



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

### **Authority Members Present:**

Mark Stockford  
Gary Groves  
Lyle Rankin  
Norm McIntyre

Lorreen Ilott  
Bernadette Heintz  
Carey Baker  
Loretta Goring

### **Others in Attendance:**

Christa Garrett, Coordinator of Executive & Medical Affairs  
Greg Cummings, President/CEO  
Dr. Lyle Williams, SMO  
Stacey Bosch, VP of Corporate Services

### **Regrets:**

Geoff Legge

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### **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 April 28, 2016 Authority meeting.

#### **1.4 PATIENT VOICE**

- Darlene Minogue provided a thorough walk through of the care her husband received during his stay in the Eston facility.

### **2. ADOPTION OF AGENDA**

- The agenda for June 2, 2016 was circulated and reviewed.

<b>MOTION 2016/042</b> Norm McIntyre Mark Stockford	THAT the Agenda for the June 2, 2016 meeting be adopted as presented.	
		CARRIED

**3. APPROVAL OF MINUTES**

3.1 APPROVAL OF MINUTES

- The Board reviewed the minutes from April 28, 2016.

<b>MOTION 2016/043</b> Laura Goring Gary Groves	THAT the Minutes for the April 28, 2016 meeting be adopted as presented.	
		CARRIED

**4. BUSINESS ARISING FROM THE MINUTES**

**5. IN CAMERA**

*In Camera at 09:56am*

<b>MOTION 2016/044</b> Lyle Rankin Laura Goring	THAT the Authority go in camera.	
		CARRIED

*Out of Camera at 12:19pm*

**6. FINANCIAL STATEMENTS/BUDGET**

6.1 UPDATE

- Financial statements were finalized and sent in on May 20<sup>th</sup>. Internal and compliance audits will be completed by June 30<sup>th</sup>. April statements have been closed. Most of the supply budgets are not accurate due to ordering inaccuracies.

**7. FINANCE/AUDIT COMMITTEE**

7.1 UPDATE

- No Update

**8. REPORTS**

8.1 SMO REPORT – DR. LYLE WILLIAMS

- Dr. Elham is expected to start practicing this month in Wilkie.

8.2 BOARD CHAIR – RICHARD ANDERSON

- No Update

8.3 CEO REPORT – GREG CUMMINGS

- Accreditation will be taking place in the region in June 2017. HHR has refreshed its communication plan, including the Client and Family Centered Care (CFCC) Committee and

using social media for communications. The CEO encourages the Board and Senior Leadership to attend the Employee Appreciation events within the region. Members are to contact Christa and the Facility Manager to confirm attendance.

<b>MOTION 2016/045</b> Loreen Ilott Lyle Rankin	THAT the Authority approve the CEO Report as presented.
	CARRIED

**9. NEW BUSINESS**

9.1 TOWN OF EATONIA -

- Representatives from the Town of Eaton and surrounding Rural Municipalities attended the Board meeting to make a presentation regarding the emergency rover service at Eaton. The attendees brought the original petition with all the signatures regarding the emergency rover. The region would be looking at a delivery model that is more sustainable. It was suggested by the representatives that the region attend a public meeting to identify suggestions for a viable service.

9.2 HHR FACILITY NAMES – GREG CUMMINGS

<b>MOTION 2016/046</b> Mark Stockford Lyle Rankin	THAT the Authority reaffirms that all regional health centres will include the community name and district health centre in the official name.
	CARRIED

9.3 BOARD GOVERNING ACTION PLAN – GREG CUMMINGS

- The Board reviewed the Board Governance Action Plan in preparation for Accreditation.

9.4 COMMUNICATION PLAN APPROVAL – LEANNE PAPROSKI

- LeAnne Paproski, Communications Coordinator presented the Communication Plan. Communication has always been a priority for the region. New organizational initiatives and challenges are ahead for HHR and the health system as a whole for 2016-17. Communication will have an integral role to play in these opportunities, as well as continuing to build on ongoing indicatives and requirements. The Heartland Health Region Communication Plan summarizes current communications activities and provides a framework for future initiatives designed to strengthen the program. HHR has worked hard to have a transparent, open, dynamic communications program. HHR believes in an open communications program with consistent timely responses, effective postings internal newsletters, open Board meetings and opportunities for information sharing and feedback from all staff, physicians , families and clients. Some current examples of communication initiatives that have been successful in fostering relationships with our stakeholders are: Twitter, Facebook, Gemba Walks, email, CANS, CFCC Steering Committee Digital screens from the Community Network, etc.
- The Board Chair suggested that the Region use Communities for communication and PR.

<b>MOTION 2016/047</b> Mark Stockford Gary Groves	THAT the Authority approves Heartland’s 2016-17 Communication Plan.
	CARRIED

9.5 BOARD EDUCATION – RICHARD ANDERSON

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**9. SAFETY TALK**

9.1 BE A SMOOTH MOVER – GREG CUMMINGS

- How can you be a smooth mover?
- When appropriately lifting a manageable object, your safe choice is to move in a smooth and controlled movement. When you are a smooth mover your body muscles are contracted and controlled which makes them more accepting of the manageable load that you are going to lift or carry. You are less likely to be injured. Your strong, long thigh muscles are designed to move the weight of your body. These muscles are used for such actions as standing, lifting, running, jumping and climbing the stairs. Your short back muscles are designed to keep your spine in an upright position. Your spine is not designed to lift loads.
- Transfer your weight from one leg to the other to move an object. Avoid bending, straightening or twisting from the waist. Move all objects and materials in a slow and controlled manner. Musculoskeletal injuries typically occur as a result of movement involving acceleration (speeding up) or sudden deceleration (slowing down).
- Avoid reaching and lifting above your shoulders as this raises your centre of gravity and makes your balance less stable. Reaching forward across a bed or table, while bending at the waist, can create a force of up to ten times the actual load - and this is likely to cause you injury. Push a manageable object and use your body weight. Pulling an object can compromise good posture. Do not push one object while pulling another - such as carts or laundry hampers. The safe choice is to make two trips. If you push and pull, you will be twisting your spine and an injury will happen.
- Follow your toes. Keep your feet pointed in the direction you are going. Always move so that your shoulders, hips and feet are facing and moving in the same direction. Twisting your body forces it to face in a different direction than your feet. Bend with your knees and use your strong leg muscles to perform the action - this is a safer choice. Do not attempt to catch a falling load. Even though it may be human nature to want to stop a fall or to catch something before it hits the floor, you are interfering with gravity when the object is in the process of falling. You could very likely be injured either from your rapid movement or by the item that is falling.

**10. LONG TERM CARE**

10.1 UPDATE – RUTH MILLER

- Ruth Miller, Director of Continuing Care provided an update on Long Term Care. Her presentation included information on the LTC Medication Management, Quality Indicators (QIs), Program Guidelines for Special Care Homes, CEO Tours and the Client & Family experience surveys. A copy of the presentation was included in the Board package.

**11. CORRESPONDECE/INFORMATION**

**12. AGENDA ITEMS FOR NEXT MEETING**

- Regional Health Status Report (Dr. Torr)
- Facilitated Planning Meeting – Christa to poll for dates

**13. MEETING EVALUATION**

**14. MEETING ADJOURNMENT**

- Norm McIntyre moved to adjourned the meeting at **2:23pm**.

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Authority Chairperson,  
Richard Anderson

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President/Chief Executive Officer,  
Gregory Cummings

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