians more engaged in the work..

There has been a lot of effort being done in the Occupational Health department to focus on how to avoid injuries for the Injury Reduction Hoshin. There was a good catch when the OH&S staff noticed some managers have not ever taken TLR. All managers now must participate in the appropriate level of training.

Most of the remediation work is done at Kipling. The ribbon cutting will be on March 6th for the Radville Marian Health Centre and March 13th for the Kipling Integrated Health Centre.

M. Goeres is working diligently on getting the equipment ordered for the cataract surgical program. The goal is to start booking late spring or early summer.

L. Bouvier, the Falls Coordinator, has developed a walking challenge to encourage residents to walk each day. The challenge consists of facility residents choosing a destination (such as Hawaii) to count steps to so when the facility has reached the end of the challenge there will be a corresponding celebration.

8.0 **FINANCIAL CONDITIONS**

8.1 **Internal Board Report – January 2015**

The Internal Board report for January 2015 was circulated to all members.

J. Knoch reported the operating statement ending January 31 shows a surplus, which has been reduced since December 31, 2014 as a result of higher than budgeted sick time usage and outbreaks. There are slightly higher maintenance and repairs cost also. All departments continue to exercise restraint.

8.2 **2014 – 2015 Audit Involvement**

Moved by A. Trombley/L. Carr

Carried.

That the Sun Country Regional Health Authority approves the Virtus Group Chartered Accountant and Business Advisors LLP terms of engagement to audit the financial statements of the Sun Country

Regional Health Authority for the year ending March 31, 2015 and authorizes M. Charlton, Chairperson, Finance and Audit committee to sign the engagement letter.

Moved by K. Stephenson/L. Carr

Carried.

That the Sun Country Regional Health Authority confirms that they have read and understand the Audit Involvement Memorandum proposed by the Provincial Auditor Saskatchewan for the year ending March 31, 2015 and authorizes M. Charlton, Chairperson, Finance and Audit Committee to sign the letter of January 7, 2015.

9.0 **BOARD BUSINESS**

9.1 **Long Term Care Facilities Construction Projects Update**

J. Knoch reported on the construction projects.

Radville Marian Health Centre Project – Demolition plans continue to progress for the old facility. With the stage of testing at this time, it may be necessary to increase the budget, which may be brought forward to the Board at a future meeting.

Redvers Health Centre Project – The final total amount of the project is over the budget. It was not as high as projected, with a short fall of only \$95,000.

Kipling Integrated Health Centre Project – The project ended on schedule. There is a contingency surplus, but the project is not concluded at this time; some deficiencies are outstanding. There is confidence that the project will finally end in a surplus.

There was a reminder of the grand openings in Radville on March 6th and Kipling Integrated Health Centre on March 13th, both at 11 a.m. There will be invitation in the paper for the general public.

9.2 **Practitioner Staff Appointments/Reappointment and Privileges**

M. Cugnet reported of recommendations for approval for temporary appointments of 2 SIPPA candidates being assessed in the region for other regions: Dr Kavita Choudhary from February 17 – May 15, 2015 and Dr. Olanrewaju Medu from February 2 – May 8, 2015.

Moved by L. Carr/A. Trombley

Carried.

That the Sun Country Regional Health Authority members approve the temporary appointments for the two SIPPA Candidates as recommended by the Sun Country Health Region.

9.3 **LEAN**

M. Cugnet reported for C. McKee on the planning that is happening for the 2 RPIWs (Rapid Process Improvement Workshops) that will take place March 23 – 27 in Estevan.

One of the RPIW is discussing the process of discharge from acute care to LTC with J. Giroux as the sponsor. This is currently staff driven, as staff are reluctant to discharge the client if they are designated as alternate level of care, which by policy the client needs to be charged for the bed. Saskatoon Health Region has a lot of work that is being done on this currently on how to more effectively have a smoother transition from Acute to Long Term Care or the community.

The second RPIW is on the admission process to Long Term Care. The admission process can be very stressful on the resident and family and can leave little time for transition. This is also on a safety concern for the resident. G. Hoffart is the sponsor and C. Stephany is the Process Owner.

There was two RPIW that happened in Weyburn February 9-13. RPIW #5 was at the Lab in the Weyburn General Hospital. Staff were working in a very cramped and cluttered area with a lot of interruptions and duplication work. There were several improvements made by moving some of the equipment to create less movement to the staff and a more organized space. Some duplication work was eliminated.

RPIW #6 was on the WCB submission process. There were issues with claims not being filled out correctly or that were sent in late which would slow the process down for the client. After the improvement, claims are now being entered electronically. Injuries on claims are being received electronically and the data collection will help assist the disability coordinator when they are discussing with the managers.

M. Charlton noted that there has been a lot of positive changes and is anxious to see the work that will be done in the Long Term Care portion of the RPIWs.

10.0 BOARD EDUCATION

10.1 Influenza, Measles, Ebola...Where is Sun Country At?

J. Giroux and C. Cecchini presented to the Board on the current state of the Mask or No Mask policy for influenza this season. There is currently 88.8% of staff that have their influenza immunization, which is also higher than previous years. Most staff are compliant and are wearing their masks if needed and name tags. Once reminded of the policy, they put on a mask if not immunized.

C. Cecchini reported that the immunizations is not doing as well. There are around 400 staff that are completed and over 600 in progress. This was started over a year and a half ago and is also now being offered at orientation. The goal is to be close to 100% done by the end of this year.

C. Cecchini also reported that over 50% of staff has been FIT tested. FIT testing consists of masks being fitted for each individual to help protect in case of an outbreak or other OH&S situation when a N-95 mask is required.

J. Giroux reported on the influenza immunizations to the public as it changed for 2015. There was help from MDs, NPs, hospitals, and Home Care that gave 762 influenza immunization shots. Public Health appreciated working with the team of professionals. The public health nurses provided 15,098 immunizations with a total of 15,860 persons immunized in the health region by January 31, 2015. The public health nurses and the team are commended for the great success in the campaign.

There were 1546 lab confirmed cases of the influenza in the province. The current influenza vaccine is only partially effective, especially in the elderly, which explains the number of Long Term Care outbreaks. The Influenza vaccine was less effective this year as the H3N2 circulating strain changed from the vaccine strain. There were many outbreaks but the outbreaks were shorter duration. There is also belief that there were more outbreaks reported as the region is getting better and more diligent on reporting to infection control, and reporting sooner.

J. Giroux noted that there was a lot of media regarding the measles cases. There was 1 confirmed case of measles in Sun Country Health Region last year, but there have been no cases yet this year. Immunization rates remain very positive.

An Ebola Leadership organization chart describes the roles and responsibilities of each department in relation to Ebola Preparedness. There is a simulated mock Ebola Preparedness event Friday February 27 at the Weyburn General Hospital. There was coordination of training for the donning and doffing of equipment in the late fall. There have been approximately 45 – 50 staff and 6 physicians that have been trained. When the training is complete the goal is to have at least 60 staff trained. The frequency of the meetings have been reduced as the risk of Ebola coming to Canada has decreased and the plan's progress is more advanced.

J. Knoch noted that the substantial amount of supplies was ordered in case a suspect Ebola case comes forward.

11.0 CORRESPONDENCE

There was no correspondence.

12.0 NEXT MEETING

The next regular RHA meeting is scheduled for Wednesday, March 25, 2015 at 1:30 p.m., Auditorium 1, St. Joseph's Hospital, Estevan, Sk.

12.0 ADJOURNMENT

K. Stephanson adjourned the meeting at approximately 1455 hours.

Marilyn Charlton, Chairperson

Marga Cugnet, President and CEO