



Alberni-Clayoquot Regional Hospital District

**Regular Board of Directors Meeting
Wednesday, January 11, 2012**

**Time: Immediately following
Committee-of-the-Whole Meeting**

**Place: Regional District Board Room,
3008 5th Avenue,
Port Alberni, BC**

Agenda

- 1. CALL TO ORDER:**
- 2. PETITION, DELEGATIONS & PRESENTATIONS:**
- 3. ADOPTION OF MINUTES:**
 - a. Meeting of December 9, 2011 1-3
- 4. COMMUNICATIONS/CORRESPONDENCE
FOR ACTION:**
- 5. COMMUNICATIONS/CORRESPONDENCE
FOR INFORMATION:**
 - a. City of Port Alberni to Vancouver Island Health Authority
Re: Full Time Operation of the CT Scan Unit at West Coast
General Hospital 4-6
- 6. ADMINISTRATION:**
 - a. Request for Decision
Re: 2012 Committee Appointments 7-8
- 7. REPORTS:**
 - a. Bamfield Outpost Hospital – E. Geall
 - b. Alberni-Clayoquot Continuing Care Society

- c. Vancouver Island Health Authority Capital Planning Committee
- d. West Coast Native Health Care Society – P. Cote
- e. Tofino General Hospital –P. Schmunk/B. Irving

8. FINANCES:

- a. Administrative Memo
Re: Finance Warrant No 447.9-11

9. UNFINISHED BUSINESS:

10. NEW BUSINESS:

11. QUESTION PERIOD:

12. ADJOURNMENT:



ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

**BOARD OF DIRECTORS MEETING
MINUTES**

FRIDAY, DECEMBER 9, 2011

REGIONAL DISTRICT BOARD ROOM

Present: Chairperson: Cindy Solda, Directors: Tony Bennett, Penny Cote, John Douglas, Bill Irving, Mike Kokura, John McNabb, Stefan Ochman, Perry Schmunk, Glenn Wong.

Staff: Russell Dyson, Chief Administrative Officer, Wendy Thomson, Manager of Administrative Services, Teri Fong, Manager of Finance, Mike Irg, Manager of Planning and Development, Carla Connelly, Planner.

Other: Eric Geall, Bamfield, BC

1. The meeting was called to order at 3:40 p.m.

ADOPTION OF MINUTES

2. *Moved by M. Kokura, seconded by T. Bennett, "That the minutes from the regular Board of Directors meeting held on November 9, 2011 be adopted as circulated."*

"Carried"

COMMUNICATIONS/CORRESPONDENCE FOR INFORMATION

3. *Moved by M. Kokura, seconded by B. Irving, "That the correspondence from the Vancouver Island Health Authority regarding Family Physicians and Development of a Walk in Clinic in the Alberni Valley and RFP for Local Healthy Food Projects be received."*

"Carried"

ADMINISTRATION

4. Request for Decision regarding Grant Application to Support the Alberni-Clayoquot Health Network.

Moved by S. Ochman, seconded by M. Kokura, "That the Alberni-Clayoquot Regional Hospital District Board of Directors apply to the Vancouver Island Health Authority for a \$75,000.00 grant to support the activities and continued development of the Alberni-Clayoquot Health Network and a 0.5 FTE contract position to function as the local Community Development Facilitator."

"Carried"

1

FINANCE

5. Administrative Memo regarding Finance Warrant No. 446.
Moved by S. Ochman, seconded by M. Kokura, "That the Regional Hospital District Board of Directors approve Finance Warrant No. 446 in the amount of \$41,015.86 dated December 1, 2011."

"Carried"
6. Administrative Memo regarding Regional Hospital District 2012 Provision Budget.
Moved by B. Irving, seconded by G. Wong, "That the Alberni-Clayoquot Regional Hospital District Board of Directors adopt Bylaw 111, cited as Alberni-Clayoquot Regional Hospital District 2012 Provisional Budget."

"Carried"
7. *Moved by B. Irving, seconded by T. Bennett, "That Bylaw 111, Alberni-Clayoquot Regional Hospital District 2012 Provision Budget be read a first time."*

"Carried"
8. *Moved by M. Kokura, seconded by S. Ochman, "That Bylaw 111, Alberni-Clayoquot Regional Hospital District 2012 Provision Budget be read a second time."*

"Carried"
9. *Moved by J. McNabb, seconded by T. Bennett, "That Bylaw 111, Alberni-Clayoquot Regional Hospital District 2012 Provision Budget be read a third time."*

"Carried"
10. *Moved by M. Kokura, seconded by T. Bennett, "That Bylaw 111, Alberni-Clayoquot Regional Hospital District 2012 Provision Budget be adopted."*

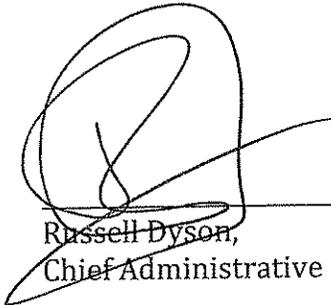
"Carried"
11. *Moved by T. Bennett, seconded by J. McNabb, "That this meeting now stand adjourned."*

"Carried"
12. The meeting adjourned at 3:45 p.m.

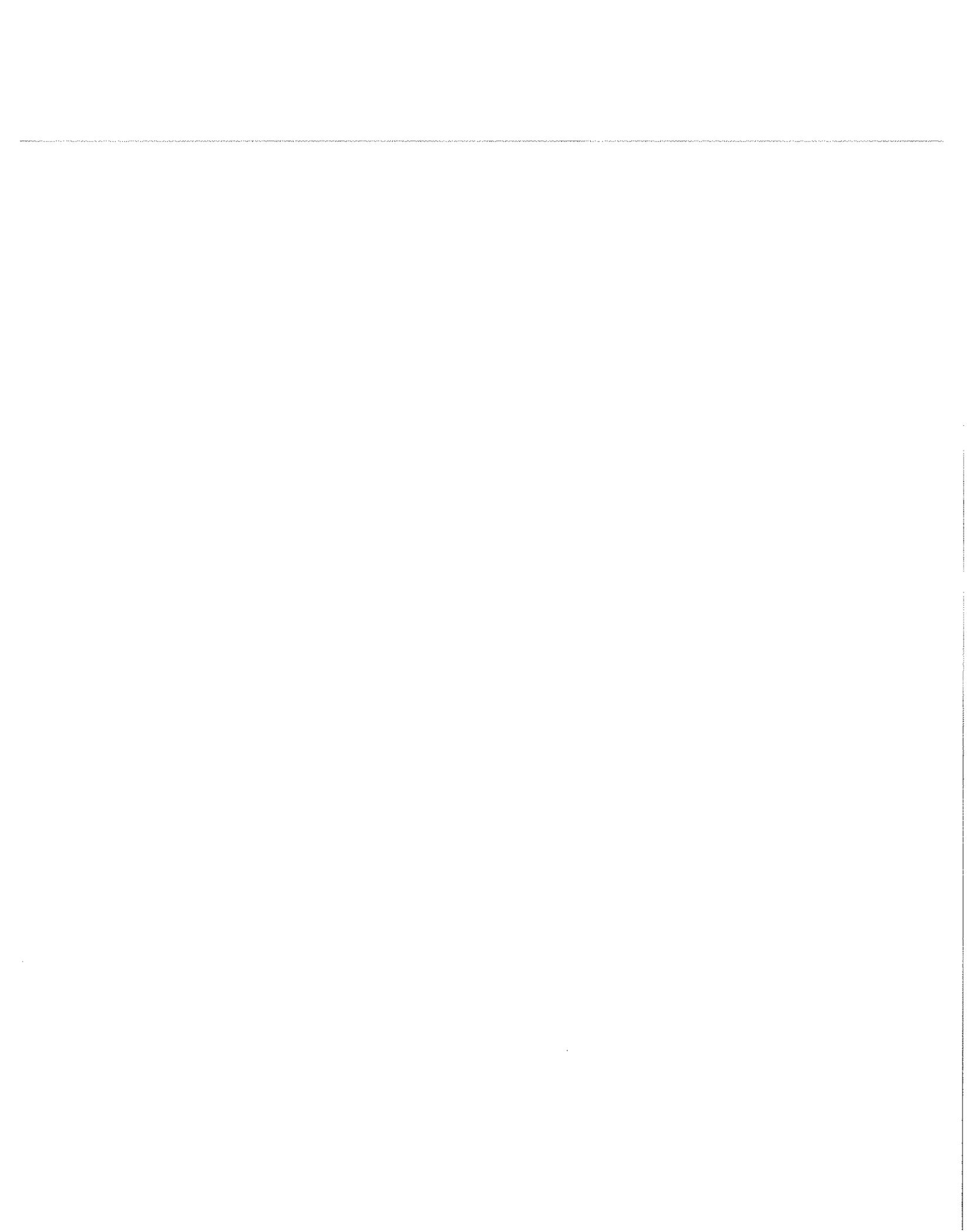
ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT
BOARD OF DIRECTORS MINUTES – FRIDAY, DECEMBER 9, 2011

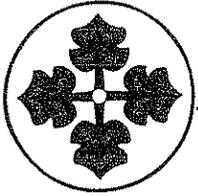
Certified Correct:

Cindy Solda,
Chairperson



Russell Dyson,
Chief Administrative Officer





CITY OF PORT ALBERNI

COPY

City Hall
4850 Argyle Street,
Port Alberni, B.C. V9Y 1V8
Telephone: 250-723-2146
www.portalberni.ca

Fax: 250-723-1003

December 14, 2011

Vancouver Island Health Authority
1952 Bay Street
Victoria, BC V8R 1J8

ATTN: Catherine Mackay
Executive Vice-President & Chief Operating Officer



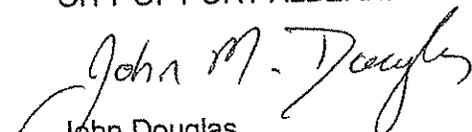
Dear Ms. Mackay:

Further to previous correspondence (copies attached) regarding the need for full time operation of the CT Scan Unit at West Coast General Hospital (WCGH), we would like to address this issue with you once again.

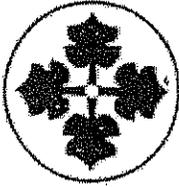
At a regular meeting of Council on December 12th, 2011, Council for the City of Port Alberni received a delegation from local resident Melissa Netzer. Melissa outlined the very unfortunate circumstance regarding her mother (Linda McLaren) who was rushed to WCGH with severe chest pains six months ago. After being cleared for cardiac concern but obviously requiring a CT scan to diagnose what was then thought by Doctors to be a rupturing aortic/abdominal thoracic aneurysm, Mrs. McLaren was sent by ambulance to NRGH as the CT unit at WCGH was not in operation. This was several hours after her admission to WCGH and sadly she died in the ambulance en route to Nanaimo.

This situation clearly outlines the need for full-time CT Scan Unit operation at WCGH, 24 hours per day, 7 days per week. You indicated in your letter of May 26th that VIHA will "continue to monitor CT scan wait times and to balance services where possible." We would urge VIHA to provide full service to patients in our region and ensure full-time operation of the CT Scan Unit.

Yours truly,
CITY OF PORT ALBERNI


John Douglas
Mayor

- c. Glenn Wong, Chair, ACRD
- Cindy Solda, Vice-Chair, ACRD
- Howard Waldner, President & CEO, VIHA
- Melissa Netzer via email



CITY OF PORT ALBERNI

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4850 Argyle Street,
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Fax: 250-723-1003

FILE COPY

March 2, 2011

Vancouver Island Health Authority
1962 Bay Street
Victoria, BC V8R 1J8

ATTN: Catherine Mackay
Executive Vice-President & Chief Operating Officer

Dear Ms. Mackay:

Council for the City of Port Alberni received your letter dated February 14th, 2011 at their regular meeting of February 28th.

With regards to the CT Scan Unit at West Coast General Hospital (WCGH), Council encourages VIHA to continue to increase the operating hours of this unit in order to ensure continued support to patients in our region on a full time basis, 24 hour per day, 7 days per week.

Council would also like to reiterate its interest in reinstating the pain clinic at WCGH in order to better serve the residents in our area who are suffering from chronic pain and who may be unable to travel the distance to Nanaimo.

Your letter indicates that an extensive review of health services is being undertaken from Parksville to Tofino with a view to determining the need for current future services and we look forward to these discussions in the very near future.

Yours truly,
CITY OF PORT ALBERNI


Ken McRae
Mayor

c. Glenn Wong, Chair, ACRD
Howard Weidner, President & CEO, VIHA

J:\Clerks\Confidential\Administration\Mayor\Letters\2011\VIHA_CT scan_Pain Clinic_Mar2.dgs.docx



RECEIVED

JUN 10 2011

CITY OF PORT ALBERNI

May 26, 2011

Ref # 12009

Mayor Ken McRae
City of Port Alberni
4850 Argyle St
Port Alberni BC V9Y 1V8

Dear Mayor McRae:

Thank you for your letter of March 02, 2011 encouraging VIHA to continue to increase the operating hours of the CT scan service at West Coast General Hospital (WCGH).

The Vancouver Island Health Authority (VIHA) agrees that this is a very important service for your community. We continuously measure and monitor these services and wait times for the whole island.

VIHA will continue to monitor CT scan wait times and to balance services where possible. .

Thank you again for writing.

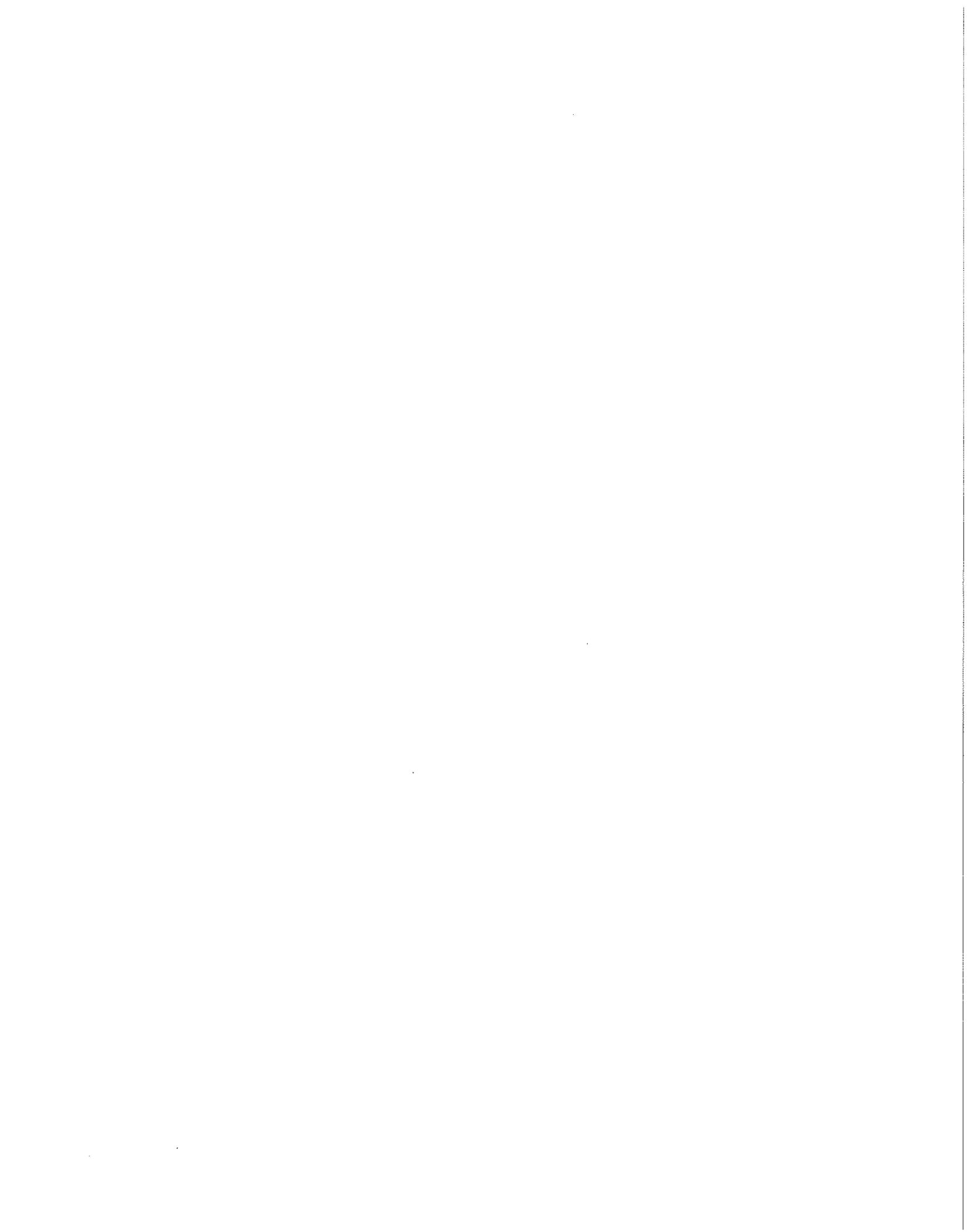
Sincerely,

Catherine Mackay
Executive Vice President & Chief Operating Officer

ENTERED

Executive Office

located at 2101 Richmond Avenue, Victoria, B.C., Canada V8R 4R7 • Tel: (250) 370-8699 • Fax (250) 370-8750
mailing address: 1952 Bay Street, Victoria, B.C., Canada V8R 1J8





REQUEST FOR DECISION

To: Alberni-Clayoquot Regional Hospital District
Board of Directors

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: January 11, 2012

Subject: 2012 Committee Appointments

Recommendation:

That the Alberni-Clayoquot Regional Hospital District Board of Directors approve the 2012 Committee Appointments as presented.

Desired Outcome:

To make appointments to Alberni-Clayoquot Regional Hospital District (ACRHD) internal committees and external boards, agencies and commissions for 2012.

Summary:

In January of every year the ACRHD Board of Directors make appointments to its' internal committees and external boards, committees, agencies and commissions.

The attached 2012 committee list was drafted with input from the Chairperson of the Regional Hospital District and is submitted for consideration by the Regional Hospital District Board of Directors.

Time Requirements – Staff & Elected Officials:

Minimal staff and elected officials time.

Financial:

As per the ACRD Board Remuneration and Expenses Bylaw, Directors receive remuneration for all committee meetings they attend in which they have been appointed to by the Board of Directors.

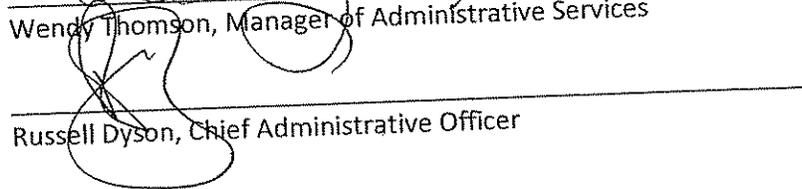
Policy or Legislation:

ACRD Policy

Submitted by:


Wendy Thomson, Manager of Administrative Services

Approved by:


Russell Dyson, Chief Administrative Officer



**Alberni-Clayoquot Regional Hospital District
2012 Committee Appointments**

Health Advisory Committee

- Cindy Solda, Chairperson
- Glenn Wong
- Ken McRae
- John Douglas
- Perry Schmunk
- Gillian Trumper
- Ellen Brown, (WCGH)
- Sandi Lightfoot/Linda Dolan, (WCGH Foundation)
- Barb Simmons, (PA Home & Community Care)
- Elaine Higgins, (WCGH Auxiliary)
- Bev Denning, (PRHCC/SOS)
- NTC Representative

Alberni-Clayoquot Continuing Care Society

- Penny Cote

Pacific Rim Medical Services Cooperative

- Glenn Wong

West Coast Native Health Care Society

- Penny Cote

Alberni-Clayoquot Health Network Administration Committee

- Cindy Solda, Chairperson
- Glenn Wong
- Patty Edwards
- Caryl Harper, (VIHA)
- Alice Schoffer, (AV Social Planning Council)
- Darren Saare (PA Home & Community Care)
- Gillian Trumper, (Health Advisory Committee)
- Kathryn Kilpatrick (Tofino General Hospital)
- Ken Watts (Tseshaht First Nation)
- Marcie DeWitt (Coastal Family Resources Coalition)
- Shaunee Casavant, (Tsawaayuus/Rainbow Gardens)
- David Peterson, (Min. of Social Development)

VIHA Capital Planning Committee

- John Douglas
- Cindy Solda



MEMORANDUM

TO: Regional Hospital District Board of Directors
FROM: Teri Fong, CGA, Manager of Finance
DATE: January 4, 2011
RE: Finance Warrant No.447

Recommendation:

That the Regional Hospital District Board of Directors approves Finance Warrant Number 447 in the amount of \$652,378.94 dated December 31, 2011.

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

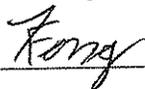
4. POLICY OR LEGISLATIVE – none

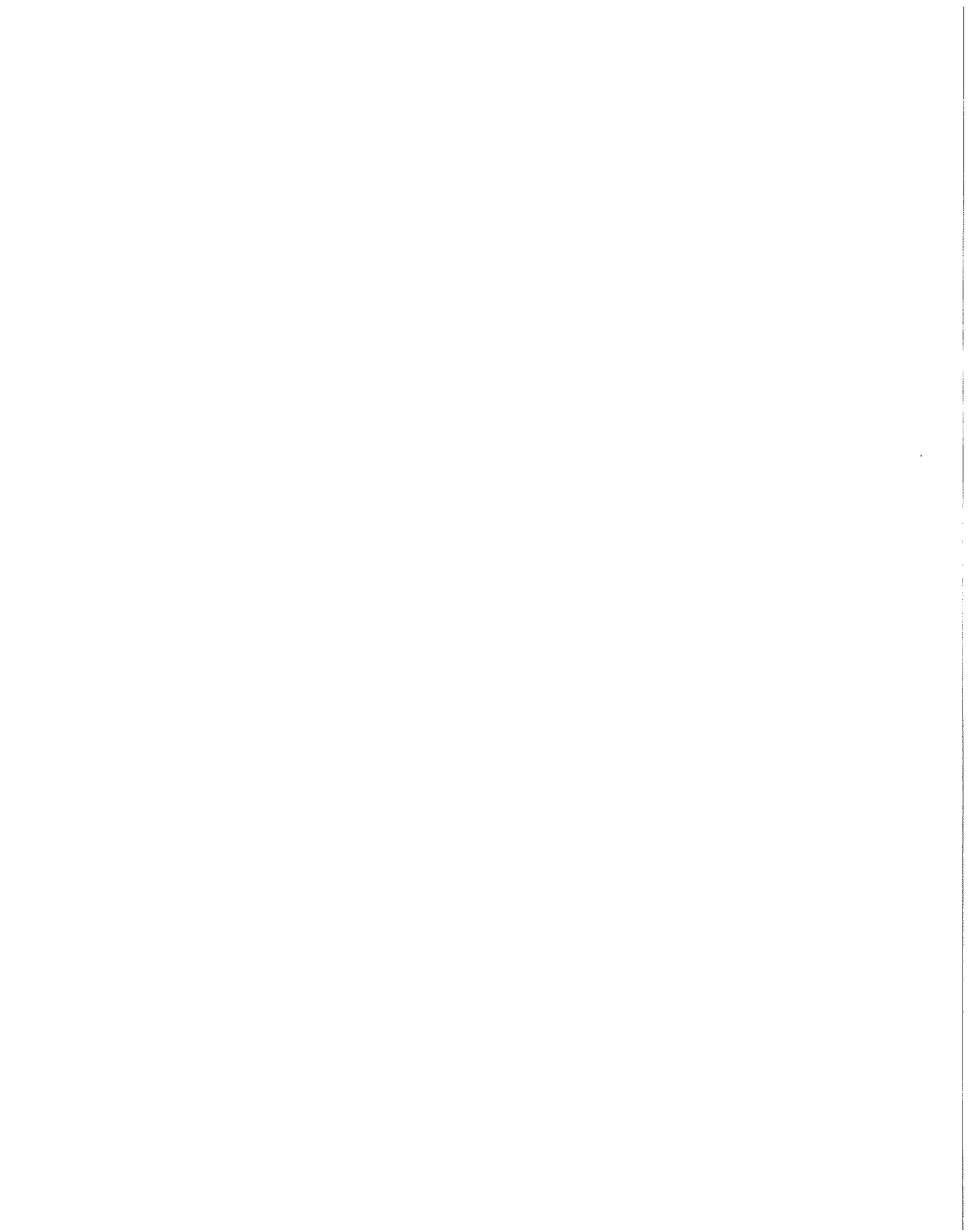
5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

Improve financial controls by increasing the transparency of the Hospital District's financial affairs.

6. COMMUNICATIONS ISSUES - none

Submitted by: Teri Fong, CGA, Manager of Finance





Alberni-Clayoquot Regional Hospital
Cheque Register - Detail - Supp.



AP5100

Date : Jan 04, 2012

Page : 1

Time : 11:48 am

Supplier : 0050 To 912
 Trans. Date : 01-Dec-2011 To 31-Dec-2011
 Cheque Date : 01-Dec-2011 To 31-Dec-2011
 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			Debit	Credit	
Invoice No.	Account No.	Account Description				
1125	MUNICIPAL FINANCE AUTHORITY	Issued	30	E	9207.34	
EFT-39	03-Dec-2011			9207.34		
79-2/2011	01-3-5010-000	CASH IN BANK				
Invoice Description --> DEBENTURE DEBT						
Total :				9207.34	0.00	9207.34
EFT-40	03-Dec-2011	Issued	30	E	25061.71	
78-2/2011	01-3-5010-000	CASH IN BANK		25061.71		
Invoice Description --> DEBENTURE DEBT						
Total :				25061.71	0.00	25061.71
EFT-41	01-Dec-2011	Issued	30	E	24572.92	
77-2/2011	01-3-5010-000	CASH IN BANK		24572.92		
Invoice Description --> DEBENTURE DEBT						
Total :				24572.92	0.00	24572.92
EFT-42	01-Dec-2011	Issued	30	E	265057.54	
75-2/2011	01-3-5010-000	CASH IN BANK		265057.54		
Invoice Description --> DEBENTURE DEBT						
Total :				265057.54	0.00	265057.54
EFT-43	01-Dec-2011	Issued	30	E	202315.86	
73-2/2011	01-3-5010-000	CASH IN BANK		202315.86		
Invoice Description --> DEBENTURE DEBT						
Total :				202315.86	0.00	202315.86
EFT-44	01-Dec-2011	Issued	30	E	48011.58	
72-2/2011	01-3-5010-000	CASH IN BANK		48011.58		
Invoice Description --> DEBENTURE DEBT						
Total :				48011.58	0.00	48011.58
EFT-45	01-Dec-2011	Issued	30	E	60824.25	
71-2/2011	01-3-5010-000	CASH IN BANK		60824.25		
Invoice Description --> DEBENTURE DEBT						
Total :				60824.25	0.00	60824.25
EFT-46	09-Dec-2011	Issued	30	E	2081.45	
623-2/2011	01-3-5010-000	CASH IN BANK		2081.45		
Invoice Description --> DEBENTURE DEBT						
Total :				2081.45	0.00	2081.45
EFT-47	09-Dec-2011	Issued	30	E	2611.20	
610-2/2011	01-3-5010-000	CASH IN BANK		2611.20		
Invoice Description --> DEBENTURE DEBT						
Total :				2611.20	0.00	2611.20

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Alberni-Clayoquot Regional Hospital
Cheque Register - Detail - Supp.



AP5100

Page : 2

Date : Jan 04, 2012

Time : 11:48 am

Supplier : 0050 To 912
 Trans. Date : 01-Dec-2011 To 31-Dec-2011
 Cheque Date : 01-Dec-2011 To 31-Dec-2011
 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						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
EFT-48	10-Dec-2011	Issued	30	E			2778.30
538-2/2011	01-3-5010-000	CASH IN BANK		2778.30			
Invoice Description -->		DEBENTURE DEBT					
Total :				2778.30	0.00		2778.30
EFT-49	11-Dec-2011	Issued	30	E			9856.79
518-2/2011	01-3-5010-000	CASH IN BANK		9856.79			
Invoice Description -->		DEBENTURE DEBT					
Total :				9856.79	0.00		9856.79
Supplier Total :				652378.94	0.00		652378.94

Total Computer Paid :	<u>0.00</u>	Total EFT PAP :	<u>652,378.94</u>	Total Paid :	<u>652,378.94</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		

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