



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING THURSDAY, NOVEMBER 12, 2015

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

AGENDA

- | | PAGE # |
|---|------------|
| 1. <u>CALL TO ORDER</u>
<i>(immediately following the ACRD Board Meeting)</i> | |
| Recognition of Traditional Territories. | |
| 2. <u>APPROVAL OF AGENDA</u>
<i>(motion to approve, including late items requires 2/3 majority vote)</i> | |
| 3. <u>ADOPTION OF MINUTES</u> | |
| a. Board of Directors Meeting – October 14, 2015. | 3-5 |
| <i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on October 14, 2015 be adopted.</i> | |
| 4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u> | |
| 5. <u>CORRESPONDENCE FOR ACTION</u> | |
| 6. <u>CORRESPONDENCE FOR INFORMATION</u> | |
| 7. <u>REQUEST FOR DECISIONS & BYLAWS</u> | |
| a. Request for Decision | 6-7 |
| Finance Warrant No. 483 | |
| <i>THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 483 in the amount of \$6,443.46 dated October 31, 2015.</i> | |
| 8. <u>REPORTS</u> | |
| a. Bamfield Health Centre – K. Wyton | |
| b. Alberni-Clayoquot Continuing Care Society – J. McNabb | |
| c. Island Health Capital Planning Committee – J. McNabb | |
| d. West Coast Native Health Care Society – P. Cote | |

- e. Tofino General Hospital – J. Osborne/D. St. Jacques
- f. Alberni-Clayoquot Health Network – P. Cote
- g. Other Reports
 - Minutes from October 28, 2015 Alberni Valley and Bamfield Directors Committee meeting with Dr. Lund. – J. McNabb **8-10**

THAT the Regional Hospital Board of Directors receives reports a-g.

9. UNFINISHED BUSINESS

10. LATE BUSINESS

11. QUESTION PERIOD

12. ADJOURN



Alberni-Clayoquot Regional Hospital District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, OCTOBER 14, 2015

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS

John McNabb, Chairperson, Electoral Area "E" (Beaver Creek)

PRESENT:

Josie Osborne, Vice-Chair, Mayor, District of Tofino
Keith Wyton, Electoral Area "A" (Bamfield)
Mike Kokura, Electoral Area "B" (Beaufort)
Tony Bennett, Electoral Area "C" (Long Beach)
Penny Cote, Electoral Area "D" (Sproat Lake)
Lucas Banton, Electoral Area "F" (Cherry Creek)
Jack McLeman, Councillor, City of Port Alberni
Mike Ruttan, Mayor, City of Port Alberni
Dianne St. Jacques, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?it'ath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS:

John Jack, Councillor, Huu-ay-aht First Nation

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer
Andrew McGifford, Acting Manager of Finance/Manager of
Environmental Services
Mike Irg, Manager of Planning and Development
Shelli Lyle, Administrative Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 3:08 pm.

The Chair recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director St. Jacques

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – September 9, 2015

MOVED: Director St. Jacques

SECONDED: Director Bennett

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on September 9, 2015 be adopted

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

7. REQUEST FOR DECISIONS & BYLAWS

8. REPORTS

a. Bamfield Health Centre – K. Wyton

Director Wyton reported the helipad situation is being advanced. Director Wyton attended meetings at UBCM with the Deputy Minister of Health and recently attended Island Health's Board of Directors meeting where the CEO brought up the helipad and response issues in the address.

b. Alberni-Clayoquot Continuing Care Society – J. McNabb

Chairman McNabb reported Bev Denning was appointed the Chair of the Alberni-Clayoquot Continuing Care Society.

c. IH Capital Planning Committee – J. McNabb

• October 9, 2015 Meeting

Chairman McNabb reported attending the IH Capital Planning Committee meeting with Andrew McGifford. The West Coast General Hospital emergency expansion has been postponed until 2018 due to a funding issue.

d. West Coast Native Health Care Society – P. Cote - No Report

e. Tofino General Hospital – J. Osborne/D. St. Jacques No Report

f. Alberni-Clayoquot Health Network – P. Cote

Director Cote reported food security representatives attended the September meeting of the ACHN Table of Partners. The ACHN Transportation Action Table is having its

first meeting Monday. Director Cote attended Island Health’s Board of Directors meeting and requested that Island Health continue to support the Health Network.

g. Other Reports

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the Regional Hospital Board of Directors receives reports a-g.

CARRIED

9. UNFINISHED BUSINESS

10. LATE BUSINESS

11. QUESTION PERIOD

12. ADJOURN

MOVED: Director Kokura
SECONDED: Director Cote

THAT this meeting be adjourned at 3:14 pm.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Russell Dyson,
Chief Administrative Officer



MEMORANDUM

TO: Regional Hospital District Board of Directors
FROM: Andrew McGifford, Acting Manager of Finance
DATE: November 6, 2015
RE: Finance Warrant No.483

Recommendation:

That the Regional Hospital District Board of Directors approves Finance Warrant Number 483 in the amount of \$6,443.46 dated October 31, 2015.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. **GENERAL**

That the Regional Hospital District Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

2. **TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS** – none

3. **FINANCIAL** – none

4. **POLICY OR LEGISLATIVE** – none

5. **RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN**

Improve financial controls by increasing the transparency of the Hospital District's financial affairs.

6. **COMMUNICATIONS ISSUES** - none

Submitted by: Andrew McGifford, Acting Manager of Finance

Alberni-Clayoquot Regional Hospital
Cheque Register - Detail - Supp.



AP5100

Date : Nov 05, 2015

Page : 1

Time : 6:36 pm

Supplier : 0050 To 912
 Trans. Date : 01-Oct-2015 To 31-Oct-2015
 Cheque Date : 01-Oct-2015 To 31-Oct-2015
 Cheque No. : All
 Batch No. : All

Bank : 1 To 1
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
1850	VANCOUVER ISLAND HEALTH AUTHORITY						
1022	26-Oct-2015		Issued	17	C	6443.46	
SEPT24/15	01-4-6030-000	ACCOUNTS PAYABLE			6443.46		
Invoice Description --> P-305, P-306, P-307							
Total :					6443.46	0.00	6443.46
Supplier Total :					6443.46	0.00	6443.46

Total Computer Paid :	<u>6,443.46</u>	Total EFT PAP :	<u>0.00</u>	Total Paid :	<u>6,443.46</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY/BAMFIELD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY, OCTOBER 28, 2015

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

- DIRECTORS** John McNabb, Chair, Electoral Area "E" (Beaver Creek)
- PRESENT:** Mike Kokura, Director, Electoral Area "B" (Beaufort)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Mike Ruttan, Director, City of Port Alberni
Keith Wyton, Director, Electoral Area "A" (Bamfield)
- REGRETS:** John Jack, Councillor, Huu-ay-aht First Nation
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Jack McLeman, Councillor, City of Port Alberni
- INVITED** Dr. Daryl Lund, GP
- GUESTS:** Dr. Sam Williams, Chief of Staff
Dr. Wendy Johnsen, Medical Director
- STAFF PRESENT:** Wendy Thomson, Manager of Administrative Services
Andrew McGifford, Manager of Finance
Shelli Lyle, Administrative Assistant

1. **CALL TO ORDER**
The Chairperson called the meeting to order at 6:00 pm.

2. **INTRODUCTIONS**
Introductions were conducted around the table.

3. **APPROVAL OF AGENDA**

MOVED: Director Cote
SECONDED: Director Wyton

THAT the agenda be approved as circulated.

CARRIED

4. **INVITED GUESTS**

Dr. Lund, GP and President of Alberni Valley Medical Society, Dr. Sam Williams, Chief of Staff, WCGH and Dr. Wendy Johnson, Medical Director. The invited guest provide an overview of their role with regards to health care services in the Alberni Valley.

5. **REPORTS**

a. Improving Delivery of Health Services - Alberni Valley

Dr. Johnsen provided an overview of Island Health's restructuring according to geographical areas, Central Island is now Geographical Area 2. Island Health's vision is regional integration and organization of services appropriate to the geographical area for better patient care. Each region will have a team consisting of a Director and Medical Director to oversee services. For Geographical Area 2 which includes the Alberni-Clayoquot region, Ms. Marie Duppreault is the Director and Dr. Wendy Johnsen is the Medical Director.

The Manager of Administrative Services and the Acting Manager of Finance provided an overview of the Alberni-Clayoquot Regional Hospital District's function.

b. Doctors Issues/Needs

Dr. Lund reported that the biggest challenge is manpower. There is a lack of physicians and nursing staff across BC. Locally, they are currently recruiting for an internist as one of the two in the Alberni Valley is retiring. In 2025, 75% of general practitioners in the Alberni Valley will be retiring.

There were discussions regarding the University of BC's International Medical Graduate (IMG) Program and medical students trained outside of Canada who are unable to practice in BC.

The ACRHD could assist the medical system by lobbying the provincial government and UBC to execute a comprehensive manpower review.

There were discussions regarding seniors and the need for more care facilities. There are usually 25-30 Alternate Level of Care (ALC) patients waiting to get into residential care, currently that number is 72-75 which is 120-140% capacity.

c. Lines of Communication – ACRD/WCGH

The ACHN Coordinator Marcie DeWitt will get in touch with Dr. Lund and be invited to the physicians meeting to explain the Health Network and how they can assist.

d. Alberni-Clayoquot Health Network Update – Penny Cote

Director Cote explained the mandate of the Health Network and gave an overview of the Strategic Plan and how the Table of Partners and Coordinators efforts to date have assisted in improving the health indicators of the area.

6. OTHER REPORTS

Mayor Ruttan reported he will be meeting with the Island Mayors and a topic of discussion will be the shortage of doctors and nurses.

7. ADJOURN

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the meeting be adjourned at 7:31 pm.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Wendy Thomson,
Manager of Administrative Services