



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING WEDNESDAY, SEPTEMBER 14, 2016

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 – August 24, 2016 | 3 – 5 |
| <i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on August 24, 2016 be adopted.</i> | |
| b. Meeting Notes between the Alberni-Clayoquot Regional Hospital District and Island Health Representatives – August 24, 2016 | 6 – 8 |
| <i>THAT the notes of a meeting between the Alberni-Clayoquot Regional Hospital District Board of Directors and Island Health Representative's held on August 24, 2016 be adopted.</i> | |
| 4. <u>CORRESPONDENCE FOR ACTION</u> | |
| a. Correspondence dated August 29, 2016 from Charles J. Cornfield, Chair of the Comox Strathcona Regional Hospital District regarding response from Minister of Health – Hospital District Act – cost sharing authority | 9 – 10 |
| 5. <u>REQUEST FOR DECISIONS & BYLAWS</u> | |
| a. Request for Decision
Finance Warrant No.491 | 11 – 12 |
| <i>THAT the Alberni-Clayoquot Regional District Board of Directors approves Finance Warrant Number 491 in the amount of \$49.00 dated August 31, 2016.</i> | |
| 6. <u>REPORTS</u> | |

- a. Bamfield Health Centre – K. Wyton
- b. Alberni-Clayoquot Continuing Care Society – J. McNabb
- c. Island Health Capital Planning Committee – P. Cote
- 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/M. Ruttan
- g. Teleconference with Joe Murphy, VIHA Vice President and Chairperson Penny Cote - September 1, 2016 **13**

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

- 7. **UNFINISHED BUSINESS**
- 8. **LATE BUSINESS**
- 9. **QUESTION PERIOD**
- 10. **ADJOURN**



Alberni-Clayoquot Regional Hospital District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, AUGUST 24, 2016, 11:00 AM Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS PRESENT: Penny Cote, Chairperson, Electoral Area “D” (Sproat Lake)
Josie Osborne, Vice-Chair, Mayor, District of Tofino
Keith Wyton, Electoral Area “A” (Bamfield)
John McNabb, Director, Electoral Area “E” (Beaver Creek)
Mike Kokura, Electoral Area “B” (Beaufort)
Tony Bennett, Electoral Area “C” (Long Beach) (via teleconference)
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
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
Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)

REGRETS: Lucas Banton, Director, Electoral Area “F” (Cherry Creek)
John Jack, Councillor, Huu-ay-aht First Nation

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Teri Fong, Manager of Finance
Alex Dyer, Planner
Shelli Lyle, Administrative Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 4:08 pm.

The Chairperson 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 McNabb

SECONDED: Director McLeman

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **Board of Directors Meeting – July 27, 2016**

MOVED: Director McNabb

SECONDED: Director Wyton

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on July 27, 2016 be adopted

CARRIED

5. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No. 490

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves Finance Warrant 490 in the amount of \$110,841.28 dated July 31, 2016.

CARRIED

6. REPORTS

a. Bamfield Health Centre – K. Wyton

Director Wyton reported Island Health provided updates regarding the Bamfield Helipad.

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

Director McNabb reported the fully funded bus will arrive in Port Alberni this evening and recognized the fundraising contributions of Mr. Jack Buffie.

c. IH Capital Planning Committee – P. Cote No Report

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

e. Tofino General Hospital – J. Osborne/D. St. Jacques

Director Osborne reported Island Health stated a new hospital is in their top 20. Island Health is looking at reestablishing the helipad, there will be meetings with local property owners and look to resolve the land lease issue in January.

f. Alberni-Clayoquot Health Network – P. Cote/M. Ruttan No Report

g. Other Reports

MOVED: Director McLeman

SECONDED: Director McNabb

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

CARRIED

7. UNFINISHED BUSINESS

8. LATE BUSINESS

9. QUESTION PERIOD

10. ADJOURN

MOVED: Director Kokura

SECONDED: Director McNabb

THAT this meeting be adjourned at 4:14 pm.

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Russell Dyson,
Chief Administrative Officer

**Notes of a Meeting between the Alberni-Clayoquot Regional
Hospital District and Island Health Representative's
Held on Wednesday, August 24, 2016, 11:00 am**

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

- DIRECTORS** Penny Cote, Chairperson, Electoral Area "D" (Sproat Lake)
- PRESENT:** Josie Osborne, Vice-Chair, Mayor, District of Tofino
Keith Wyton, Electoral Area "A" (Bamfield)
John McNabb, Director, Electoral Area "E" (Beaver Creek)
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)
John Jack, Councillor, Huu-ay-aht First Nation
Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)
- ISLAND HEALTH** Marie Duperreault, Director – Port Alberni/West Coast Community
Dr. Wendy Johnsen, Medical Director – Port Alberni/West Coast
Community
Matt O'Rae, Corporate Director – Capital Management and Finance
Projects
Chris O'Sullivan, Director – Capital Planning
Pam Rardon, Site Director – WCGH and Bamfield Health Centre
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer
Teri Fong, Manager of Finance
Shelli Lyle, Administrative Assistant

Introductions were conducted around the table.

1. WCGH - Emergency Department Redevelopment – Update

The 2000 square foot addition to the emergency room will increase space to address patient demand, improve the layout and provide a more visual line of sight. There will be a separate access with a flow functional perspective. The control desk will be able to see all treatment rooms. The project has been deferred from a construction perspective, once the money becomes available we will know the plan to proceed. The initial cost of the project was \$4 million it has been scaled down and is now \$2 million. Approval from VIHA is needed to proceed with the project and the cost sharing portion of 40% from the Regional District.

2. WCGH – Overcapacity Plans

Chris O'Sullivan, Director, Capital Planning reported receiving the ACRD correspondence in April and Pam Rardon, Site Director, WCGH and Bamfield Health Centre reported meeting with Mr. Frank Kruks. Since this meeting Island Health has recruited staff for the OR and are currently working on hiring more casual staff in order to cross train. Island Health finds they are often competing with other sites such as Oceanside and Nanaimo General Hospital. Island Health has

70 trained physicians, the rehabilitation staff has improved, an occupational therapist is on the team working in the hospital with outreach to communities, there is a need for temporary accommodations in this area. Island Health is working on a surge and overflow plan to keep patients out of lounge and dining areas to find more appropriate spaces, a solid plan in place for surgeon care needs is required. Island Health is looking at more partnerships for their Candy stripper program eventually job shadowing and potential employees. In April of this year Island Health hired 6.5 nursing positions to assist, 4 in Port Alberni and 2.5 on the West Coast, a nurse liaison role was provided 7 days a week, working at the hospital as well as the home and community care team. IH will be increasing the liaison position in Tofino to 7 days a week. Specific need is around housing often issues around stairs and general maintenance. The congestive heart failure program at home monitoring pilot project has showed great potential, will look to expansion for other chronic diseases.

Spring and summer found Alternate Level Care (ALC) patients waiting for residential care placement under capacity, acute needs were lower and there were empty rooms due to a combination of efforts. Trying to change the culture where people stay at home as long as possible. Currently the expected progression is go into the hospital and then long term placement. Need to increase support at home, elders are fearful of losing independence so often don't take the support.

3. Tofino General Hospital – Redevelopment – Update

Projects on the list of major capital priorities, are to replace the Cowichan District hospital, install a new boiler plant and replace the ICU at NGH. Included in the top 20 is a replacement of Tofino General Hospital, it's on the radar but nothing in the near future, need dollars from the ministry. IH will continue to keep Tofino General Hospital functional, maintaining the facility, most recently a new generator was installed, some work in the entrance nurses station and added O2 for maternity emergencies.

4. Tofino General Hospital – Helipad – Update

The funds have been identified, there are issues to the access of land and the adjacent trees. The best location for the helipad is adjacent to the hospital, the foundation has leased the land to build a long term care facility, if it does not proceed will look to the foundation to build the helipad at that site. Anticipating that might be the case planning around the adjacent trees, flight path concerns, trees nearby and Transport Canada regulations, identify what trees need to be removed or topped, a property owners meeting will be held this fall to explain the situation as approval will be needed from property owners.

5. Bamfield – Helicopter Landing – Update

Island Health is not looking to build a helipad at the Bamfield Health Center, the current helipad was never registered. Island Health has no established practice to provide a helipad at acute care hospital sites. IH does have other helicopter landing site that are grandfathered, Port Alice heli landing is registered with Transport Canada, there are no issues with that site. In Kyuquot a

small helicopter can land on the dock, this is grandfathered and not registered with Transport Canada, Northern Health and Interior Health have similar practices, they rely on communities to fund heli landings, not controlled by a Health Authority. The private airstrip in Bamfield is the workable solution, hope to engage in conversations with the property owner to allow helicopter landings there. There are two gates at this airstrip, one of which is currently closed and has brush along the road, access is thru the other gate which crosses the tarmac which is not safe. Suggesting open the other gate and remove the brush at a cost of approximately \$3000.00.

Initiating a First Responder program with 7 or 8 people in Bamfield would allow the conversation with BC ambulance to meet with the First Responders to discuss an agreement where a decommissioned ambulance could be provided.

6. Community Paramedicine - Update

BC Emergency Health Services working with the Ministry of Health, regional Health Authorities, the Ambulance Paramedics of BC, the First Nations Health Authority and others to plan and implement the Community Paramedicine Initiative. The program objectives are to contribute to the stabilization of paramedic staffing in rural and remote communities and help bridge health service delivery gaps in the community, identified in collaboration with local primary care teams. Ucluelet and Tofino were chosen and there is a paramedical person in each community, they remain BC Ambulance employees and are part of the Integration Team.

In September 2017 a review of the communities will be conducted to build a pathway to bring the program to other communities. IH has received great reviews to date, this is another way to expand our ability to help people stay in their homes.

Island Health's Baby Bed Program that promotes safe sleep for infants is rolling out today. Partnership between First Nations and Public Health, based on the Finland program. Funded by both the foundation and the auxiliary all residents of Alberni and West Coast.

COMOX STRATHCONA
REGIONAL HOSPITAL DISTRICT



File: H-MP/NIHP

August 29, 2016

Sent via email only: coteart@shaw.ca

Chair and Directors
Alberni-Clayoquot Regional Hospital District
3008-5th Ave
Port Alberni, BC V9Y 2E3

Chair and Directors:

Re: Response from Minister of Health - Hospital District Act - cost sharing authority

Further to our correspondence of June 28, 2016 regarding the following motion passed by the Comox Strathcona Regional Hospital District (CSRHD) board:

“THAT a letter be sent to the Minister of Health requesting that the Hospital District Act be updated to reflect the recommendations from the 2003 Ministry of Health review and request a meeting with the Minister to discuss;

AND THAT a letter be sent to all Regional Hospital Districts requesting them to send a letter to the Minister as well.”

Enclosed, for your information, is the response letter dated August 5, 2016 received from the Stephen Brown, Deputy Minister of Health to the CSRHD's request.

Sincerely,

Charles J. Cornfield
Chair

cc: Russell Dyson, Chief Administrative Officer

Enclosure: 20160805 Deputy Minister of Health correspondence



APPENDIX B
Comox Valley Regional District

RECEIVED

File: H-BO

AUG 10 2016

To: C. Cornfield / Web

cc: D. Oakman

1058276

AUG 05 2016

Mr. Charles J. Cornfield
Chair, Comox Strathcona
Regional Hospital District
600 Comox Rd
Courtenay BC V9N 3P6

Dear Mr. Cornfield:

Thank you for your letter of June 28, 2016, regarding a request for the Ministry of Health (the Ministry) to host a provincial session with regional hospital districts at the September 2016 UBCM meetings.

I agree that the *Regional Hospital District Act* is in need of changes to bring it into closer alignment with current practices and policies. I also agree that consultation between government and regional hospital districts (RHDs) will be essential in order to identify the specific amendments that are necessary. However there is not sufficient time for us to plan a provincial session on this topic at the 2016 UBCM Conference in September.

I can assure you that amending the Act is a priority for the Ministry when there is an opportunity to do so in the legislative calendar. Although that opportunity may not be until later in 2017 or 2018, this will allow time for the Ministry to work closely with RHDs to identify the amendments that are desired and required.

Thank you again for writing. I look forward to continuing the strong relationship between the Ministry and RHDs in providing health care infrastructure for British Columbia.

Sincerely,

Steve Brown
Deputy Minister

REQUEST FOR DECISION

TO: Regional Hospital District Board of Directors
FROM: Teri Fong CPA, CGA, Manager of Finance
DATE: September 6, 2016
RE: Finance Warrant No.491

Recommendation:

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves Finance Warrant Number 491 in the amount of \$49.00 dated August 31, 2016.

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 Regional District's financial affairs.

6. COMMUNICATIONS ISSUES - none

Submitted by: Teri Fong, CPA CGA, Manager of Finance



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



AP5100 **Page : 1**
Date : Sep 06, 2016 **Time :** 11:32 am
Bank : 1 To 1
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0050 To 912
Trans. Date : 01-Aug-2016 To 31-Aug-2016
Cheque Date : 01-Aug-2016 To 31-Aug-2016
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
1826	UCHUCKLESAHT TRIBE GOVERNMENT						
1035	24-Aug-2016	Issued	22	C		49.00	
REQREFUND	01-4-6030-000	ACCOUNTS PAYABLE			49.00		
Invoice Description --> REFUND OF PRIOR YEARS REQUISITION AS CHANGE IN ASSESSED VALUE							
Total :					49.00	0.00	49.00
Supplier Total :					49.00	0.00	49.00

Total Computer Paid :	<u>49.00</u>	Total EFT PAP :	<u>0.00</u>	Total Paid :	<u>49.00</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		

ACRHD

September 1, 2016 11:30 am Teleconference with Joe Murphy VIHA Vice-President
Reference to Letter to VIHA President Brendan Carr Re: Bamfield Helipad

#1 – Priority identified by VIHA is a First Responder and Ambulance Service
Mention was made of provision of a retired ambulance for the community.

#2 – Helipad options

Due to Transport Canada upgrading regulations for helipad service cost is estimated at \$500k to \$1 million for floating helipad next to Bamfield outpost nursing station, which VIHA concludes is improbable. Joe referred to the high cost of this project as money better spent on the WCGH Emergency room expansion.

Bamfield has ground service, which is a volunteer service.

Joe Murphy agrees that this is not the best solution for the community and has used the heli-jet rescue service on the West Coast Trail.

Bamfield is an Outpost with 1 nurse that is not always on site and does not offer critical care or triage.

(Nova Scotia has had their whole ambulance service shut down due to new regulations.)
(Nanaimo helipad is less than 5 years old and has been down graded and was shut down with regards to the significance of the flight path not being satisfactory. Many hospitals have no helipad provisions due to being in residential areas.)

VIHA has reviewed the airstrip near Bamfield, owned by First Nations and identified there may be a satisfactory site with minimal cost and bushing, etc. to allow for a helipad site for an estimated cost of under \$5k. This may be a solution for night landings, which require lighting, etc.

Joe Murphy is reporting to VIHA President Brendan Carr on VIHA opinions for the Bamfield helipad and is asking for VIHA expertise assistance in identifying a solution for the Bamfield service. Joe will also provide information on First Nations Health relations in respect to providing emergency health services to FN and Non-FN.

At a recent ACHN Transportation Action Table meeting there was a question around the Bamfield school ground being considered for a helipad location, which should be investigated.

The new Transport Canada regulations are much more stringent for helipad access. Joe identified the steepness to docks from shore as an obstacle.
Reference to the 2 new helipads at the Comox Hospital as having a H2 designation and the Campbell River Hospital a H1 which is much more restrictive.

Tofino hospital helipad would also be a H1 and require support from neighbouring properties to clear treetops to be considered.