

SUN COUNTRY REGIONAL HEALTH AUTHORITY

MINUTES December 1, 2015

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

PRESENT

Marilyn Charlton	RHA Chairperson
Marilynn Garnier	Vice Chair
Karen Stephenson	RHA Member
Derrell Rodine	RHA Member
Gary St. Onge	RHA Member
Robert Brickley	RHA Member
Brian Romaniuk	RHA Member
Leigh Rosengren	RHA Member
Murray Setrum	RHA Member

STAFF

Marga Cugnet	President and CEO
John Knoch	VP – Corporate and Finance
Janice Giroux	VP – Community Health
Dr. Dimitri Louvish	VP - Medical
Joanne Helmer	Communications Coordinator
Lesley Chapman	Recording Secretary

REGRETS

Murray Goeres	VP Health Facilities
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1.0 CALL TO ORDER AND ADOPTION OF AGENDA

M. Charlton called the meeting to order at approximately 13:35 hours.

46/15

Moved by M. Garnier/D. Rodine

Carried.

That the Sun Country Regional Health Authority adopts the Regional Health Authority agenda for December 1, 2015.

2.0 PRESENTATION OF LEAN LEADER CERTIFICATES

Members of the KPO (Kaizen Promotion Office) dropped by at the beginning of the meeting. A presentation of LEAN Leader Certificates was made to the following individuals to signify their successful completion of training in this area.

Michelle Gilchrist, LEAD Specialist, Kaizen Promotion Office
John Knoch – VP, Corporate and Finance
Candace Kopec, Chronic Disease Management, Primary Health Care

3.0 CONFLICT OF INTEREST

No conflicts were reported

4.0 SCHR WALL WALK – STRATEGY DEPLOYMENT

The CEO and Leadership Team members conducted a Wall Walk at 13:45 hours and provided a report out on the 2015/2016 Strategic Plan. Among the topics discussed were Stop-the-Line, Hand Hygiene and High Touch areas, and Appropriate Use of IV and Oral antibiotics. With respect to Hand Hygiene, staff training is still taking place for those remaining staff who have not completed the requirements.

5.0 ADOPTION OF MINUTES

5.1 Regular RHA Meeting

A copy of the September 30, 2015 Regular RHA minutes was circulated to all members.

47/15

Moved by K. Stephenson/G. St. Onge

Carried

That the Sun Country Regional Health Authority adopts the Regular Regional Health Authority Minutes of 30 September as presented.

6.0 BUSINESS ARISING FROM THE MINUTES

None reported.

7.0 REPORT OF THE CHAIRPERSON

On November 4, 2015, the Board Chair and the CEO met with Don Kindopp, Chair, and Greg Hoffort, Executive Director, of St. Joseph's Hospital in Estevan, SK, who presented their 2015/16 budget. On November 16, 2015, the Board Chair attended the first SCHR Board Orientation session for new Board Members who were appointed in October 2015. On November 19, 2015, the Board Chair attended the Finance and Audit Committee meeting, and that evening also attended the Community Network meeting in Weyburn.

8.0 PRESIDENT AND CEO REPORT

Highlights included:

- As a Region, we are doing quite well with respect to quality indicators in Long Term Care; however, there is still room for improvement regarding the prescribing and administering of antipsychotics for Long Term Care facility residents. Improvement in this area will be facilitated by more consultation with retail pharmacists, and information provided from families of long term care residents during bi-annual Resident Conferences.
- Regarding the Long Term Care Placement List, after assessment, most potential residents are offered a bed in a Long Term Care facility within two weeks, although the facility may not always be their preferred site.
- With respect to the Surgical Wait List, the SCHR is maintaining the objective of offering clients surgery within 90 days.
- The Region is still experiencing challenges in finding Cooks in rural areas, as well as maintaining full staff in Emergency Medical Services in Weyburn and Estevan, as well as rural sites.
- Overtime hours are down but absentee days are increasing.

- In Therapies, our Occupational Therapists and Physical Therapists remain very busy.
- In Primary Health Care, there has been improvement in the expediency of obtaining an appointment. The next available appointment wait is decreasing.
- In terms of Corporate Services, we have finished the Laundry transition. The process of dismantling and moving the Laundry equipment from Tatagwa View to the purchaser has gone quite smoothly.
- The project to install a fire sprinkler system in Sunset Haven is 50% complete.
- The upgrade of the budget and finance system is almost complete.
- Our update in some of the LEAN work:
 - Two RPIWs were completed in October 2015 and one is currently underway, looking at the scheduling of staff.
- LEAN continues with 5S work being undertaken in various departments throughout the Region.

9.0 FINANCIAL CONDITIONS

9.1 SCRHA Board Financial Income Statement (7111030) to October 31, 2015

We continue to operate within the budget. A portion of the surplus is due to the fact that we didn't have a full complement of Board Members. We are forecasting a favourable variance to the close of the year.

9.2 SCRHA Statement of Operations to 31 October, 2015

The statement reflects operations to October 31st 2015. We are trending somewhat ahead of revenue due to a rebate we received from the Worker's Compensation Board. We also received funding at the close of October for HSAS (Health Sciences Association Saskatchewan) and some of the Physician contracts, which wouldn't

have been paid out until the beginning of November 2015. In terms of Maintenance/Repairs, we have had to deal with a few unexpected projects.

10.0 BOARD BUSINESS

10.1 Radville Marian Health Centre (RMHC) Demolition update

It was announced that the project has been completed. The only outstanding task is a debriefing of the project that we will have with Ministry of Health and the Project team and RMHC board. Overall the project was on schedule and we were able to complete the project close to budget.

10.2 Weyburn General Hospital (WGH) Capital Planning

It was discussed that a meeting had been held at the beginning of November with the Capital Steering Committee and members of the Ministry of Health. The Ministry of Health received the business case, are studying it, and will soon respond to us with their feedback.

10.3 Patient Safety and Risk Management Dashboard – Quarter 2

A copy of the dashboard was submitted to the SCRHA Board.

Highlights of the Dashboard included:

- On Medication Reconciliation at discharge, we are currently at 94% and our goal is 95%. This process must be done when individuals are admitted, transferred, or discharged from health care facilities.
- The Surgical Infection rate for hysterectomies was zero.
- Tracking is being undertaken regarding the percentage of patients who are receiving an antibiotic at the appropriate time prior to surgery. The current percentage indicates that this is occurring 50% of the time.
- MRSA infection rates in acute and long term care facilities are encouraging with infections occurring only 1.2 patient days per thousand. Diligent hand hygiene and cleaning of high touch areas should positively reduce these hospital acquired infections (HAI's).
- In terms of the number of concerns being resolved within 30 days, we are currently at 85%.

- Regarding Patient Safety indicators, Falls is our most frequent adverse event. Work is being done with the Falls Prevention Program to improve results.
- Two Critical incidents were reported over last quarter, both reviewed and resulting recommendations.
- There were no issue alerts in this last quarter.

10.4 Practitioner Staff Appointment List

The VP Medical provided a summary of the list of Practitioner Appointees, including those seeking a change in privileges, or additional privileges, as recommended by the Practitioner Advisory Committee.

48/15

Moved by L. Rosengren/B. Romaniuk

Carried

That the Sun Country Regional Health Authority approves the Practitioner Staff Appointment List of 1 December 2015 as presented.

10.5 Community Health Leadership Network Meetings – summary of Weyburn event and discussion re: new date for Kenosee Lake.

A discussion was held regarding the 19 November 2015 Weyburn Community Network event. Some people who attended for the first time commented that the meeting was well worth attending. The presenters and presentations were very well done. Board members were asked if they wished to reschedule the Kenosee Lake meeting now or if they wanted to add the meeting to the Spring Community Network sessions. It was agreed that we would put some dates together for early January 2016, with 5, 6, and 7 January 2016 mentioned as specific options. It was also agreed that the same staff would do the same presentations as were done at the 19 November 2016 meeting in Weyburn. It was mentioned that there is usually a good turnout for Community Network meetings at Kenosee Lake.

10.6 OPEN VISITORS/FAMILY PRESENCE POLICY DRAFT DOCUMENT

It was discussed that the policy we are going to be implementing after 1 December 2015 is that there are no restrictions on when families etc. can come to visit patients or residents. The need to explain the purpose of policy to staff was also discussed. A brief discussion was also held regarding a balance between family and staff/other resident considerations. It was mentioned that all Health Regions are going to be adopting an Open Visitor Policy.

10.6 (a) Article: “*Should Canadian Hospitals Have 24-Hour Visiting Policies?*”

Board Members were provided with the article that supports an Open Presence Policy.

10.6 (b) “*Because I Was Always There*”.

Board Members were provided with this article as well.

10.7 2015 CEO Long-Term Care Tour Summary

Overall the feedback from the Region was very positive from both Long Term Care facility residents and family members. The consensus was that most were pleased with the nursing care and feel connected to the staff. WSCH had very positive feedback from residents. A discussion was held regarding providing more Physiotherapy and Occupational Therapy to residents. The Summary included positive comments re: activities being provided for residents on the weekends. It was mentioned that after the last tour, the Region put in a request for more funds to enable weekend activities to take place. We received funding through the Urgent Action Fund from MoH.

11.0 BOARD EDUCATION

11.1 Board Orientation – Laboratory Services – PowerPoint

A summary of the Laboratory Services in the SCHR was provided.

Highlights included:

- We have 15 accredited laboratories in the Region.
- St Joseph's lab in Estevan was the most recent to receive accreditation.
- In terms of Laboratory Staffing in the Region, there are over 60 lab staff and 18 Medical Laboratory Technicians, 29 Combined Lab/XRAY Technicians, 12 Medical Assistants and 3 Laboratory Services Workers.
- Our operating budget for Laboratory Services is \$5.4 million.
- Chemistry and Microbiology are provided at Weyburn General Hospital and St. Joseph's Hospital in Estevan.
- There are challenges in recruiting and retaining staff. Other challenges involve a limited budget for new equipment, and maintaining the equipment we have.

11.2 Board Orientation – Medical Imaging – PowerPoint

A summary of Medical Imaging Services provided in the SCHR was provided

Highlights included:

- Xrays and Ultrasound services are provided in both Weyburn and Estevan.
- There are 12 sites in the Region that provide imaging services.
- We have 35 employees, 7 of whom are Medical Radiation Technicians, 25 combined Lab/XRAY Technicians and 3 Clerical staff.
- The SCHR registers over 22,000 individuals annually for imaging tests.
- We perform over 2700 x-rays and 2200 ultrasounds per annum.
- Challenges include the recruitment and retention of staff as well as aging equipment and old technology.
- In December 2015, Kipling and Radville will be added to the provincial RIS/PACs network.
- We anticipate to offer CT services in Estevan in January 2016.

12.0 CORRESPONDENCE

There were no items under correspondence.

13.0 NEXT BOARD MEETING

January 27, 2016

Committee of the Whole 10 a.m. in Conference room 1

RHA Board Meeting 1:30 p.m. in Conference Room 1.

14.0 ADJOURNMENT

The meeting was adjourned at approximately 15:05 hours.

Marilyn Charlton, Chairperson

Marga Cugnet, President and CEO