



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, OCTOBER 12, 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 – September 14, 2016	3-6
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on September 14, 2016 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	7-8
News Release – Request for Proposals issued for Port Alberni – West Coast residential care beds	
<i>THAT this correspondence be received for information.</i>	
7. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
a. Request for Decision	9-10
Finance Warrant No. 492	
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves Finance Warrant Number 492 in the amount of \$81,031.62 dated September 30, 2016.</i>	

8. REPORTS

- a. Bamfield Health Centre – K. Wyton
- b. Alberni-Clayoquot Continuing Care Society – J. McNabb
- c. Island Health Capital Planning Committee – P. Cote
 - October 7, 2016 Meeting
- 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.

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, SEPTEMBER 14, 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)
John Jack, Councillor, Huu-ay-aht First Nation
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
Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)

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 2:28 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 Jack

SECONDED: Director McLeman

THAT the agenda be approved as circulated with the addition of late item from Mr. Joe Murphy, Vice-President, Planning and Operations Support, Island Health regarding offer of technical expertise for Bamfield helipad.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – August 24, 2016

MOVED: Director Jack
SECONDED: Director McCarthy

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on August 24, 2016 be adopted

CARRIED

b. Hospital District Board of Directors and Island Health Representative's Meeting – August 24, 2016

MOVED: Director Jack
SECONDED: Director Banton

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.

CARRIED

4. CORRESPONDENCE FOR ACTION

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.

MOVED: Director McLeman
SECONDED: Director Osborne

THAT this correspondence be received.

CARRIED

5. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant 491

MOVED: Director Kokura
SECONDED: Director Jack

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

CARRIED

6. REPORTS

- a. **Bamfield Health Centre – K. Wyton – No Report**
- b. **Alberni-Clayoquot Continuing Care Society – J. McNabb – No Report**
- 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 there will be a community meeting in October for people affected by re-establishment of the helipad. More details to come.
- f. **Alberni-Clayoquot Health Network – P. Cote/M. Ruttan**

The Chairperson provided highlights of the ACH Network from the Spring/Summer 2016.

- g. **Teleconference with Joe Murphy, VIHA Vice President and Chairperson Penny Cote - September 1, 2016.**

MOVED: Director Bennett
SECONDED: Director McLeman

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

CARRIED

7. UNFINISHED BUSINESS

8. LATE BUSINESS

- a. **Mr. Joe Murphy, Offer to work with the Alberni-Clayoquot Regional Hospital District by providing technical expertise in the area of a helipad in Bamfield.**

MOVED: Director Wyton
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors refer the offer of technical expertise from Mr. Joe Murphy for the helipad in Bamfield to Regional District staff and report back to the Board on implications on entering into this arrangement with Mr. Joe Murphy.

CARRIED

9. QUESTION PERIOD

10. ADJOURN

MOVED: Director Bennett

SECONDED: Director Kokura

THAT this meeting be adjourned at 2:44 pm.

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Russell Dyson,
Chief Administrative Officer

From: Wilson, Valerie (Communications) [<mailto:Valerie.Wilson@viha.ca>]

Sent: Friday, September 30, 2016 10:30 AM

To: Wilson, Valerie (Communications)

Subject: Island Health News: Request for Proposals issued for Port Alberni—West Coast residential care beds

viha.ca/news



NEWS RELEASE

FOR IMMEDIATE RELEASE
September 30, 2016

Request for Proposals issued for Port Alberni—West Coast residential care beds

Port Alberni— As part of its commitment to improving access to care for seniors and other people who need residential care, Island Health is pleased to announce a Request for Proposals (RFP) for 10-12 new residential care beds to be located in the Port Alberni -West Coast region.

The RFP seeks submissions from proponents to own and operate the beds in the Port Alberni – West Coast region. Residential care beds provide 24/7 community-based care and support for people with complex care needs who are no longer able to live at home independently or with supports. This includes the frail and elderly, and those with dementia, whose needs may change over time.

The residential care beds are expected to open in early 2019, and represent an important investment in seniors' health and care in Port Alberni. Island Health will provide annual operating funding through a service agreement with the successful proponent. The exact number of beds will be known once proposals are received and evaluated, with a minimum of 10 new beds to be provided.

The RFP can be viewed on BC Bid at www.bcbid.ca until Nov. 30, 2016.

Island Health provides health care and support services to more than 765,000 people on Vancouver Island, the islands in the Salish Sea and the Johnstone Strait, and the mainland communities north of Powell River. For more information, visit www.viha.ca, follow us on Twitter @VanIslandhealth or like us on Facebook at www.facebook.com/VanIslandHealth/

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Media inquiries:

Valerie Wilson

Director, Communications and Engagement

Island Health

Phone: 250.739.6303

Email: valerie.wilson@viha.ca

REQUEST FOR DECISION

TO: Regional Hospital District Board of Directors
FROM: Teri Fong CPA, CGA, Manager of Finance
DATE: October 3, 2016
RE: Finance Warrant No.492

Recommendation:

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves Finance Warrant Number 492 in the amount of \$81,031.62 dated September 30, 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 : Oct 03, 2016 **Time :** 8:10 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-Sep-2016 To 30-Sep-2016
Cheque Date : 01-Sep-2016 To 30-Sep-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	
1850	VANCOUVER ISLAND HEALTH AUTHORITY					
1036	06-Sep-2016	Issued	24	C		50442.94
SEPT6/16	01-4-6030-000	ACCOUNTS PAYABLE		50442.94		
Invoice Description --> P-323, P-327, P-328, P-329						
Total :				50442.94	0.00	50442.94
1037	28-Sep-2016	Issued	25	C		30588.68
SEP28/16	01-4-6030-000	ACCOUNTS PAYABLE		30588.68		
Invoice Description --> E2-360, P-357, P-359, P-358						
Total :				30588.68	0.00	30588.68
Supplier Total :				81031.62	0.00	81031.62

Total Computer Paid :	<u>81,031.62</u>	Total EFT PAP :	<u>0.00</u>	Total Paid :	<u>81,031.62</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		