

# SUN COUNTRY REGIONAL HEALTH AUTHORITY

## **MINUTES** **March 25, 2015**

The Regular RHA meeting was held in Auditorium II, St. Joseph's Hospital, Estevan, 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
Gary St. Onge	RHA Member

### **STAFF**

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

### **REGRETS**

Dr. Dimitri Louvish	VP - Medical
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## **1.0 CALL TO ORDER AND ADOPTION OF AGENDA**

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

**Moved by L. Carr/A. Tremblay**

**Carried.**

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

## **2.0 CONFLICT OF INTEREST**

No conflict of interest was 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 approximately 1345 hours.

#### **4.0 ADOPTION OF MINUTES**

##### **4.1 Regular RHA Minutes – February 25, 2015**

A copy of the February 25, 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 February 25, 2015 as presented.

#### **5.0 BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes of February 25, 2015.

#### **6.0 REPORT OF THE CHAIRPERSON**

M. Charlton reported she had the opportunity to attend the grand openings for the Radville Marian Health Centre on March 6<sup>th</sup> and for the Kipling Integrated Health Centre on March 13<sup>th</sup>. M. Charlton took part in the Pre-Budget teleconference on March 18<sup>th</sup> when the Deputy Minister went through an overview of 2015/16 budget. We are pleased to be given funding for planning for the new hospital in Weyburn. Other 2014/15 capital funding for specific projects was given to Sun Country Health Region. Management will distribute as projects are finalized and costing confirmed.

#### **7.0 PRESIDENT AND CEO REPORT**

Danielle Benjamin, the new Community Health Services Manager in Carlyle for Moose Mountain Lodge, started work on March 10<sup>th</sup>. The Redvers Health Centre Nurse Manager, Naomi Hjertaas will be resigning her position but has agreed to stay on until a replacement is found.

There has been discussion with the Redvers Foundation with the agreement to use the Acute Care beds as multipurpose beds until the adequate amount of RN positions are filled in order to re-open the Acute Care services.

An Ophthalmologist from Regina is working with M. Goeres to continue to develop the Cataract Program. We are just finalizing budget estimates for operational costs.

Emergency Medical Services has a lot of initiatives going on with the smaller rural sites. In Radville there are 4-5 candidates that are interested to take the Emergency Medical Responder program. There is hope to have an educator go right to Radville to reduce travel for the candidates.

The Regional Director of Rehab and one of our Physiotherapists are very interested in injury reduction for the staff. They will be working on the new Hoshin team for “Stop Staff Injuries” for 2015-16.

The Lymphedema program in Therapies is being well received by patients. There are 2 regular pumps, one in Estevan and one in Weyburn with the addition of a bariatric pump when required.

The number of falls with injury continue to reduce across the region. This quarter they are looking at a destination challenge at each LTC site. A student nurse was able to work with L. Bouvier, the Falls Coordinator, and did a presentation on the appropriateness of using bed rails in Long Term Care.

The Assiniboia/Coronach Primary Health Care team are working at better serving the community in that area. The Nurse Practitioner from the Rural West Primary Health team in Bengough will be going to Coronach one day a week to work with the physicians that come down from Assiniboia.

Sun Country will not have to sponsor any SIPPA candidates attending the May session as all of our physician positions are currently filled in the region. We continue to work closely with our current SIPPA physicians that have a contract that will expire in the near future. Our desire is to retain all those physicians in their current sites.

There are challenges to recruit Registered Nurses in smaller communities such as Redvers and Lampman. Bursaries will continue to be offered, but there will be a focus to those candidates interested in working in our very rural communities.

Over 90% of our staff received the Flu Immunization for 2014/15. On April 3<sup>rd</sup>, the flu season will officially end, which means those who chose to wear a mask will no longer need to.

Kaizen Basics training have been received by over 90% of our SCHR staff during the past few years. We have also exceeded the provincial target of 50% of LTC staff taking Kaizen Basics training.

Mental Health and Addictions continues to work on reducing wait times. The benchmarks for 2015-16 have increased which means the outpatient program must achieve the target of at least 85% of our clients being seen within the designated time frames. Staff continue to look at those benchmarks and are achieving those targets at this time.

The annual SCHR Quality Symposium will be held on May 28<sup>th</sup> in Estevan with the theme “Making Connections”. Dan Florizone, the CEO of Saskatoon, is a keynote speaker for the symposium.

Work continues for the planning of managing a patient with suspect Ebola. There was a tabletop exercise at the Weyburn General Hospital with a few learnings that will result in changes that will be made to the plan.

Work is being done to further update the fire procedures and plans in the new facilities in Kipling and Radville.

Physicians from Moosomin will be unable to continue to provide services to Wawota. A Nurse Practitioner has been reassigned to attend to the long term care residents for half a day on Fridays and perhaps can do half a day for patient appointments. There are discussions with two different physician groups to consider coming and provide services to the community of Wawota. We recognize the dedicated services provided by the Moosomin physician group for over 16 years to this area.

The budget was received on March 18<sup>th</sup>. Leadership is in early stages of the analysis of the budget. The plan is to give an overview of changes in April and get final approval of the Board at the May meeting.

## **8.0 FINANCIAL CONDITIONS**

### **8.1 Internal Board Report – February 2015**

J. Knoch reported that Sun Country is currently operating in a surplus. There are some areas that have exceeded what was budgeted but we are in a favourable position on the revenue side. The recoveries are what were expected this year and it is anticipated that they will be balanced by the end of March.

## **9.0 BOARD BUSINESS**

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

J. Knoch reported that for the project in Kipling, there is some landscaping that is outstanding. This will be completed in the spring; otherwise the project is complete. For the project in Radville, there are still a couple of outstanding change orders that should be done in the spring. These include the loading dock, asphalt paving, and grading that needs to be completed. J. Knoch noted that there will be some transactions that will be spent in 2015 from these projects but it will not be a significant amount.

### **9.2 LEAN**

M. Cugnet invited the Board to view the current Rapid Process Improvement Workshop (RPIW) process that was currently happening at the St. Joseph's Hospital. The RPIW was to improve the admission process for LTC clients. The Board had opportunity to observe documents created, idea streets, as well as ask questions of the team, including the PFCC advisor who was one of the participants.

### **9.3 Trust Funds**

#### **9.3.1 Mainprize Manor & Health Centre Trust**

There were five letters of authorization presented for the Mainprize Manor and Health Centre Trust to transfer a total amount of \$119,220.83 from the Trust Account to the Estevan Credit Union for the purchases that were made for the community and Mainprize Manor and Health Centre.

That the Sun Country Health Authority approve the transfer of funds from the Mainprize Health Centre Trust account to the Estevan Credit Union in the total amount of \$119,220.83.

#### **9.4 Regional Ethics Committee Annual Report**

The Annual Report was distributed noting there is also an appendix of the work the St. Joseph's Ethics committee has done. This is an overview of what the Regional Ethics Committee has done over the past year. There will be education sessions coming up on educating the staff on "My Voice" and decisions regarding end of care.

#### **9.5 Patient Safety, Risk Management & Quality Improvement – Quarterly Report**

The Quality Report was distributed to the Board members. M. Cugnet noted that the number of falls incidents reported is now higher than the number of medication errors. This shows that the improvement work is producing positive results with less medication errors. There were 63 incidents of abusive or aggressive behaviour but as the staff are being trained in the Gentle Persuasion Approach (GPA) this should reduce these adverse events. There was discussion on the reporting of falls and falls with injury.

### **10.0 BOARD EDUCATION**

#### **10.1 Food & Nutrition Services**

S. Miller-Hertes joined to present to the Board an overview of Food and Nutrition services in Sun Country Health Region. There are 16 dietary sites with 183 staff, 2 managers, and 1 director that manage the Food and Nutrition services of the region. There was an explanation how the menus are selected and how the cycle rotation works. Samples of Acute care, LTC, and Meals on Wheels surveys were distributed for the Board to see how services were assessed to better serve residents. Samples of the food storage area audit and food service worker audit were also distributed to improve commitment to safety for staff and residents. Cooks are in short supply as they need the Journeyman Cook certificate. The food service worker requires the FoodSafe course. There was explanations given on a cook being sent to another facility if there is no replacement available locally, to ensure meals are provided.

#### **11.0 CORRESPONDENCE**

No correspondence was received.

#### **12.0 NEXT MEETING**

The next regular RHA meeting is scheduled for Wednesday, May 27, 2015 at 1:30 p.m., Conference Room I, Tatagwa View, Weyburn, Sk.

**13.0 ADJOURNMENT**

A. Tremblay adjourned the meeting at approximately 1510 hours.

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Marilyn Charlton, Chairperson

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Marga Cugnet, President and CEO