



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, AUGUST 23, 2017

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 – July 26, 2017	3-5
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on July 26, 2017 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. 501	
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 501 in the amount of \$95,454.56 dated July 31, 2017.</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. Osborne	

- 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/J. Osborne
- g. Other Reports

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, JULY 26, 2017

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

DIRECTORS

Josie Osborne, Chairperson, Mayor, District of Tofino

PRESENT:

Keith Wyton, Director, Electoral Area "A" (Bamfield)

Tanya Shannon, (Alternate Director), Electoral Area "B" (Beaufort)

Tony Bennett, Director, Electoral Area "C" (Long Beach)

Penny Cote, Director, Electoral Area "D" (Sproat Lake)

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

Lucas Banton, Director, 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, YuułuꞀiꞀꞀath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Councillor, Toquaht Nation

REGRETS:

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

Mike Kokura, Director, Electoral Area "B" (Beaufort)

Alan McCarthy, Member of Legislature, YuułuꞀiꞀꞀath Government

STAFF PRESENT:

Wendy Thomson, Acting Chief Administrative Officer

Teri Fong, Manager of Finance

Mike Irg, Manager of Planning and Development

1. CALL TO ORDER

The Vice-Chairperson called the meeting to order at 2:42pm.

The Vice-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 Cote

SECONDED: Director Johnsen

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – June 14, 2017

MOVED: Director Cote

SECONDED: Director Shannon

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on June 14, 2017 be adopted

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

a. COMOX STRATHCONA REGIONAL DISTRICT

Province of BC – Ministry of Health – Hospital District Act

b. ISLAND HEALTH

- Island Health Community Wellness Grant – Alberni-Clayoquot Health Network Report
- News Release – Island Health President and CEO Moving On
- CAO Report Regional Hospital Districts – June 2017

MOVED: Director Ruttan

SECONDED: Director Cote

THAT correspondence a- b be received for information.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No. 500.

MOVED: Director Bennett

SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 500 in the amount of \$375,028.25 dated June 30, 2017

CARRIED

8. REPORTS

a. Bamfield Health Centre – K. Wyton No Report

- b. **Alberni-Clayoquot Continuing Care Society – J. McNabb No Report**
- c. **IH Capital Planning Committee – J. Osborne No Report**
- d. **West Coast Native Health Care Society – P. Cote No Report**
- e. **Tofino General Hospital – J. Osborne/D. St. Jacques**

Chairperson Osborne reported that Island Health has hired a contractor to develop plans for the new helipad on the west coast.

- f. **Alberni-Clayoquot Health Network – P. Cote/J. Osborne No Report**
- g. **Other Reports**
 - Vancouver Island Regional Hospital Districts Semi-Annual Joint Planning Meeting Minutes – June 9, 2017

MOVED: Director Bennett

SECONDED: Director Cote

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 Banton

SECONDED: Director Bennett

THAT this meeting be adjourned at 2:48pm

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Wendy Thomson,
Acting Chief Administrative Officer



REQUEST FOR DECISION

To: Hospital District Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: August 23, 2017
Subject: Finance Warrant No. 501

Recommendation:

That the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 501 in the amount of \$95,454.56 dated July 31, 2017.

Desired Outcome:

To provide transparency of the Regional Hospital District's financial affairs.

Summary:

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.

Time Requirements – Staff & Elected Officials:

Minimal.

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

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



AP5100

Page : 1

Date : Aug 15, 2017

Time : 4:19 pm

Supplier : 0050 To 912
 Trans. Date : 01-Jul-2017 To 31-Jul-2017
 Cheque Date : 01-Jul-2017 To 31-Jul-2017
 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						
Chq/Ref #	Cheque Date		Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description			Debit	Credit	
1850	VANCOUVER ISLAND HEALTH AUTHORITY						
1050	12-Jul-2017		Issued	20	C	95454.56	
JULY11/17	01-4-6030-000	ACCOUNTS PAYABLE			95454.56		
Invoice Description --> E1-138, E1-162, P-134-137, P-159							
Total :					95454.56	0.00	95454.56
Supplier Total :					95454.56	0.00	95454.56

Total Computer Paid :	<u>95,454.56</u>	Total EFT PAP :	<u>0.00</u>	Total Paid :	<u>95,454.56</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		