

## MINUTES

### REGIONAL HEALTH AUTHORITY BOARD NOR-MAN REGION May 24, 2011 - Meeting #183

**Present:** Beverley Atkinson  
Dan Davie  
Norval Desjarlais  
Doris Habermann  
Ernie Hunt  
Cal Huntley  
Trevor Lane  
Doug Lauvstad, Chair  
John Marnock  
Vivian McKenzie, Vice-Chair  
Marion Milner  
Gretta Redahl  
Allan Rivard  
Glen Ross  
Edie Turner  
Helga Bryant, Interim CEO  
Corliss Patterson, Secretary to Board

**In Attendance:** Cheryl Osborne,

#### 1.0 CALL TO ORDER

Meeting called to order by Chair of the Board. Chair welcomed Helga Bryant, Interim CEO, round table introductions made. Minutes taken by C. Patterson.

#### 2.0 ADDITIONS/ADOPTION OF AGENDA

**Motion 183-1:** That the Agenda be accepted with the addition of item 5.4 Borrowing Resolution Grand Rapids Nursing Station.

**M:** M. Milner  
**S:** E, Turner

**CARRIED**

#### 3.0 ADOPTION OF MINUTES

**Motion 183-2:** That Minutes of Meeting #182 be accepted as presented.

**M:** C. Huntley  
**S:** M. Milner

**CARRIED**

#### 4.0 OWNERSHIP LINKAGES

##### 4.1 District Health Councils

- **Minutes of Meetings** – for information. It was suggested, and agreed to, that Board members attending the DHC meetings would provide written and/or verbal reports on the DHC meetings they attend.

4.2 **Board Member's Community Reports** – B. Atkinson advised that a new physician, Dr. Rhoma started his practice in Snow Lake and she had concerns that she was not previously notified. V. McKenzie advised that Cranberry Portage residents still have concerns regarding EMS doing CT transfers to The Pas. C. Patterson advised that this has been put on hold and will continue to be on hold.

#### 5.0 ITEMS FOR DECISION

5.1 **Governance Orientation** (copy attached) – Presented by Board Chair. It was noted that the Board would have to revisit the Strategic Plan next meeting to ensure the Strategic Directions align with the Operational Review Report.

##### 5.2 Governance Process

- **Election of Vice Chair** – Board Chair advised that the floor was open for nominations for this position.

**Motion 183-3:**                      **D. Davie nominated C. Huntley as Vice-Chair.**

Cal Huntley declined nomination.

**Motion 183-4:**                      **M. Milner nominated V. McKenzie as Vice-Chair.**

V. McKenzie accepted nomination.

**Motion 183-5:**                      **G. Redahl nominated D. Habermann as Vice-Chair.**

D. Habermann accepted nomination.

**Motion 183-6:**                      **N. Desjarlais nominated J. Marnock as Vice-Chair.**

J. Marnock declined nomination.

Chair called for further nominations – no further nominations put forward. Chair asked D. Habermann and V. McKenzie to excuse themselves while vote was taken. Vote taken by show of hands. V. McKenzie & D. Habermann rejoined the meeting.

Chair declared Vivian McKenzie elected as Vice-Chair

- **Election of Treasurer** – Board Chair advised that the floor was open for nominations for this position.

**Motion 183-7:**                      **B. Atkinson nominated John Marnock as Treasurer.**

Chair asked John Marnock if he accepted the nomination. John Marnock accepted the nomination. Chair called for further nominations – no further nominations received, Chair declared nominations cease. John Marnock elected Treasurer by acclamation.

- **Appointment to Standing Committees** –Chair advised that the following Committees were open for new members to volunteer to sit on the committees: Audit. Quality & Patient Safety and Governance.

- **Audit Committee:** the following members volunteered:

- John Marnock, Treasurer & Chair
- Trevor Lane
- Norval Desjarlais
- Glen Ross

- **Governance Committee:** the following members volunteered:

- Cal Huntley
- Al Rivard
- Bev Atkinson
- Vivian McKenzie
- Edie Turner

**Motion 183-8:**                      **That the Program & Planning Committee be rolled into the Governance Committee and therefore discontinued.**

**M:** J. Marnock  
**S:** E. Turner

**CARRIED**

**Motion 183-9:**                      **That A. Rivard be nominated as Chair of the Governance Committee.**

**M:** C. Huntley  
**S:** E. Turner

**CARRIED**

**Note: Meeting scheduled for Tuesday, June 14<sup>th</sup> 2:00 p.m. RHA Office.**

- **Quality & Patient Safety Committee:** the following members volunteered:

- Marion Milner
- Dan Davie
- Ernie Hunt
- Doris Habermann
- Gretta Redahl
- Edie Turner

**Motion 183-10:**                      **That D. Habermann be nominated as Chair of the Quality & Patient Safety Committee.**

**M:**    A. Rivard  
**S:**    M. Milner

**CARRIED**

**Note: Date to be set for Committee at next Board meeting.**

Chair advised the Board that the **Executive Committee** would therefore include:

- Board Chair, Doug Lauvstad
- Vice-Chair, Vivian McKenzie
- Chair of Audit Committee, John Marnock
- Chair of Governance Committee, Al Rivard
- Chair of Quality & Patient Safety Committee, Doris Habermann

- 5.3 Board-CEO Relationship** – Chair advised that a CEO search would need to be undertaken and suggested a Committee be struck to oversee this process.

**Motion 183-11:**                      **That a CEO Search Committee be established to oversee the CEO recruitment process.**

**M:**    G. Redahl  
**S:**    G. Ross

**CARRIED**

**CEO Search Committee** membership as follows:

- Helga Bryant
- Doug Lauvstad
- John Marnock
- Cal Huntley
- Vivian McKenzie
- Glen Ross
- Trevor Lane
- Edie Turner
- Manitoba Health Representative to be on Interview Panel

**Motion 183-12:**                    **That Trevor Lane be nominated as  
Chair of the CEO Search Committee.**

**M:**    G. Ross  
**S:**    C. Huntley

**CARRIED**

**NOTE:** It was agreed that H. Bryant would get information on recruiting firms, CEO job descriptions and that C. Huntley would provide a competency ranking tool for the Committee members.

**Motion 183-13:**                    **That the Board of Directors be given  
the opportunity to meet short-listed  
candidates and further that  
presentations be made by said  
candidates to Board, Staff and  
community leaders.**

**M:**    N. Desjarlais  
**S:**    A. Rivard

**CARRIED**

- 5.4 Borrowing Resolution – Grand Rapids Nursing Station** (copy attached). J. Marnock advised that we received a letter of comfort from approving the NRHA to proceed to establish an approved Line of Credit in the amount of \$157,449.84 for the Grand Rapids Nursing Station Addition and Renovation Project.

**Motion 183-14:**                    **That the NRHA establish an approved  
Line of Credit in the amount of  
\$157,449.84 for the Grand Rapids  
Nursing Station Addition and  
Renovation Project.**

**M:**    J. Marnock  
**S:**    D. Davie

**CARRIED**

## **6.0 INFORMATION**

### **6.1 Requested by Board**

**6.1.1 Chair's Report** – No report.

**9.1.2 CEO Report** (copy attached) – distributed and reviewed by Board.

- **Chief of Staff Report** – Dr. Noel advised at the start of the meeting that he had dictated his report but it had not been transcribed, therefore it would be sent to the Board once he received.

**Motion 183-15:**                    **That the CEO Report be accepted as  
presented.**

**M:**    A. Rivard  
**S:**    J. Marnock

**CARRIED**

**7.0 NEXT BOARD MEETINGS**

Note: The Board requested that meetings continue through July and August.

June 14 – Flin Flon (G. Redahl sends regrets)  
July 26 – The Pas  
August 23 – Flin Flon  
September 27 – The Pas  
October 25 – Flin Flon  
November 22 – The Pas

**11.0 ADJOURNMENT**

**Motion 183-16:**

**That the meeting be adjourned.**

**M: G. Redahl**

**S: G. Ross**

**CARRIED**

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Chairman of the Board

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Secretary