



**WRHA BOARD OF DIRECTORS
MEETING MINUTES**

DATE: Tuesday, November 24, 2015
TIME: 8:00 am
PLACE: WRHA Board Room – 4th Floor – 650 Main Street

PRESENT: Board Members

Dr. J. Gray, Chair	Ms. V. Flett
Dr. M. Ballard	Mr. R. Freedman
Maj. J. Biggs	Dr. J. Friesen (left 10:45 am)
Ms. E. Bishop	Mr. S. Greenfield (left 11:00 am)
Ms. S. Carter	Ms. D. Koop
Mr. J. Cook (arrived 8:16 am)	Mr. D. Rondeau
Ms. J. Dawkins	Mr. R. Santos (arrived 8:13 am)
Ms. J. Faulder (arrived 8:15 am/left 11:25)	Mr. C. Stahlke

Management Members

Ms. L. Lamont	Ms. C. Tolton
Mr. G. McLennan	Ms. J. Warkentin
Mr. M. Sussman	Ms. L. Dahl, Recorder

REGRETS: Ms. C. Krahenbil Mr. B. Thompson
Dr. P. Mehta Mr. R. Cloutier

ABSENT:

GUESTS: C. Schneider
J. Edwards

1. Call to Order

The Chair called the meeting to order at 8:02 a.m.

2. Regrets

Regrets were received from C. Krahenbil, P. Mehta, and B. Thompson.

3. Approval of Agenda

RESOLVED that the WRHA Board hereby approves the agenda as distributed.

*Moved by S. Greenfield, Seconded by D. Rondeau
Carried*

4. Declaration of Conflict of Interest

There were no conflicts of interest declared for this meeting.

5. Approval of Consent Agenda

The consent agenda was distributed for review and approval.

5.1 For Approval or Ratification

5.1.1 Minutes: Board of Directors Meeting of October 27, 2015

One correction was noted in the minutes of the Board of Directors meeting of October 27, 2015. The minutes will be amended to reflect this correction.

5.2 For Information

5.2.1 Minutes – Resources Committee Meeting of June 8, 2015

The minutes of the Resources Committee Meeting of June 8, 2015 were distributed for review and approval.

5.2.2 Minutes – Quality, Patient Safety and Innovation Meeting of October 2, 2015

The minutes of the Quality, Patient Safety and Innovation Committee Meeting of October 2, 2015 were distributed for review and approval.

5.2.3 Minutes – Aboriginal Health and Human Resources Meeting of October 28, 2015

The minutes of the Aboriginal Health and Human Resources Committee Meeting of October 28, 2015 were distributed for review and approval.

RESOLVED that the WRHA Board hereby approves the Consent Agenda, as amended.

*Moved by E. Bishop, Seconded by S. Greenfield
Carried*

6. In Camera Session

The meeting was adjourned to an In-Camera Session at 8:05 a.m. and reconvened at 9:30 a.m. A break in the meeting was taken at 9:30 a.m. and reconvened at 9:42 a.m.

7. Board Chair's Remarks

The Chair provided the following remarks:

- The November Board Retreat was a positive and productive session for the Board. The summary from the Retreat will be provided for review at the December Board meeting.
- As discussed at the Retreat, Board meetings will occasionally be held at the various sites/facilities throughout the Region.
- The regular, monthly meeting with the Deputy Minister and Council of Chairs was held on November 5th.
- The regular, annual meeting with the Community Health Agencies and their Board Chairs was held on November 17th.
- The President and CEO and the Board Chair were invited to attend Riverview Health Centre's Board Strategic Planning meeting on November 21st.
- The WRHA Long Service Awards will be held on December 2nd and the Board is invited to attend.
- At the last Board meeting, a comment was made that the WRHA Briefing Notes should include equity as part of the review process. The Governance Committee will review this request at an upcoming meeting to determine how this can be approached both in Briefing Notes, and within the mandates of the Board Committees.

8. Reports to the Board

8.1 Report of the President and Chief Executive Officer

The President and CEO provided his monthly report on activities related to the implementation of the Board's strategic priorities. As requested, Dan Skwarchuk will be

invited to the January 2016 Board meeting to provide an overview on the integration and analytics of decision making.

8.2 Patient Safety Report

8.2.1 Canadian Patient Safety Culture Survey Report

Dan Skwarchuk attended this portion of the meeting to review the Canadian Patient Safety Culture Report, a copy of which was distributed with the agenda. The region is mandated through Accreditation Canada to routinely survey the culture of patient safety. Respondents to the survey are health providers across the region, targeting physicians. A Patient Safety Plan will be presented at a future Board meeting.

8.2.2 Critical Incident Reporting

Mr. Skwarchuk provided an overview of new software that has been deployed across the region. "RL6" is now available to staff for reporting, tracking, flagging and following-up on critical incidents. As the system progresses overtime, there will also be an ability to determine patterns/trends where, for example, one particular site may have a higher rate of skin tissue problems.

It was noted that the region also needs to be able to provide qualitative data on the status of disclosures, apologies, learnings and recommendations.

8.3 Patient Flow Reports

A copy of the Patient Flow Reports for November 9 and 16, 2015 were distributed with the agenda for information.

9. For Approval

9.1 Summary of Resolutions

9.1.1 ACCESS Nor'West Subleases

Background

Access Centres are intended to offer health and social services in one location in order to reduce fragmentation, improve community access to services and to serve as a mechanism to develop a population health approach, to respond to social service reform and to integrate primary health care principles. In order to further support the holistic approach of delivering health services to the community, WRHA as the head lessee for the property at ACCESS Nor'West is seeking Ministerial approval to sublease with:

- Manitoba Infrastructure and Transportation through its Department of Family Services and Consumer Affairs approximately 5,078 square feet and 20 parking stalls; and,
- Nor'West Co-op for 16,403.3 square feet and approximately 64 parking stalls.

RESOLVED that the WRHA Board hereby approves that WRHA enter into subleases for the property leased to WRHA for Access Nor'West with:

- *Manitoba Infrastructure and Transportation through its Department of Family Services and Consumer Affairs approximately 5,078 square feet and 20 parking stalls; and*
- *Nor'West Co-op for 16,403.3 square feet and approximately 64 parking stalls.*

All of which is subject to the approval of the Minister of Health.

*Moved by E. Bishop, Seconded by J. Faulder
Carried*

9.1.2 AHHR Board Committee – Committee Name Change

Background

The Aboriginal Health and Human Resources (AHHR) Committee recommends to change the name of the AHHR Committee to the “Indigenous (First Nations, Metis and Inuit) Health Committee” [acronym IHC].

RESOLVED that the WRHA Board hereby approves the change of name for the Aboriginal Health and Human Resources Committee to the “Indigenous (First Nations, Metis and Inuit) Health Committee” [acronym IHC], as recommended by the Aboriginal Health and Human Resources Committee.

Discussion ensued regarding the new name for the Aboriginal Health and Human Resources Committee specifically in relation to the use of the name “Indigenous”.

It was agreed to amend the Motion to change the name of the Aboriginal Health and Human Resources Committee to the “First Nation, Metis and Inuit Health Committee”.

MOTION AMENDED:

RESOLVED that the WRHA Board hereby approves the change of name for the Aboriginal Health and Human Resources Committee to the “First Nation, Metis and Inuit Health Committee”, as recommended by the Board of Directors.

*Moved by S. Carter, Seconded by D. Koop
Carried*

9.1.3 Terms of Reference – Indigenous Health Committee

The Terms of Reference for the Indigenous Health Committee were reviewed noting that, as per the amended motion in Item #9.1.2, the Terms of Reference will be changed to reflect that the name of the Committee will be changed to “First Nation, Metis and Inuit Health Committee”. It was also agreed to change the Terms to reflect “staff support” as opposed to “the membership”.

RESOLVED that the WRHA Board hereby approves the Terms of Reference for the First Nation, Metis and Inuit Health Committee, as attached hereto, and as amended.

*Moved by S. Carter, Seconded by J. Biggs
Carried*

- 9.1.4 Further Revisions to the Previously Amended Board General By-Law No. 1**
RESOLVED that the WRHA Board hereby approves further revisions to the previously amended Board General By-Law No. 1, subject to the approval of the Minister of Health, as attached hereto.

*Moved by C. Stahlke, Seconded by J. Dawkins
Carried*

It was noted the Board General By-Law No. 1 will include the “First Nations, Metis and Inuit Health Committee” name change.

9.1.5 Comprehensive Communication and Engagement Strategy

Background

WHEREAS the Region values communications and engagement with both internal and external stakeholder communities, including but not limited to the general public, and values receiving feedback from all stakeholder groups, AND WHEREAS the Board deems it desirable to develop and implement a Comprehensive Communications and Engagement Strategy to achieve its communications and engagement goals, the Governance Committee of the Board recommends to the Board that the Board direct the WRHA President and CEO to submit to the Board, a process for development and implementation of a Comprehensive Communications and Engagement Strategy.

RESOLVED THAT the WRHA Board hereby approves that the WRHA President and CEO submit to the Board a process for the development and implementation of a Comprehensive Communications and Engagement Strategy (the "Strategy") and to solicit such external resources as may be prudent and necessary to assist in the development and implementation of the Strategy subject to Board approval before finalizing any commitments, to advance its communications and engagement work, as recommended by the Governance Committee of the Board.

*Moved by C. Stahlke, Seconded by E. Bishop
Carried*

Dr. Gray will advise M. Sussman of the timeline in which the Board would like to see the RFP and Communications Strategy completed. M. Sussman will provide a list of draft deliverables for the RFP at the next Board meeting.

10. Presentation: LHIG Annual Evaluation.

Colleen Schneider and Jeanette Edwards attended this portion of the meeting to provide the LHIG Annual Evaluation and feedback, a copy of which was distributed with the agenda. It was agreed to post the LHIG evaluation report on the website.

11. Items for Review/Discussion

The Board Skills Matrix document was distributed at the meeting for completion by the Board members. The Governance Committee of the Board will review the process for nominations for upcoming vacancies.

12. Updates

12.1 CancerCare Manitoba Board Update

CCMB is creating their own Patient Value Statement and have been provided with the WRHA's Declaration of Patient Values document for reference. As requested, CCMB may also use of the WRHA's Declaration of Patient Values document within their ethics framework. CCMB has requested the assistance of Colleen Schneider with their work on community engagement.

12.2 Churchill Update

The Mayor of Churchill will be requesting a meeting with the WRHA to discuss service volumes at CHC.

13. Adjournment

The meeting was adjourned at 11:40 a.m.

14. Private Meeting of the Board and President & CEO – In Camera Session

A private session of the Board and CEO commenced.

15. Private Meeting of the Board – In Camera Session

A private meeting of the Board was held.