



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JUNE 13, 2018

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 – May 9, 2018	3-5
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on May 9, 2018 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	6-7
News Release – Island Health Invests in Improvements at West Coast General Hospital.	
<i>THAT this correspondence be received for information.</i>	
7. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
a. Request for Decision	8-9
Finance Warrant No. 511	
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 511 in the amount of \$75,738.42 dated May 31, 2018.</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 – P. Cote/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, MAY 9, 2018

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)

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, YuułuꞀiꞀath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Councillor, Toquaht Nation

STAFF PRESENT:

Douglas Holmes, Chief Administrative Officer

Teri Fong, Manager of Finance

Alex Dyer, Planner

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 3:24 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 McCarthy

SECONDED: Director Jack

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **Board of Directors Meeting – April 11, 2018**

MOVED: Director Ruttan
SECONDED: Director Jack

THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on April 11, 2018 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. 510.

MOVED: Director Kokura
SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 510 in the amount of \$5,647.41 dated April 30, 2018.

CARRIED

b. Request for Decision regarding Alberni-Clayoquot Regional Hospital District Financial Statements.

MOVED: Director Jack
SECONDED: Director McCarthy

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approve the 2017 Audited Financial Statements for the Alberni-Clayoquot Regional Hospital District as presented.

CARRIED

8. REPORTS

a. Bamfield Health Centre – K. Wyton

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

Director McNabb reported on the Society meeting held on April 24th.

c. IH Capital Planning Committee – P. Cote/J. Osborne – No Report

d. West Coast Native Health Care Society – P. Cote – No Report

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

The Chairperson reported that the Hospital Foundation on the west coast is forging ahead with a sub-committee for the replacement of Tofino General Hospital. The sub-committee met with a consultant that does campaign and philanthropy work. The sub-committee will be meeting again soon to prepare for discussions with Island Health and the Ministry of Health.

f. Alberni-Clayoquot Health Network – P. Cote/J. Osborne – No Report

g. Other Reports

- Information Report – Discussion Topics for meetings with Island Health

MOVED: Director Bennett

SECONDED: Director Banton

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 McLeman

SECONDED: Director Jack

THAT this meeting be adjourned at 3:39 pm

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Wendy Thomson,
Manager of Administrative Services

Subject: FW: Island Health News: Island Health invests in improvements at West Coast General Hospital

From: "Cummins, Shari" <Shari.Cummins@VIHA.CA>
Subject: Island Health News: Island Health invests in improvements at West Coast General Hospital
Date: May 15, 2018 at 11:16:51 AM PDT
To: Undisclosed recipients;

viha.ca/news



NEWS RELEASE

FOR IMMEDIATE RELEASE
Friday, May 15, 2018

Island Health invests in improvements at West Coast General Hospital

ST ALBERNI – Staff and patients at West Coast General Hospital will benefit from two renovation projects set to begin in June.

Island Health is preparing to complete a two-patient room in the Labour, Delivery, Recovery and Postpartum (LDRP) unit and make changes in the pharmacy to replace flooring and renovate a separation room.

The LDRP project will increase the space dedicated to caring for mothers and infants to provide a better patient care experience. The pharmacy project will assure patients that they are prepared to the highest standard of quality and safety.

"We're very pleased to move forward with these renovations," said Pam Rardon, WCGH Executive Director. "This is a valuable investment in West Coast General Hospital that will enhance our ability to care for patients."

The value of the two projects is estimated at \$650,000. The renovations are expected to take approximately four months to complete, wrapping up in the fall 2018.

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Media contact:

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REQUEST FOR DECISION

To: Hospital District Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: June 13, 2018
Subject: Finance Warrant No. 511

Recommendation:

That the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 511 in the amount of \$75,738.42 dated May 31, 2018.

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 : Jun 04, 2018

Page : 1

Time : 4:13 pm

Supplier : 0050 To 912
Trans. Date : 01-May-2018 To 31-May-2018
Cheque Date : 01-May-2018 To 31-May-2018
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					
1061	02-May-2018	Issued	10	C		42230.23
MAY2/18	01-4-6030-000	ACCOUNTS PAYABLE		42230.23		
Invoice Description --> P692, P693, P694, P695, P696						
Total :				42230.23	0.00	42230.23
1062	23-May-2018	Issued	12	C		33508.19
MAY23/18	01-4-6030-000	ACCOUNTS PAYABLE		33508.19		
Invoice Description --> E1-026, P-014, P-015, P-036, P-037, P-038						
Total :				33508.19	0.00	33508.19
Supplier Total :				75738.42	0.00	75738.42

Total Computer Paid :	<u>75,738.42</u>	Total EFT PAP :	<u>0.00</u>	Total Paid :	<u>75,738.42</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		