



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 12, 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 – March 8, 2017 | 3-7 |
| <i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on March 8, 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 | 8-9 |
| Finance Warrant No. 497 | |
| <i>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.</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, MARCH 8, 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

Keith Wyton, 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)

John McNabb, Director, Electoral Area "E" (Beaver 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, Yuułuꞵiꞵatḥ Government

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

REGRETS:

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Lucas Banton, Director, Electoral Area "F" (Cherry Creek)

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 3:40 pm.

The Chairperson recognized the meeting this afternoon being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: Director McLeman

SECONDED: Director Cote

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting - February 8, 2017

MOVED: Director Cote
SECONDED: Director McLeman

THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on February 8, 2017 be adopted.

CARRIED

4. CORRESPONDENCE FOR ACTION

a. Correspondence dated February 27, 2017 from Tsawaayuus (Rainbow Gardens) regarding a request that the Board of Directors forward a letter to the Vancouver Island Health Authority commenting on the inadequate process used to place community members in long term care.

MOVED: Director Jack
SECONDED: Director Cote

THAT Alberni-Clayoquot Regional Hospital District Board of Directors forward the letter from Rainbow Gardens to the Vancouver Island Health Authority concerning the process used to place community members in long- term care and include a cover letter requesting a direct response to the ACRHD.

CARRIED

5. CORRESPONDENCE FOR INFORMATION

6. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding 2017 Annual Budget.

MOVED: Director Jack
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors give second reading to Bylaw 122, cited as "Alberni-Clayoquot Regional Hospital District 2017 Annual Budget Bylaw No. 122".

CARRIED

MOVED: Director Jack
SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors give third reading to Bylaw 122, cited as “Alberni-Clayoquot Regional Hospital District 2017 Annual Budget Bylaw No. 122”.

CARRIED

*MOVED: Director Bennett
SECONDED: Director Cote*

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors adopt Bylaw 122, cited as “Alberni-Clayoquot Regional Hospital District 2017 Annual Budget Bylaw No. 122”.

CARRIED

7. REPORTS

a. Bamfield Health Centre – K. Wyton

Director Wyton reported on outstanding issues with respect to emergency transportation in the Bamfield area. A letter was forwarded to Island Health to consider the heli-pad at the Bamfield Health Centre. No response to date. Director Wyton expressed concerns with the major gap in health services in the Bamfield area.

*MOVED: Director Wyton
SECONDED: Director St. Jacques*

THAT the ACRHD write a letter to the BC Ambulance Service concerning the lack of emergency transportation services in Bamfield and request they post a crew in Bamfield as soon as possible to address this gap in service.

CARRIED

*MOVED: Director Bennett
SECONDED: Director Wyton*

THAT the ACRHD Board of Directors forward a letter to appropriate Ministry staff requesting a meeting with the Director of Bamfield, Chair of ACRHD and ACRD and regional district staff to discuss the urgent issue of emergency medical transportation in Bamfield.

CARRIED

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

Director McNabb reported on the recent meeting. They are still in discussions with Island Health for the dementia unit. A staff appreciation night is being held at Chances Rim Rock on March 22nd.

c. IH Capital Planning Committee – J. Osborne

- October 7, 2016 Minutes from the Island Health & Vancouver Island Regional Hospital Districts Semi-Annual Joint Planning Meeting & Attachments.

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

Director Cote reported plans are underway for construction of seniors low cost housing.

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

Director St. Jacques reported on a meeting her and Chairperson Osborne attended with the new Director at Tofino General Hospital. They have had some forward movement on the heli-pad. The District of Ucluelet is working with Island Health to develop a Health Centre in Ucluelet.

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

Director Cote reported the Health Network meets next Wednesday. At the upcoming AVICC Convention there will be an open space on Health Networks.

g. Other Reports – No Reports

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 Ruttan

SECONDED: Director Bennett

THAT this meeting be adjourned at 4:02 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer



REQUEST FOR DECISION

To: Hospital District Board of Directors

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

Meeting Date: April 12, 2017

Subject: Finance Warrant No. 497

Recommendation:

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.

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 : Apr 05, 2017

Page : 1

Time : 2:39 pm

Supplier : 0050 To 912
 Trans. Date : 01-Mar-2017 To 31-Mar-2017
 Cheque Date : 01-Mar-2017 To 31-Mar-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						
1044	02-Mar-2017		Issued	5	C	109645.05	
MAR1/2017	01-4-6030-000	ACCOUNTS PAYABLE			109645.05		
Invoice Description --> P680, P681, P682, P683, P684, P685, P686							
Total :					109645.05	0.00	109645.05
1045	15-Mar-2017		Issued	7	C	96538.35	
MARCH8/17	01-4-6030-000	ACCOUNTS PAYABLE			96538.35		
Invoice Description --> P-710, P-711, P-712, P-738, E1-713							
Total :					96538.35	0.00	96538.35
1046	22-Mar-2017		Issued	8	C	47751.32	
MAR21/17	01-4-6030-000	ACCOUNTS PAYABLE			47751.32		
Invoice Description --> P741, P742, P744, E2-743							
Total :					47751.32	0.00	47751.32
Supplier Total :					253934.72	0.00	253934.72

Total Computer Paid :	<u>253,934.72</u>	Total EFT PAP :	<u>0.00</u>	Total Paid :	<u>253,934.72</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		