



Heartland Regional Health Authority Meeting – Minutes Rosetown - # 301 Centennial Drive – Boardroom #2 March 30, 2016

Authority Members Present:

Mark Stockford	Lorreen Ilott (FaceTime)
Gary Groves (Skype)	Bernadette Heintz
Lyle Rankin	Carey Baker
Geoff Legge	Loretta Goring

Others in Attendance:

Christa Garrett, Coordinator of Executive & Medical Affairs
Greg Cummings, President/CEO
Dr. Lyle Williams, SMO (Skype)
Jeannie Munro, VP of Primary Health & Quality Services

Regrets:

Norm McIntyre

1. CALL TO ORDER

- The meeting was called to order at **9:06am** by Richard Anderson.

1.1 FIRE & SAFETY INSTRUCTIONS

- Shared by Richard Anderson.

1.2 DECLARATION OF CONFLICT OF INTEREST

- No conflicts were declared.

1.3 REVIEW PREVIOUS MEETING EVALUATION RESULTS

- Authority members reviewed the summary of the self-evaluation from the February 24, 2016 Authority meeting.
- Thank you to Norm for chairing meeting.

1.4 PATIENT VOICE

- Vivian Magnusson provided her families experience through the health system. Vivian is from the community of Rosetown is actively involved in the regional Client Family Centered Care Committee. She attended the seminar in Saskatoon a few years ago regarding the client family centered care seminar which she found to be very interesting.

1.5 WALL WALK

- Jeannie Munro, VP of Primary Health & Quality Services and Greg Cummings, CEO provided a thorough walk through of the Wall Walk of March 22, 2016.

2. ADOPTION OF AGENDA

- The agenda for March 30, 2016 was circulated and reviewed.

MOTION 2016/023 Mark Stockford Lyle Rankin	THAT the Agenda for the March 30, 2016 meeting be adopted as presented.
	CARRIED

3. APPROVAL OF MINUTES

3.1 APPROVAL OF MINUTES

- The Board reviewed the minutes from February 24, 2016.

MOTION 2016/024 Lyle Rankin Geoff Legge	THAT the Minutes for the February 24, 2016 meeting be adopted as presented.
	CARRIED

4. BUSINESS ARISING FROM THE MINUTES

5. IN CAMERA

In Camera at 11:14am

MOTION 2016/025 Laura Goring Lorreen Illott	THAT the Authority go in camera.
	CARRIED

Out of Camera at 12:19pm

6. FINANCIAL STATEMENTS/BUDGET

6.1 UPDATE

- The region is in good financial position with a current surplus of \$1.13M and a projection of \$500K at year end.
- Unanticipated revenues that helped with bottom line – WCB Distribution payment, and patient fees over budget. The Region also had lower expenses due to a vacation from dental contributions for 4 mos. and significant Community Services and regional administration vacancies.
- Large Variances in labour relations and legal expenses \$106K over budget. Overage in food costs \$100K, medical and surgical supplies \$103K and drugs \$139K. Facility Salaries over budget mainly due to OT & ST and workload pressures.

MOTION 2016/026 Lyle Rankin Gary Groves	THAT the Authority approves the financial statements for February 29, 2016 as presented.
	CARRIED

7. NEW BUSINESS

7.1 SAFETY MANAGEMENT SYSTEM – SANDRA CRIPPS

- Sandra Cripps, CEO SASWH provided a presentation on the Safety Management System. Her presentation emphasized the important role in ensuring that culture of quality and safety is embedded throughout the organization and that drives the pursuit to higher levels of performance. SASWH is committed to improving the health of individuals; families and communities; providing clients with the best possible care and experience; excelling at processes to achieve operational and service excellence; creating healthy workplaces and environments that support safety for all and quality client care; having staff who are engaged in creating and working in a caring environment that provides exceptional service; and managing health care resources to ensure future provision of appropriate services. Her presentation also included information on the culture of safety. Safety culture is “the way we do things around here”. The visible characteristics of the safety culture include the management systems and controls, the patterns of behavior of leaders and employees and the physical state of the working conditions and equipment. The invisible characteristics of the safety culture include people’s beliefs about safety (particularly their assumptions about vulnerability) as well as the principles that they use to make decisions and guide their actions.
- Copy of presentation provided.

8. REPORTS

8.1 SMO REPORT – DR. LYLE WILLIAMS

<p>MOTION 2016/027 Mark Stockford Geoff Legge</p>	<p>THAT the Authority approves privileges as recommended by the Practitioner Advisory Committee (PAC) for Dr. A. Dunhin under the Visiting staffing category.</p>	<p>CARRIED</p>
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8.2 BOARD CHAIR – RICHARD ANDERSON

- No Update.

8.3 CEO REPORT – GREG CUMMINGS

- The Stanford “Live Well with Chronic Conditions™” program (LWCC) is being re-established in Heartland Health Region. From February 11 – March 17, 2016 a cohort of twelve clients from Rosetown participated in the six modules that make-up the program content. Each module is facilitated by two trained leaders, a combination of a non-clinical health care provider and a volunteer with at least one chronic condition.
- There are 89 lab confirmed influenza cases that the Public Health Nurses have done follow up on so far. The Influenza A and B cases are spread out across the region. Of the cases we have been able to close the investigation – 13 were immunized this year, 48 were not immunized and 2 were unknown.
- The Infection Control Practitioner visited the Rosetown Acute site on several occasions, assisting with minor renovations to the service room. The old tub room and a small closet have been renovated to become clean storage areas, and work will soon begin on the old service room, to become a soiled utility room.
- The Community Paramedicine program is currently seeing 25 clients between the communities of Outlook, Davidson and Eston. We are expanding programming to

Biggar, Unity, Rosetown and Kerrobert soon. EMS is collaborating with Home Care and Primary Health Care services for the program.

- The first steering committee meeting was held on March 17th, 2016. There are sixteen reps in total including eight client/family reps and eight staff including one physician. It is a very diverse group from all areas of the region. The first meeting included an orientation to Client and Family Centred Care and the region. The next meeting will be held on June 1st. The Open family Presence policy is being rolled out in the region over the next few weeks and more public communications will follow after the election. Training for the care team will happen in the next few weeks.
- Heartland Health Region has completed the implementation of the Lab Informatics System in all seven acute care sites. The transition of Kyle, Elrose, Beechy, Dinsmore, Lucky Lake, and Eatonia to collection sites with LIS “referred in” samples is now also complete and moving forward. This transition will result in all internal testing being completed on the same day with results now available on the LIS, E-viewer and EMR’s with critical values reported directly to the Physician
- The region has been working very diligently at both the Provincial and regional level to prepare for the roll out of Smart Pumps in April 2016.
- Copy of report included in package.

MOTION 2016/028	THAT the Authority approves all Reports as presented.
	CARRIED

9. NEW BUSINESS

9.1 HUMAN RESOURCES REPORT – SHEILA PAJUNEN

- Sheila Pajunen, VP of Human Resources provided an overview of the Memorandum of Agreement between SAHO and SUN.

MOTION 2016/029 Carey Baker Geoff Legge	THAT the Authority vote in favour of the tentative Memorandum of Agreement between SAHO and SUN for the period April 1, 2014 to March 31, 2018.
	CARRIED

9.2 BOARD MONITORING POLICY – RICHARD ANDERSON

GI04-01: AUTHORITY BYLAWS

GP05-03: AUTHORITY MEMBER EDUCATION

AC02-02: MONITORING EXECUTIVE PERFORMANCE

EE03-01: ASSET PROTECTION

EE03-02: AUTHORITY COMMUNICATION GUIDELINES

MOTION 2016/030 Laura Goring Lyle Rankin	THAT the Authority accept Board Monitoring Policies: GI04-01: Authority Bylaws GP05-03: Authority Member Education AC02-02: Monitoring Executive Performance EE03-01: Asset Protection EE03-02: Authority Communication Guidelines
	CARRIED

9.3 QUALITY & SAFETY UPDATE – JEANNIE MUNRO

- Jeannie Munro, VP of Primary Health & Quality Services provided the quarterly Quality and Safety update.
- Copy of update included in the package.

In Camera at 1:51 pm

MOTION 2016/031 Lyle Rankin Bernadette Heintz	THAT the Authority go in camera.
	CARRIED

Out of Camera at 2:51pm

9.4 STRATEGIC PLANNING – JEANNIE MUNRO/ GREG CUMMINGS

10.1 SAFETY TALK

9.1 GET A HANDLE ON STRESS – GREG CUMMINGS

- Stress is unavoidable. It's your natural responses to the challenges and changes of life. You have a choice in hoe you deal with stress, though. You can learn to relax physically and mentally. You can let off steam through physical exercise. You can reduce the causes of stress in your life.
- Healthy ways to deal with stress include: Keep your sense of humor. There is usually something to laugh about no matter how bad things are. Get regular exercise. This will improve your fitness for dealing with all of life's physician and mental challenges. Get enough sleep. You should sleep long enough to wake up feeling refreshed. Eat right to maintain your health. Eat a variety of fruits and vegetables. Talk about your problems. Learn some relaxation techniques. Look on the bright side.

11. LONG TERM CARE

11.1 UPDATE – GREG CUMMINGS

- A formal report will be provided at the April meeting.

8. AGENDA ITEMS FOR NEXT MEETING

- Ruth – LTC Report
- Gov. SMS questions – brief discussion and where seen documentation (15-20 mins)
- Paramedicine (concept, status and opportunities available)

- Privacy Committee Quarterly Update
- Regional Health Status Report (Dr. Torr)

9. MEETING EVALUATION

10. OTHER

MEETING ADJOURNS

- Laura Goring moved to adjourned the meeting at **3:04pm**

Authority Chairperson,
Richard Anderson

President/Chief Executive Officer,
Gregory Cummings

DRAFT