



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, MAY 10, 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 – April 12, 2017 | 3-5 |
| <i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on April 12, 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> | |
| a. Island Health | 6 |
| Process for placing clients in residential care. | |
| <i>THAT this correspondence be received for information.</i> | |
| 7. <u>REQUEST FOR DECISIONS & BYLAWS</u> | |
| a. Request for Decision | 7-8 |
| Finance Warrant No. 498 | |
| <i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 498 in the amount of \$144,761.55 dated April 30, 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, APRIL 12, 2017

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

DIRECTORS

Josie Osborne, Chairperson, Mayor, District of Tofino

PRESENT:

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

Bob Baden, Alternate Director, Electoral Area "A" (Bamfield)

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

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

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

Pam Craig, Alternate 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, Yuułuꞑiꞑath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)

REGRETS:

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

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

STAFF PRESENT:

Wendy Thomson, Acting Chief Administrative Officer

Teri Fong, Manager of Finance

Mike Irg, Manager of Planning and Development

Janice Hill, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 2:27 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 Cote

SECONDED: Director Ruttan

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – March 8, 2017

MOVED: Director St. Jacques

SECONDED: Director Cote

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on March 8, 2017 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

7. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No. 497.

MOVED: Director Banton

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 497 in the amount of \$253,934.72 dated March 31, 2017.

CARRIED

8. REPORTS

a. Bamfield Health Centre – B. Baden

Scott Fraser to champion heli pad and ambulance in Bamfield.

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

Moving forward with proposals for their expansion at Rainbow Gardens.

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

Director Osborne provided an update. There will be a West Coast Midwifery Information/Discussion event on Tuesday, April 18th from 4:00 to 6:00 pm at Darwin's café.

f. Alberni-Clayoquot Health Network – P. Cote/J. Osborne

Poverty relief meeting at MLAs office. AVICC, Marcy Dewitt assisted with the open space at AVICC which was successful and held a table about issues regarding health.

g. Other Reports – No Reports

MOVED: Director Ruttan

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 Jack

SECONDED: Director Banton

THAT this meeting be adjourned at 2:37 pm

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Wendy Thomson,
Acting Chief Administrative Officer

Excellent health and care for everyone,
everywhere, every time.



April 11, 2017

Ref# 18421

Ms. Josie Osborne
Chairperson
Alberni Clayoquot-Regional Hospital District
3008 5th Avenue
Port Alberni, BC V9Y 2E3



Dear Chairperson Osborne:

Thank you for your letter dated March 24, 2017 to Dr. Brendan Carr regarding the process for placing clients in residential care. Dr. Carr has asked that I respond on his behalf. Island Health values the important relationship we have with the Westcoast Native Health Care Society. The Society is an important partner in caring for seniors, especially meeting the needs of First Nations elders in a culturally safe environment.

Island Health must ensure that processes used to determine client placement in residential care are in accordance with Ministry of Health policies, including First Appropriate Bed policy. However, we do endeavour to accommodate individual client needs on a case by case basis. When there are specific circumstances such as placement of couples, aging in place, cultural factors or other unique needs, the care team ensures these are included as part of the care planning for the client. There are occasions, however, when the situation results in placement in a facility that is not preferred, such as an urgent need for care when someone is at risk in the community.

I am confident that the local leadership team would welcome the opportunity to meet with you and the Society to further discuss the concerns that have been brought to you and the Alberni-Clayoquot Regional Hospital District. Please feel free to contact Marie Duperreault at 250-731-1370 x48106 or via email @ Marie.duperreault@viha.ca.

Thank you for taking the time to write to us about your concerns.

Sincerely,

Norm Peters
Executive Director, Residential Services

cc: Dr. Brendan Carr, President & CEO
Suzanne Fox, Executive Director, Geography 2, Island Health
Marie Duperreault, Director, Pt. Alberni/West coast
Tim Orr, Director, Residential Services
Darleen Watts, Westcoast Native Health Care Society
Gord Johns, MP, Courtenay-Alberni
Scott Fraser, MLA, Alberni-Pacific Rim

Surgical Services, Heart Health & Residential Services

Located at: Royal Jubilee Hospital | Memorial Pavilion WW215
Mailing address: 1952 Bay Street | Victoria, BC V8R 1J8 Canada

Tel: 250-370-8898 | Fax: 250-370-8544
viha.ca



REQUEST FOR DECISION

To: Hospital District Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance

Meeting Date: May 10, 2017

Subject: Finance Warrant No. 498

Recommendation:

That the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 498 in the amount of \$144,761.55 dated April 30, 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

Date : May 01, 2017

Page : 1

Time : 11:15 am

Supplier : 0050 To 912
Trans. Date : 01-Apr-2017 To 30-Apr-2017
Cheque Date : 01-Apr-2017 To 30-Apr-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 | | Status | Batch | Medium | Amount | |
|-------------------------|------------------------------------|---------------------|--------|-------|---------|---------|---------|
| Chq/Ref # | Cheque Date | | | | | | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | |
| 1125 | MUNICIPAL FINANCE AUTHORITY | | | | | | |
| EFT-1 | 06-Apr-2017 | | Issued | 12 | E | 5647.41 | |
| 93-1/17 | 01-4-6030-000 | ACCOUNTS PAYABLE | | | 5647.41 | | |
| Invoice Description --> | | DEBENTURE DEBT | | | | | |
| Total : | | | | | 5647.41 | 0.00 | 5647.41 |
| Supplier Total : | | | | | 5647.41 | 0.00 | 5647.41 |

| | | | | | | | |
|-------------------------|--|----------------------------|--------|----|-----------|-----------|-----------|
| 1850 | VANCOUVER ISLAND HEALTH AUTHORITY | | | | | | |
| 1047 | 12-Apr-2017 | | Issued | 10 | C | 139114.14 | |
| APR12/17 | 01-4-6030-000 | ACCOUNTS PAYABLE | | | 139114.14 | | |
| Invoice Description --> | | P-831, P-832, P-833, P-834 | | | | | |
| Total : | | | | | 139114.14 | 0.00 | 139114.14 |
| Supplier Total : | | | | | 139114.14 | 0.00 | 139114.14 |

| | | | | | |
|------------------------------|-------------------|----------------------------------|-----------------|---------------------|-------------------|
| Total Computer Paid : | <u>139,114.14</u> | Total EFT PAP : | <u>5,647.41</u> | Total Paid : | <u>144,761.55</u> |
| Total Manually Paid : | <u>0.00</u> | Total EFT File Transfer : | <u>0.00</u> | | |