



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JULY 10, 2013

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>	
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 – June 12, 2013	3-6
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on June 12, 2013 be adopted.</i>	
4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS</u>	
5. <u>CORRESPONDENCE FOR ACTION</u>	
6. <u>CORRESPONDENCE FOR INFORMATION</u>	
a. VANCOUVER ISLAND HEALTH AUTHORITY	
Ambulance Service for Bamfield	7
Oceanside Health Centre	8-11
Welcome to TELEHEALTH	12-13
7. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
a. Request for Decision	
Finance Warrant No. 464	14-16
<i>THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 464 in the amount of \$556,273.55 dated June 30, 2013.</i>	
8. <u>REPORTS</u>	
a. Bamfield Outpost Hospital – E. Geall	
b. Alberni-Clayoquot Continuing Care Society – J. McNabb	

- c. VIHA Capital Planning Committee – P.Cote/C. Solda
- d. West Coast Native Health Care Society – P. Cote
- e. Tofino General Hospital – J. Osborne/B. Irving
- f. Alberni-Clayoquot Health Network – P. Cote
- 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, JUNE 12, 2013

Ucluelet Community Centre, 500 Matterson Drive, Ucluelet, BC

DIRECTORS PRESENT: Penny Cote, Chairperson, Chairperson, Electoral Area “D” (Sproat Lake)
Cindy Solda, Vice-Chair, Councillor, City of Port Alberni
Eric Geall, Electoral Area “A” (Bamfield)
Mike Kokura, Electoral Area “B” (Beaufort)
Tony Bennett, Electoral Area “C” (Long Beach)
John McNabb, Electoral Area “E” (Beaver Creek)
Lucas Banton, Electoral Area “F” (Cherry Creek)
John Jack, Councillor, Huu-ay-aht First Nation
John Douglas (Alternate Director), Mayor, City of Port Alberni
Bill Irving, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government

REGRETS: Josie Osborne, Mayor, District of Tofino

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Andy Daniel, 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 1:16 pm.

2. APPROVAL OF AGENDA

MOVED: Director Solda

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – May 8, 2013

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on May 8, 2013 be adopted

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

- a. **MINISTRY OF HEALTH**
Residential Care Facility in Tofino and Hospital Heliport
- b. **PACIFIC RIM HEALTH SERVICES CO-OPERATIVE**
Reimbursement of Shares

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the Board of Directors receive correspondence a-b.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Finance Warrant No. 463.**

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 463 in the amount of \$14,433.31 dated May 31, 2013

CARRIED

8. REPORTS

- a. **Bamfield Outpost Hospital – E. Geall**

MOVED: Director Geall

SECONDED: Director Bennett

THAT staff be instructed to follow-up with the Vancouver Island Health Authority on the letter that was sent with regards to ambulance services in Bamfield.

CARRIED

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

Director McNabb reported that he has attended several meetings with regards to procuring a new Executive Director and the posting for the position is being advertised. The Financial year end for the Society will be presented at the AGM on the 25th of June. Fir Park Village renovations are on budget but a little bit behind schedule. The project should be completed by second week of July.

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the verbal update on the Alberni-Clayoquot Continuing Care Society be received.

CARRIED

c. VIHA Capital Planning Committee – P. Cote/C. Solda – No Report

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

Director Irving entered the meeting at 1:25 pm

e. Tofino General Hospital – J. Osborne/B. Irving – No Report

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

g. Other Reports

The CAO reported on a transportation study being conducted through funding from the Alberni-Clayoquot Health Network. The study will look at all transportation connections between communities in the region, including First Nations.

MOVED: Director Kokura

SECONDED: Director Bennett

THAT this report be received.

CARRIED

9. UNFINISHED BUSINESS

10. LATE BUSINESS

11. QUESTION PERIOD

12. ADJOURN

MOVED: Director Kokura

SECONDED: Director Jack

THAT this meeting be adjourned at 1:26 pm

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Russell Dyson,
Chief Administrative Officer

June 6, 2013

Ref # 14484

Russell Dyson, Chief Administrative Officer
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni BC V9Y 2E3



Dear Mr. Dyson

Subject: Ambulance Service for Bamfield

Thank you for your letter of April 22, 2013 concerning potential solutions to support an improved BC Ambulance Service (BCAS) for Bamfield. I understand this opportunity was discussed with all partners at your meeting earlier this year. Certainly, flexible and creative solutions need to be considered in our rural and remote communities.

Over the past couple of years health authorities have been working with the Ministry of Health (MOH) to move forward an MOH initiative that would see health authorities working with the BCAS to create shared employment opportunities, particularly in rural areas, as a way to retain paramedics in those communities. The paramedic scope of practice as defined in the legislation and the requirement for medical oversight of their work were significant barriers to moving forward in this area. New legislation was enacted in the spring of this year; however, as of yet there is no regulatory framework in place to support BCAS and Health Authority integration projects. We were advised earlier this month that this work will be the focus of the BC Emergency Health Services Executive over the next year or so.

Once we are able to move forward with such integration initiatives, the Vancouver Island Health Authority (VIHA) will most likely be focusing initially on communities where there are already paramedics in place. Given the population of the Bamfield area and the comprehensive services already provided by VIHA at the Bamfield Health Centre, continuing to explore opportunities to develop a first responder service in the community appears to be the most important direction your group could take at this time.

Thank you again for taking the time to write to us.

Sincerely,

A handwritten signature in black ink, appearing to read "C Mackay".

Catherine Mackay
Executive Vice President & Chief Operating Officer

cc: Dr. Brendan Carr, Acting President & Chief Executive Officer
Les Fisher, Chief Operating Officer, BC Ambulance Service

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, BC Canada V8R 1J8

EVALUATING IMPACT OF HEALTH SERVICE CHANGES IN OCEANSIDE

THE new Oceanside Health Centre begins a phased in opening of service starting June 24, and will be fully open with primary care and urgent care services by September 30, 2013. The Oceanside Health Centre will deliver a new approach to care, providing patients with primary and community-based health care services that focus on prevention, wellness and disease management.

As this innovative model of care and services is being implemented in Oceanside, Vancouver Island Health is working with researchers from the University of Victoria, Dalhousie University and McMaster University to evaluate the impacts of the changes on Oceanside residents, health care staff and physicians as well as the health care system overall.

Why is Vancouver Island Health conducting this evaluation?

Vancouver Island Health wants to make sure the Oceanside Health Centre service model will meet the needs of patients and that the new approach to care will make it easier for people to get the different kinds of health care they need, close to home.

The evaluation will compare how health care is structured and supporting patients in the Oceanside area now, and what it will be in the future. What is learned from the evaluation will help guide ongoing improvements in the Oceanside area and the rest of the health authority.

Ways to Participate

This summer, residents living in the Oceanside area (from Nanoose to Bowser and including Lasqueti Island) will be invited to participate in the evaluation in several ways:

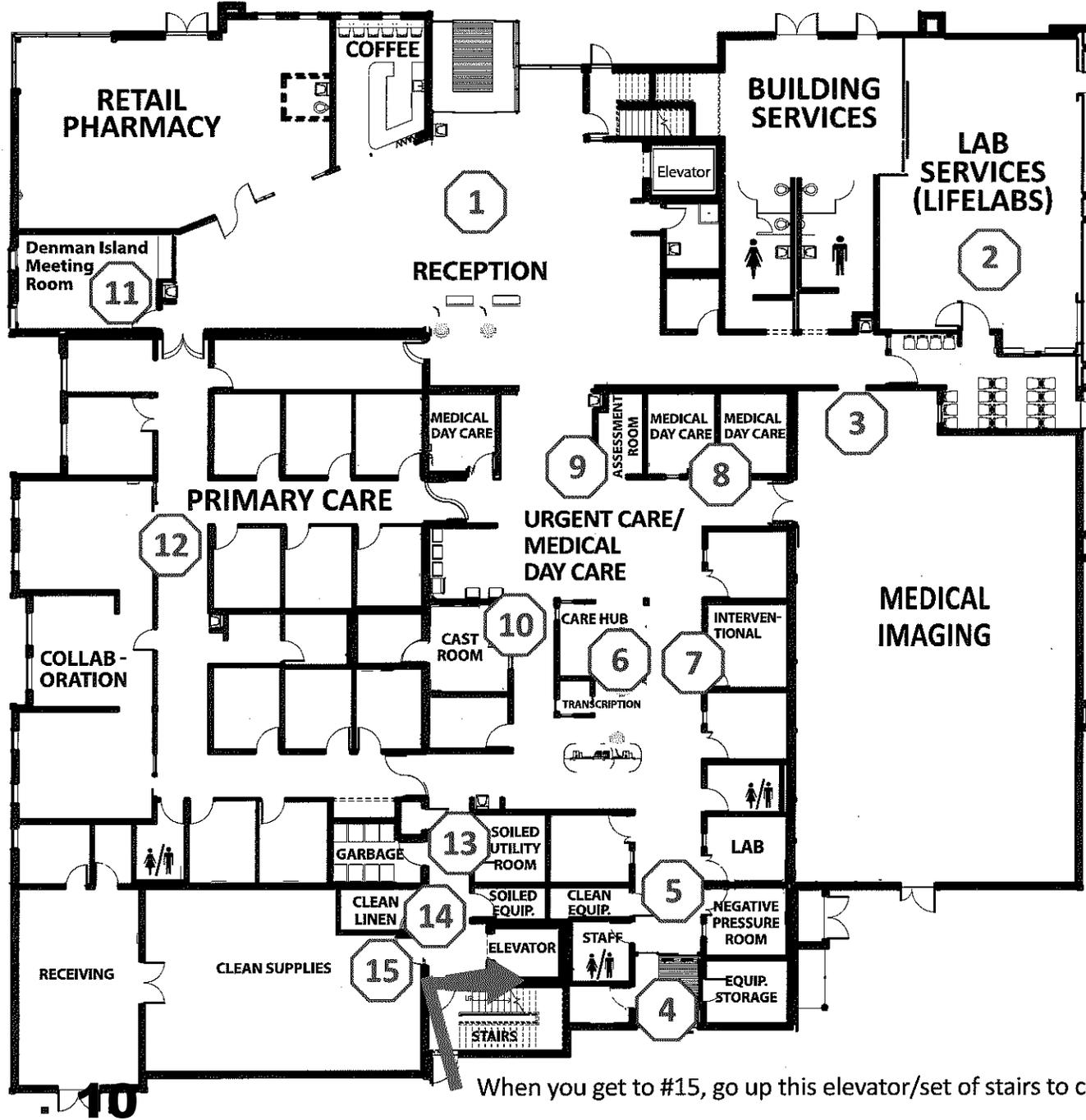
- Complete a survey. This survey will be mailed out in Vancouver Island Health envelopes to a random sample of area residents.
- Participate in focus groups where residents will be able to discuss their experience with the local health care system. Focus group opportunities will be advertised in local papers and media and posted at:
viha.ca/about_viha/building_for_health/oceanside
- Volunteer as a 'case study.' This will involve several interviews over the next year. Potential participants will be approached and invited to participate later this summer.

Questions?

If you have any questions, or need more information, please email: **jana.archer@viha.ca**

Welcome to the *Oceanside* Health Centre

MAIN ENTRANCE

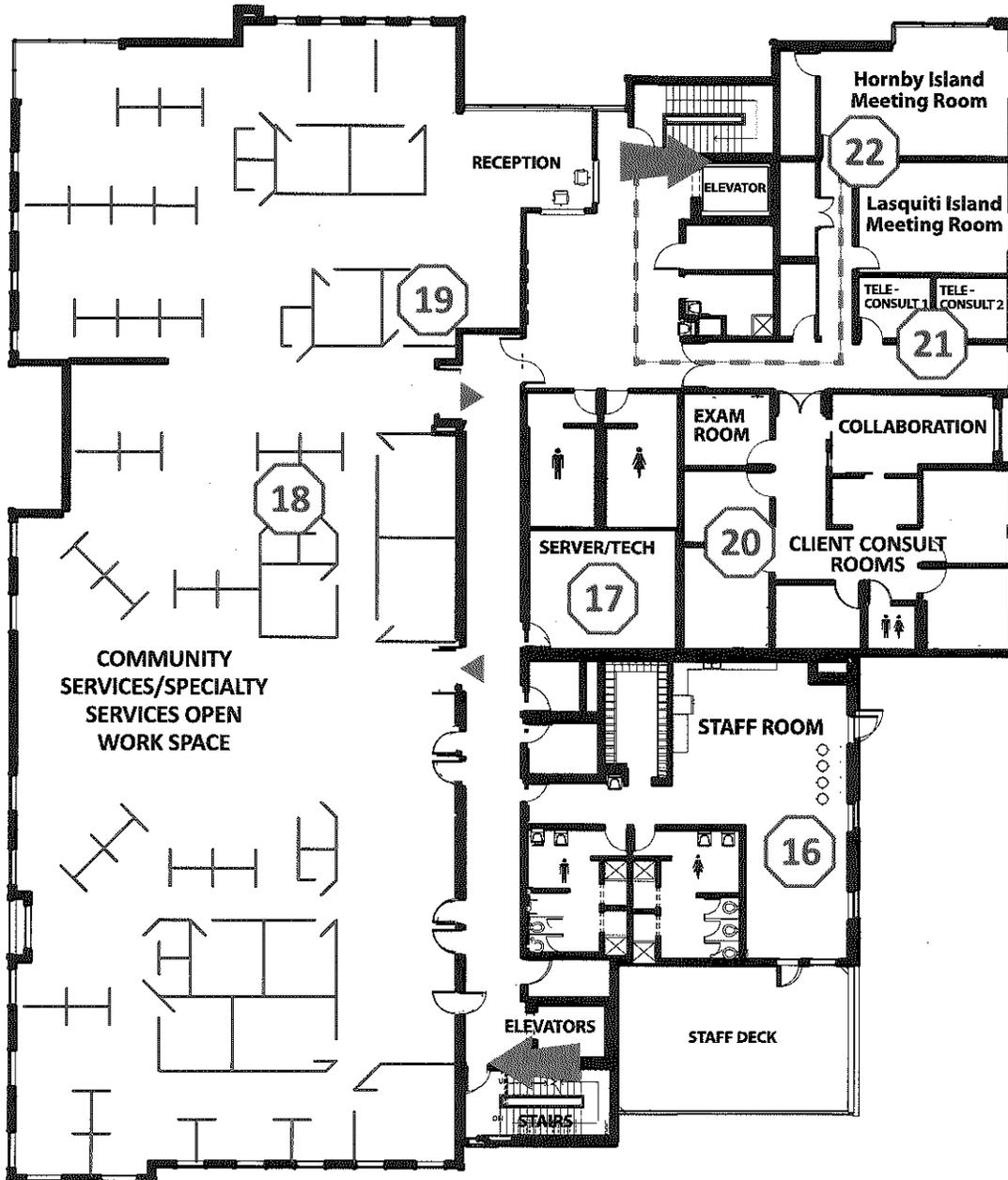


Tour Map - 1st Floor

Follow the stop signs, # which indicate a point of interest along the tour.

When you get to #15, go up this elevator/set of stairs to continue the tour on the 2nd floor.

Oceanside Health Centre Tour Map - 2nd Floor



When you get to the 2nd floor, start the tour at stop sign # 16. Continue following the stop signs until you get to #22. Take the stairs or elevator down to the main foyer/exit to complete the tour.

Thank you for coming!

It was easier for me to attend my appointment with my health care provider using Telehealth rather than in person	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
I prefer to see my health care provider using Telehealth rather than in person	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Telehealth allowed me to see my health care provider sooner than I could have in person	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Telehealth allowed me to have more regular follow-up for my condition	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Overall, I was satisfied with the Telehealth visit	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
I would use Telehealth again	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
If Telehealth was not available, I would have travelled for my visit	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

6. Telehealth saved me and my family time and/or money (i.e. airfare/bus/gas, time off work, childcare, hotel, meals, etc.)

__ Yes __ No

7. Comments/suggestions/concerns:

Please tear off the survey and insert it in the envelope provided. Follow the instructions on the envelope. **12** Thank you for your time!

TELEHEALTH is available in many communities across British Columbia (BC). BC's Health Authorities work together to provide a broad range of health care services using Telehealth. Programs offered in your area may include:

- Cancer
- Genetic Counseling
- Home Care
- Mental Health/Psychiatry
- Thoracic
- Wound Care

TELEHEALTH allows you to connect to your health care provider in BC or in other parts of Canada (for example, Alberta and Ontario).

For more information, please see the back page of this brochure for contact information in your area.



Website: www.health.gov.bc.ca/ehealth/telehealth.html



Email: telehealth@phsa.ca



Interior Health

Email: telehealth@interiorhealth.ca

Telephone: 250-491-6433



Website: www.viha.ca/telehealth/

Email: telehealth@viha.ca

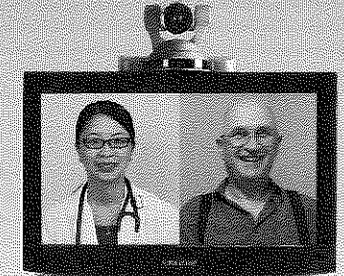


Email: telehealth@vch.ca



Email: telehealth@northernhealth.ca

Welcome to TELEHEALTH



★ SURVEY ENCLOSED ★

Welcome to TELEHEALTH

TELEHEALTH allows you to “meet” with your out-of-town health care provider using a television screen or computer monitor, video camera and microphone, which operate over a secure network. This permits you and your health care provider to visit as if you were both in the same room.

TELEHEALTH benefits you by:

- Providing access to health care providers and services in the convenience and comfort of your community
- Keeping you close to home
- Reducing travel time and costs
- Providing access to education on prevention and wellness
- Giving you a choice to meet with your health care provider by Telehealth or in person

How do I request a Telehealth session?

Talk to your health care provider about Telehealth. If it is right for you, and if the service is available, your health care provider will arrange a Telehealth session.

Can someone come with me to my Telehealth session?

Yes, a family member or friend is welcome to attend your Telehealth session. Please think of your Telehealth session as a regular appointment with your health care provider.

How long is a Telehealth session?

Dependent on your health care provider’s preferences, the length of a Telehealth session can vary.

How is my privacy protected?

All Telehealth sessions adhere to the *Freedom of Information and Protection of Privacy Act*.

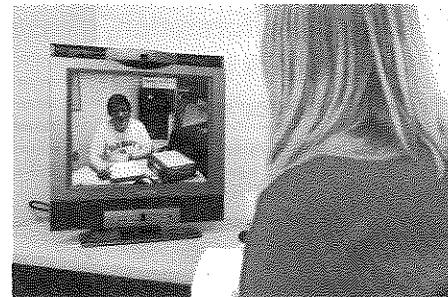
May I still meet with my health care provider in person?

It is your care. Telehealth is your choice.

If you feel the Telehealth session does not meet your health care needs, you may end the session and schedule a face-to-face appointment with your health care provider.

What can I expect during a Telehealth session?

- You can see, hear and talk to your health care provider.
- You are not required to operate the Telehealth equipment.
- You may ask anyone to leave the room (if others are present in the room with you, or in the room with your health care provider) .



PATIENT SATISFACTION SURVEY

Your feedback is very important to us. We would like to know about your Telehealth experience to improve our services. Your responses are **confidential** and **anonymous**.

Date: _____

Facility: _____

1. My age is: Under 25 years
 25 to 54 years
 55 years or older
2. This was my first Telehealth visit:
 Yes No
3. There were problems with the Telehealth equipment:
 Yes No
4. I was able to complete my visit through Telehealth:
 Yes No
5. Do you agree with the following statements?

I knew what to expect during my Telehealth visit	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
I could see the health care provider clearly	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
I could hear the health care provider clearly	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
I felt comfortable in the room where my Telehealth visit was held	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
I felt that my privacy was respected	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>



M E M O R A N D U M

TO: Regional Hospital District Board of Directors
FROM: Teri Fong, CGA, Manager of Finance
DATE: July 2, 2013
RE: Finance Warrant No.464

Recommendation:

That the Regional Hospital District Board of Directors approves Finance Warrant Number 464 in the amount of \$556,273.55 dated June 30, 2013.

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 **Page : 1**
Date : Jun 28, 2013 **Time :** 1:39 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-Jun-2013 To 30-Jun-2013
Cheque Date : 01-Jun-2013 To 30-Jun-2013
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
1125 MUNICIPAL FINANCE AUTHORITY						
EFT-10	03-Jun-2013	Issued	14	E	4609.14	
78-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		4609.14		
Invoice Description --> DEBENTURE DEBT						
Total :				4609.14	0.00	4609.14
EFT-11	03-Jun-2013	Issued	14	E	19349.52	
79-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		19349.52		
Invoice Description --> DEBENTURE DEBT						
Total :				19349.52	0.00	19349.52
EFT-12	01-Jun-2013	Issued	14	E	19590.95	
71-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		19590.95		
Invoice Description --> DEBENTURE DEBT						
Total :				19590.95	0.00	19590.95
EFT-13	01-Jun-2013	Issued	14	E	65164.13	
73-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		65164.13		
Invoice Description --> DEBENTURE DEBT						
Total :				65164.13	0.00	65164.13
EFT-14	01-Jun-2013	Issued	14	E	68869.48	
75-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		68869.48		
Invoice Description --> DEBENTURE DEBT						
Total :				68869.48	0.00	68869.48
EFT-15	01-Jun-2013	Issued	14	E	73303.98	
77-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		73303.98		
Invoice Description --> DEBENTURE DEBT						
Total :				73303.98	0.00	73303.98
EFT-16	01-Jun-2013	Issued	14	E	149062.12	
72-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		149062.12		
Invoice Description --> DEBENTURE DEBT						
Total :				149062.12	0.00	149062.12
EFT-17	09-Jun-2013	Issued	14	E	4388.58	
610-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		4388.58		
Invoice Description --> DEBENTURE DEBT						
Total :				4388.58	0.00	4388.58
EFT-18	09-Jun-2013	Issued	14	E	4658.45	
623-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		4658.45		
Invoice Description --> DEBENTURE DEBT						
Total :				4658.45	0.00	4658.45
EFT-19	11-Jun-2013	Issued	14	E	18990.68	
518-1/2013	01-4-6030-000	ACCOUNTS PAYABLE		18990.68		

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



AP5100 **Page : 2**
Date : Jun 28, 2013 **Time :** 1:39 pm
Bank : 1 To 1
Status : All
Medium :
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Supplier : 0050 To 912
Trans. Date : 01-Jun-2013 To 30-Jun-2013
Cheque Date : 01-Jun-2013 To 30-Jun-2013
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> DEBENTURE DEBT						
Total :				18990.68	0.00	18990.68
Supplier Total :				427987.03	0.00	427987.03

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> P-024, P-025, P-038, E1-065						
Total :				128286.52	0.00	128286.52
Supplier Total :				128286.52	0.00	128286.52

Total Computer Paid :	0.00	Total EFT PAP :	427,987.03	Total Paid :	556,273.55
Total Manually Paid :	128,286.52	Total EFT File Transfer :	0.00		