



Heartland Regional Health Authority Meeting – Minutes Rosetown - # 301 Centennial Drive – Boardroom #2 January 25, 2017

Authority Members Present:

Mark Stockford	Richard Anderson
Gary Groves (WebEx)	Bernadette Heintz
Lyle Rankin	Carey Baker
Geoff Legge (WebEx)	Loretta Goring
Norm McIntyre	Lorreen Ilott

Others in Attendance:

Stacey Bosch, VP of Corporate Services
Christa Garrett, Coordinator of Executive & Medical Affairs
Gayle Riendeau, Interim CEO
Dr. Lyle Williams, SMO
LeAnne Paproski, Communications Coordinator

Regrets:

1. CALL TO ORDER

- The meeting was called to order at **9:11am** 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 November 29, 2016 Authority meeting.

1.4 PATIENT VOICE – LEANNE PAPROSKI

- Joanne Koslofski and Gabe Bertrand spoke on the Pathway to Wellness in Kindersley. The project started with a supervised walking program at the new track in the Events Centre in Kindersley. This program appeals to all ages. A partnership was formed between Heartland Health Region, the Town of Kindersley and the Pathway to Wellness group. The project started with a supervised walking program at the new track in the Events Centre in Kindersley. This program appeals to all ages. A partnership was formed between Heartland Health Region, the Town of Kindersley and the Pathway to Wellness group. Clients have their general health assessed by a Chronic Disease RN, some baseline health information is gathered and the client can choose programming that suits their needs and capabilities. An existing supervised walking program would expand to offer health programming, chronic disease education sessions and supervised exercise sessions especially designed for clients

with chronic diseases or low mobility. The program is available during the noon hour for those with working schedules. There is a session for all abilities. Next came the idea of a “Wellness Room” that would have specialized equipment for strength training for clients who were dealing with low mobility and or chronic conditions. Our visionaries accessed some donations from the Kindersley area. Another room off the walking track serves as an education room where chronic disease programs and health programming takes place. Some clients are more challenging than others but they welcome everyone.

1.5 BOARD SHARING – ALL

- Laura spoke on the physician shortages in Biggar.
- Mark identified the physician shortage in the community of Kindersley. Kindersley is making way on their Community Advisory Network (CAN) Committee.

2. ADOPTION OF AGENDA

- The agenda for Jan 25, 2017 was circulated and reviewed.

MOTION 2017/001 Mark Stockford Lorreen Ilott	THAT the Agenda for the Jan 25, 2017 meeting be adopted as presented.	
		CARRIED

3. APPROVAL OF MINUTES

3.1 APPROVAL OF MINUTES

- The Board reviewed the minutes from November 29, 2016 meeting.

MOTION 2017/002 Norm McIntyre Lyle Rankin	THAT the Minutes for the November 29, 2016 meeting be adopted as presented.	
		CARRIED

4. BUSINESS ARISING FROM THE MINUTES

5. IN CAMERA

In Camera at 09:35am

MOTION 2017/003 Laura Goring Carey Baker	THAT the Authority go in camera.	
		CARRIED

Out of Camera at 11:26am

6. FINANCIAL STATEMENTS/BUDGET

6.1 UPDATE

- Financial statements closed for December 31, 2016.

7. FINANCE/AUDIT COMMITTEE

7.1 UPDATE

- The Committee met last week on January 18th. Scott Verity and Becky Wills from KPMG provided the Audit Planning Report for the year ending March 31, 2017. The Audit is risk focused. In planning with their Audit KPMG has taken into account key areas of focus for financial reporting.
- Provincial Auditors: Nicole Dressler and Regan Sommerfeld, Deputy Provincial Auditor advised that they will review the financial statements, consolidation financial schedules, liabilities, Board minutes, etc. The Provincial Auditor is planning a review of the RHA process on employee absenteeism. This audit is scheduled to be conducted in the fall of 2017.
- The next meeting has been scheduled for April 27th.

7.2 BOARD MONITORING POLICIES

- Reviewed
- GP05-05 Authority member Job Description: (14) Include that the region has also encouraged communities to form Community Advisory Networks – UPDATED.

<p>MOTION 2017/004 Mark Stockford Lyle Rankin</p>	<p>THAT the Authority accept the recommendation of the Finance and Audit Committee to approve monitoring policies: GP05-05: Authority Job Member Description GP05-06: Authority member Orientation GP05-07: Authority Self Evaluation GP05-08: Chairperson’s Role GP05-09: Community Advisory Networks</p>	
		CARRIED

8. REPORTS

8.1 SMO REPORT – DR. LYLE WILLIAMS

<p>MOTION 2017/005 Laura Goring Lyle Rankin</p>	<p>THAT the Authority approves privileges as recommended by the Practitioner Advisory Committee (PAC) for physicians under the Active staffing category.</p>	
		CARRIED

<p>MOTION 2017/006 Mark Stockford Carey Baker</p>	<p>THAT the Authority approves privileges as recommended by the Practitioner Advisory Committee (PAC) for physicians under the Visiting staffing category.</p>	
		CARRIED

MOTION 2017/007 Lyle Rankin Lorreen Illott	THAT the Authority approves privileges as recommended by the Practitioner Advisory Committee (PAC) for physicians under the Chiropractor staffing category.	
		CARRIED

MOTION 2017/008 Mark Stockford Norm McIntyre	THAT the Authority approves privileges as recommended by the Practitioner Advisory Committee (PAC) for physicians under the Dentist staffing category.	
		CARRIED

MOTION 2017/009 Bernadette Heintz Lyle Rankin	THAT the Authority approves privileges as recommended by the Practitioner Advisory Committee (PAC) for family physicians under the Acting Staffing category for Dr. Stephanie Sobotie.	
		CARRIED

MOTION 2017/010 Norm McIntyre Lorreen Illott	THAT the Authority approves privileges as recommended by the Practitioner Advisory Committee (PAC) for family physicians under the Acting Staffing category for Dr. Ayme Padilla subject to successful licensure.	
		CARRIED

MOTION 2017/011 Bernadette Lyle Rankin	THAT the Authority approves privileges as recommended by the Practitioner Advisory Committee (PAC) for physicians under the MHO staffing category.	
		CARRIED

8.2 BOARD CHAIR – RICHARD ANDERSON

- The next meeting date has been set for March 8, 2017.

MOTION 2017/012	THAT the Authority approve the Chair Report as presented.	
		CARRIED

8.3 CEO REPORT – GAYLE RIENDEAU

- The region received a total of 4 seats out of the 19 available seats for the January SIPPA intake.
- Written report has been provided in the package.

MOTION 2017/013	THAT the Authority approve the CEO Report as presented.	
		CARRIED

9. NEW BUSINESS

9.1 ADVISORY PANEL REPORT & IMPLEMENTATION TEAM FORMATION/PROGRESS – RICHARD ANDERSON

- The Advisory Panel has released its report and the Ministry has accepted the recommendations of the panel. To date the transition team includes Beth Vachon, Suann Laurent, Robbie Peters and Mike Northcott. The committee has committed to providing regular updates. We expect that there will be more engagement as the transition takes place. EHealth will be providing all IT services throughout the province.
- To date the HRHA's role and strategy has been focused on patient centred care. The Authority's role is to carry on as a patient first governance role.

9.2 ANNUAL DECLARATION OF CONFLICT OF INTEREST – RICHARD ANDERSON

- All Authority members are required to complete the Annual Declaration of Conflict of Interest annually. The completed documents are to be sent to Diane Carlson at the Ministry of Health.

9.3 MENTAL HEALTH SERVICES – MARLENE WESTON

- Marlene Weston, Director of Community Health Services provided a presentation of Mental Health Services. Her presentation indicated that HHR has met the provincial Mental Health wait times in regards to scheduling the first appointment. She identified that the problem comes with backlogs of scheduling the second appointment. There currently is work on a mental health electronic record provincially to help register clients into the system. Part of the process is "stepped care" with Step 1 and 2 being less urgent than Step 3 and 4.
- Suicide and suicide ideation is also a major focus with cyber bullying being the major factor in bullying of kids. School violence is becoming more prevalent as a way of kids coping and or dealing with the bullying.
- She spoke about the Fentanyl crisis in Saskatchewan. Naloxone kits being made available. Talking to young children in schools where staff speak to children about addictions, etc.
- TTYL program – sponsored through the region. Work with school divisions to provide programs to young children. 0-5 program available called roots availability where children learn how to treat a baby. Currently being hosted in Plenty and Kindersley. Triple B Parenting – run classes to help assist parents to cope with parent and teach parenting skills.
- Bullying is becoming more and more of an epidemic with children. Interaction with parents and children is important.
- Today is Mental Health day!

10. SAFETY TALK

10.1 LEARN TO THINK SAFE – GAYLE RIENDEAU

LEARN TO THINK S.A.F.E.

S.A.F.E.:

1. See the hazard
2. Assess the hazard
3. Fix the hazard
4. Evaluate the effectiveness of the fix

Taking a few moments to think through your task can save a lifetime of pain and regret.



What's at Stake:

HHR has Standard Operating Procedures for each task you perform at your facility. Before you start work, if you don't remember these procedures, review them. Then use the S.A.F.E. thought process to assess possible hazards and prepare to work safely.

1. **See** the hazards. A hazard is anything that may cause damage, harm or adverse health effects to something or someone under certain conditions.
2. **Assess** the risk from the hazards.
 - "Risk" is a measure of how likely it is that an incident will occur and the expected severity of injuries.
 - HHR has a Risk Assessment Procedure that should be used to assess hazards. It can be found in the **OHS02-01.01 Hazard Identification and Assessment Policy** on Sharepoint.
3. **Fix** the hazard. There's a specific order for controlling hazards, as listed below. Many controls are a combination of two or more control types:
4. **Evaluate** the effectiveness of the fix. If one control did not completely fix the hazard, use another control.



Final Word: After the appropriate control measures have been taken, monitor the situation and ensure that the actions taken are not creating additional risks. If further control measures are needed, inform your supervisor immediately.

11. LONG TERM CARE

11.1 UPDATE – GAYLE RIENDEAU

- HHR's CEO tour report has been submitted to the Ministry of Health.

12. AGENDA ITEMS FOR NEXT MEETING

13. MEETING EVALUATION

- Completed

14. MEETING ADJOURNMENT

- Carey Baker moved to adjourn the meeting at 1:34pm.
- March 8, 2017 at 9:00am - Rosetown Corporate Office
- April 27, 2017 – Finance and Audit Committee will meet prior at 08:30am. The Board meeting will start at 10:00am.

Authority Chairperson,
Richard Anderson

Interim President/CEO,
Gayle Riendeau

DRAFT