



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, AUGUST 24, 2016, 11:00 AM

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

AGENDA

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| 1. <u>CALL TO ORDER</u>
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 27, 2016. | 3-6 |
| <i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on July 27, 2016 be adopted.</i> | |
| 4. <u>INVITED GUESTS - ISLAND HEALTH</u> | |
| 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 | |
| 1. WCGH - Emergency Department Redevelopment – Update
2. WCGH – Overcapacity Plans
3. TGH – Redevelopment – Update
4. TGH – Helipad – Update
5. Bamfield – Helicopter Landing – Update
6. Community Paramedicine - Update | |
| 5. <u>REQUEST FOR DECISIONS & BYLAWS</u> | |
| a. Request for Decision | 7-8 |
| Finance Warrant No. 490 | |
| <i>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.</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. Other Reports

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, JULY 27, 2016

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)
Mike Kokura, Electoral Area “B” (Beaufort)
Tony Bennett, Electoral Area “C” (Long Beach)
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
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)

REGRETS: John Jack, Councillor, Huu-ay-aht First Nation
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Teri Fong, Manager of Finance
Mike Irg, Manager of Planning and Development
Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 3:32 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 Bennett

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting--June 8, 2016

MOVED: Director St. Jacques
SECONDED: Director McNabb

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on June 8, 2016 be adopted

CARRIED

4. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated July 8, 2016 from Tsawaayuus (Rainbow Gardens) Westcoast Native Health Care Society regarding request for letter of support for Westporte Seniors Housing and Related Development Plans**

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors send a letter of support to the Westcoast Native Health Care Society's (WNHCS) initiative to expand Tsawaayuus (Rainbow Gardens) to incorporate 10 new complex care beds and 20 new adaptable housing units for seniors

CARRIED

5. CORRESPONDENCE FOR INFORMATION

- a. **Correspondence July 12, 2016 from Island Health regarding the floating heliport at the Bamfield Health Centre**

MOVED: Director St. Jacques
SECONDED: Director McNabb

THAT this correspondence be received for information.

CARRIED

MOVED: Director Wyton
SECONDED: Director Bennett

THAT the ACRHD Board of Directors forward a letter to Dr. Carr, Island Health, requesting a meeting to discuss a cost/benefit analysis of having the helipad at the Bamfield Health Centre compared to other alternatives and to include the impact to the quality of health services in the Bamfield area.

CARRIED

Director Wyton spoke to the helipad issue. Island Health is taking position they don't want to fund helipad at the Health Centre in Bamfield. Would like to request Island Health to continue to engage with the Community and the Board on this issue.

6. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No.489

MOVED: Director Kokura

SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves Finance Warrant Number 489 in the amount of \$440,707.02 dated June 30, 2016.

CARRIED

7. REPORTS

a. Bamfield Health Centre – K. Wyton

Director Wyton reported good news – The Bamfield Health Centre now has telehealth services available.

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

Director McNabb reported on the Annual General Meeting of the Society. The Financial Report was received. ACRHD Directors will be provided with a copy. The next meeting will be in September.

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

d. West Coast Native Health Care Society – P. Cote

Director Cote provided a brief update on the annual general meeting. The Society is doing well and looking at future developments.

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

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

g. Other Reports

MOVED: Director Bennett

SECONDED: Director McNabb

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

CARRIED

8. UNFINISHED BUSINESS

9. LATE BUSINESS

10. QUESTION PERIOD

11. ADJOURN

MOVED: Director Kokura

SECONDED: Director McLeman

THAT this meeting be adjourned at 3:43 pm.

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Russell Dyson,
Chief Administrative Officer

REQUEST FOR DECISION

TO: Regional Hospital District Board of Directors
FROM: Teri Fong CPA, CGA, Manager of Finance
DATE: August 16, 2016
RE: Finance Warrant No.490

Recommendation:

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves Finance Warrant Number 490 in the amount of \$110,841.28 dated July 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 : Aug 16, 2016 **Time :** 2:59 pm
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-Jul-2016 To 31-Jul-2016
Cheque Date : 01-Jul-2016 To 31-Jul-2016
Cheque No. : All
Batch No. : All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1600	ALBERNI-CLAYOQUOT REGIONAL DISTRICT					
1032	12-Jul-2016	Issued	19	C		18000.00
2016ADMIN	01-4-6030-000	ACCOUNTS PAYABLE		18000.00		
Invoice Description --> 2016 ADMINISTRATION CHARGE						
Total :				18000.00	0.00	18000.00
Supplier Total :				18000.00	0.00	18000.00

1850	VANCOUVER ISLAND HEALTH AUTHORITY					
1033	12-Jul-2016	Issued	19	C		63825.61
JULY 12/16	01-4-6030-000	ACCOUNTS PAYABLE		63825.61		
Invoice Description --> P180, P181, P182, E1-183						
Total :				63825.61	0.00	63825.61
1034	29-Jul-2016	Issued	20	C		29015.67
JULY27/16E1	01-4-6030-000	ACCOUNTS PAYABLE		14241.58		
Invoice Description --> E1-241						
JULY27/16P	01-4-6030-000	ACCOUNTS PAYABLE		14774.09		
Invoice Description --> P-238, P-239, P-240						
Total :				29015.67	0.00	29015.67
Supplier Total :				92841.28	0.00	92841.28

Total Computer Paid :	<u>110,841.28</u>	Total EFT PAP :	<u>0.00</u>	Total Paid :	<u>110,841.28</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		