



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, OCTOBER 9, 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 – September 11, 2013 | 3-6 |
| <i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on September 11, 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 | |
| Island Health Aboriginal Employment Program receives recognition for grass roots efforts to improve Aboriginal employment on Vancouver Island | 7-9 |
| Island Health achieves top spot in Power Smart partner ranking | 10-12 |
| Island Health Suicide Prevention Workshops | 13-14 |
| Island Health training doctors on Vancouver Island | 15-16 |
| 7. <u>REQUEST FOR DECISIONS & BYLAWS</u> | |
| a. Request for Decision | 17-18 |
| Finance Warrant No. 466 | |
| <i>THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 466 in the amount of \$90,973.58 dated September 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 for October 9, 2013.

- 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 11, 2013

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, 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
Jack McLeman, Councillor, City of Port Alberni
Josie Osborne, Mayor, District of Tofino
Bill Irving, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government

REGRETS: Wilfred Cootes, Observer, Uchucklesaht First Nation

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 3:51 pm.

2. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the agenda be approved as circulated with the addition of the following late item: Correspondence from Richard Berg requesting the Hospital District Board of Directors persuade the Vancouver Island Health Authority that the West Coast General Hospital is in need of an additional 60 beds.

CARRIED

3. ADOPTION OF MINUTES

a. **Board of Directors Meeting - August 14, 2013**

MOVED: Director Bennett

SECONDED: Director Geall

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on August 14, 2013 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

a. Richard Berg – Board support increase in beds to 60 WCGH (late item)

MOVED: Director Geall

SECONDED: Director Bennett

THAT the Regional Hospital District Board of Directors receives for discussion.

CARRIED

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Chair and Vice-Chair of the Alberni-Clayoquot Regional Hospital District meeting with Ellen Brown, Site Administrator at WCGH to discuss the issues raised by Richard Berg.

CARRIED

6. CORRESPONDENCE FOR INFORMATION

a. Vancouver Island Health Authority

Telehealth Reaches Milestone of 10,000 Vancouver Island Health Consultations.

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the Regional Hospital Board of Directors receives this correspondence.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No. 465.

MOVED: Director Geall

SECONDED: Director McNabb

THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 465 in the amount of \$46,074.21 dated August 31, 2013.

CARRIED

8. REPORTS

- a. **Bamfield Outpost Hospital – E. Geall – No Report**
- b. **Alberni-Clayoquot Continuing Care Society – J. McNabb – No Report**
- c. **VIHA Capital Planning Committee – P. Cote/C. Solda – No Report**
- d. **West Coast Native Health Care Society – P. Cote**
Director Cote reported that a language course is coming up at North Island College.
- e. **Tofino General Hospital – J. Osborne/B. Irving – No Report**
- f. **Alberni-Clayoquot Health Network – P. Cote/C. Solda**
The Chairperson reported on the Alberni-Clayoquot Health Network Sustainability Committee meeting held September 10th. The Committee reviewed the ACHN strategic goals and funding guidelines.
- g. **Other Reports – No Reports**

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Regional Hospital Board of Directors receives the September 11, 2013 Reports.

CARRIED

9. UNFINISHED BUSINESS

10. LATE BUSINESS

11. QUESTION PERIOD

12. ADJOURN

MOVED: Director

SECONDED: Director

THAT this meeting be adjourned at 4:20 pm.

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Russell Dyson,
Chief Administrative Officer

From: [Wendy Thomson](#)
To: [Tracy Bond](#)
Subject: Fwd: News release: Island Health Aboriginal Employment Program receives recognition for grass roots efforts to improve Aboriginal employment on Vancouver Island
Date: Friday, September 27, 2013 4:59:38 PM
Attachments: [image002.png](#)

Sent from my iPad

Begin forwarded message:

From: Penny Cote <coteart@shaw.ca>
Date: 27 September, 2013 11:01:04 AM PDT
To: Wendy Thomson <wendy.thomson@acrd.bc.ca>
Subject: Fwd: News release: Island Health Aboriginal Employment Program receives recognition for grass roots efforts to improve Aboriginal employment on Vancouver Island

Hi Wendy, Info for the next ACRHD.

Thanks,
Penny



September 25, 2013

Island Health Aboriginal Employment Program receives recognition for grass roots efforts to improve Aboriginal employment on Vancouver Island

VANCOUVER ISLAND – The Aboriginal Employment Program at Island Health (Vancouver Island Health Authority) received the 2013 Exemplary Initiative Diversity Award at Simon Fraser University’s Nancy McKinstry Awards for Leadership in Diversity today.

This award acknowledges the program’s efforts and dedication toward fostering a work environment that reflects Aboriginal people and communities served by Island Health.

Steve Sxwithul'txw,



coordinator,
Aboriginal Employment Program points out the positive impacts of having a skilled, representational workforce.

“Teams that include talented Aboriginal staff are able to deliver care and services that are culturally sensitive to the needs of Aboriginal people,” Sxwithul'txw said. “Everything we do – from outreach to First Nations youth and prospective employees across the Island, to celebrating the diversity among our existing staff – works toward building a foundation of trust and respect which is essential to our delivery of health services.”

“This award for the Aboriginal Employment Program is a remarkable achievement,” said Parliamentary Secretary for Healthy Living and Parksville-Qualicum MLA Michelle Stilwell. “As the largest employer on Vancouver Island and an organization dedicated to improving health outcomes for people across the region, this award underscores the benefits of partnership and collaboration.”

Dr. Brendan Carr, Island Health President and CEO added his congratulations to the Aboriginal employment team. “Not only do they work to build relationships with First Nations communities and organizations, they also have a strong and sincere interest in each and every person who brings their unique set of attributes to health teams,” Carr said. “It is this deep level of engagement and full-spectrum approach that makes Island Health’s Aboriginal Employment Program award-winning year after year.”

Highlights of the program include:

- Establishing two internal and three external Aboriginal health care scholarships
- Establishing a four-person Aboriginal employment team that is effectively engaging the 50 First Nations communities, 6 Aboriginal Friendship Centres, and 6 Métis Associations on Vancouver Island
- Between June 2011 and June 2013, 180 applicants who self-identified as being of Aboriginal ancestry were hired by Island Health -- about 4.5 per cent of Island Health hires.
- Island Health’s Aboriginal employee count increased by more than 50 per cent over the past year and currently stands at 420.

- The overall Island Health employee turnover for 2012/13 was about eight per cent. Within Island Health's Aboriginal workforce, the turnover rate was four per cent.

For more information, visit Island Health's Aboriginal Employment program webpage at: <http://www.viha.ca/careers/aboriginal/>.

For information on Simon Fraser University's Nancy McKinstry Awards for Leadership in Diversity visit <http://beedie.sfu.ca/nancymckinstry/>.

Photo: [Island Health's Aboriginal Employment team \(l-r\): Sheila White, Steve Sxwithul'txw, Alegha van Hanuse and Michele Morfitt](#). (JPEG available on flickr)

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Media contact:

Sarah Plank, Media Manager
Vancouver Island Health Authority
Office: 250-727-4275
Sarah.plank@viha.ca

From: [Wendy Thomson](mailto:Wendy.Thomson)
To: [Tracy Bond](mailto:Tracy.Bond)
Subject: FW: Island Health news release: Island Health Achieves Top Spot in Power Smart Partner Ranking
Date: Tuesday, October 01, 2013 10:31:27 AM

From: Penny Cote [mailto:coteart@shaw.ca]
Sent: Tuesday, October 01, 2013 10:00 AM
To: Wendy Thomson
Subject: Fwd: Island Health news release: Island Health Achieves Top Spot in Power Smart Partner Ranking

Hi Wendy,
Info for the Board
Penny

Begin forwarded message:

From: "Stanton, Jocelyn" <Jocelyn.Stanton@viha.ca>
Subject: Island Health news release: Island Health Achieves Top Spot in Power Smart Partner Ranking
Date: 1 October, 2013 9:37:25 AM PDT
To: Undisclosed recipients::;



Island Health Achieves Top Spot in Power Smart Partner Ranking

ISLAND WIDE – Island Health is celebrating the energy saving efforts of its staff across the region who earned the organization a first place ranking in BC Hydro’s Top Ten Power Smart Partners for 2013. Island Health saved 520,275 kilowatts (kWh) - enough energy to power nearly 48 households for a year. The savings were achieved from April 1, 2012 to August 31, 2013.

“Congratulations to all Island Health staff for their efforts in reducing greenhouse gas emissions,” said Parliamentary Secretary for Healthy Living and Parksville-Qualicum MLA Michelle Stilwell. “We are proud of Island Health’s commitment to promote awareness about environmental sustainability and to being a responsible community partner on Vancouver Island by reducing its carbon footprint.”

Through the BC Hydro Power Smart Partner Program, from 2006 to 2013, Island Health has been able to achieve a cumulative energy savings of 12,394,000 kWh of electricity -

enough to power 1,239 homes, or a total savings of \$2,758,282.

“It’s no easy task saving energy in an organization like ours which runs 24/7, serves more than 765,000 people, and supports over 18,000 health care professionals and volunteers at over 150 facilities across our region,” said Joe Murphy, Island Health Vice President of Operations and Support Services. “We simply could not have achieved this recognition without the efforts of all our staff who take steps in their workplace every day to save energy.”

Island Health has several initiatives to promote environmental sustainability and institute a culture of energy savings that include:

- Facilities across the region implement energy saving strategies such as more efficient air circulation and lighting upgrades.
- Strong staff participation and engagement with Island Health’s Green Team conservation program including reducing and recycling waste and significant investments in facility management and operations training.
- A strategic plan which includes a baseline to determine where to invest resources for energy efficiency projects for the next five years.
- Reinvesting all of the energy-savings back into greening the organization.
- Adopting the organization-wide target of reducing greenhouse gas emissions by 33 per cent below 2007 levels by 2020.

“As a Power Smart partner, we are demonstrating our commitment to energy conservation. We also know that being green saves the organization money which is important to staff and local communities,” said Deanna Fort, Island Health Director of Energy Efficiency and Conservation. “From north of Campbell River to the West Coast to Cowichan in the east to south island, we are all being smart with our power.”

“Island Health continues to be a great partner for BC Hydro and leads the way in BC,” said Jeff Whitson, BC Hydro Senior Account Manager. “We are achieving outstanding results thanks to everyone’s efforts. Congratulations to Island Health’s staff and energy management team.”

BC Hydro’s Top Ten Power Smart Partner ranking recognizes organizations that are committed to raising awareness and improving energy efficiency. The Power Smart Partner Program is dedicated to helping commercial, government and institutional organizations that spend more than \$250,000 a year on electricity integrate long-term energy management into their day-to-day operations.

Island Health is recognized as a leader in energy management and conservation, and was awarded the prestigious Energy and Environmental Stewardship Award for 2013 by the Canadian College of Health Care Leaders earlier this year.

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Media Contacts:

Sarah Plank (South Island)
Phone: 250.727.4275
Email: sarah.plank@viha.ca

Valerie Wilson (Central/North Island)
Phone: 250-739-6303
Email: Valerie.wilson@viha.ca

This Island Health public service announcement has been sent to media, MPs, MLAs, mayors, Island Health leaders, foundations and regional hospital district chairs on Vancouver Island.

View online at viha.ca/news

From: "Stanton, Jocelyn" <Jocelyn.Stanton@viha.ca>
Date: September 13, 2013 11:35:21 AM PDT
To: Undisclosed recipients;;
Subject: Island Health PSA: Suicide Prevention Workshops

<image001.jpg>

PSA: Suicide Prevention Workshops

ISLAND WIDE – A series of suicide prevention workshops are taking place in nine communities across Vancouver Island now through to September 20, 2013. These workshops feature the latest research from the American Association of Suicidology and topics include support services for men and connections between substance use and suicide.

Described as a “silent epidemic”, Canadian suicide rates amongst men is about four times that of women. Part of this may be related to men’s reluctance to seek help for suicide-related concerns and a lack of prevention awareness.

Suicide has no age limit and is the second leading cause of death amongst youth aged 15 to 24 years in BC, and the leading cause of death for adults aged 25 to 49 years and adults in the primary parenting years. In Canada, seniors total approximately 12 per cent of all suicides.

If you know someone who you suspect may be at risk, knowing what to look for in their behaviour and attitudes is vital to prevention. The American Association of Suicidology has developed a simple tool as a reminder of the warning signs of suicide called “**IS PATH WARM**” which include:

I – Ideation (suicidal thoughts)
S – Substance Abuse
P – Purposelessness
A – Anxiety
T – Trapped
H – Hopelessness/Helplessness
W – Withdrawal
A – Anger
R – Recklessness
M – Mood changes

These suicide prevention workshops are hosted by the Vancouver Island Crisis Line and the following communities still have space available. For workshop registration, please visit <http://www.vicrisis.ca/world-suicide-prevention-week-2013/>.

- **Duncan:** Monday, September 16, 9 am-12 pm, Travelodge Hotel, 140 Trans-Canada Highway
- **Ladysmith:** Monday, September 16, 1:30 pm-4:30 pm, Frank Jameson Community Centre, 810 6th Avenue

- **Parksville:** Tuesday, September 17, 1 pm-4 pm, Parksville Community & Conference Centre, 132 Jensen Avenue
- **Courtenay: Waitlist being taken** - Thursday, September 19, 9:00 am-12 pm, Crown Isle Golf Course, 399 Clubhouse Drive
- **Campbell River:** Thursday, September 19, 1:30 pm-4:30 pm, Campbell River Community Centre, 401 11 Avenue
 - **Port McNeill:** Friday, September 20, 9:30 am-12:30 pm, Black Bear Resort, 1812 Campbell Way

Workshops for Victoria, Langford, Port Alberni and Tofino have already taken place. If you are interested in participating in future workshops, please email info@vicrisis.ca to be placed on the Vancouver Island Crisis Line email distribution list.

For more resources and information on suicide prevention, please visit:

- The Vancouver Island Crisis Line: Call **1-888-494-3888** or visit <http://www.vicrisis.ca>
- Island Health Crisis Services: http://www.viha.ca/cyf_mental_health/crisis_svcs
- HealthLink BC: <http://www.healthlinkbc.ca/kb/content/symptom/suicd.html>
- Crisis Line Association of BC: Call **1.800.SUICIDE** (1-800-784-2433) or visit <http://www.crisislines.bc.ca>
 - Canadian Association for Suicide Prevention: <http://www.suicideprevention.ca>

-30-

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 Email: Valerie.wilson@viha.ca

This Island Health public service announcement has been sent to media, MPs, MLAs, mayors, Island Health leaders, foundations and regional hospital district chairs on Vancouver Island.

View online at viha.ca/news

From: [Wendy Thomson](#)
To: [Tracy Bond](#)
Subject: Fwd: Island Health FYI: Training Doctors on Vancouver Island
Date: Friday, September 13, 2013 2:55:35 PM

Sent from my iPad

Begin forwarded message:

From: Penny Cote <coteart@shaw.ca>
Date: 13 September, 2013 7:40:05 AM PDT
To: Wendy Thomson <wendy.thomson@acrd.bc.ca>
Subject: Fwd: Island Health FYI: Training Doctors on Vancouver Island

Hi Wendy,
Info for the next ACRHD correspondence.
Thanks,
Penny

Begin forwarded message:

From: "Evans, Susan L" <Susan.Evans3@viha.ca>
Subject: Island Health FYI: Training Doctors on Vancouver Island
Date: 12 September, 2013 11:45:54 AM PDT
To: "Evans, Susan L" <Susan.Evans3@viha.ca>

<image002.jpeg>

FYI: promoting island health

Training Doctors on Vancouver Island

September 12, 2013

Keeping things local, two recent graduates of the Island Medical Program who are Vancouver Island born and raised are now undertaking their residencies in Comox at the Strathcona Family Practice.

"I grew up in Black Creek and my family still lives there so it's great to be back," says Tyler Falk. "I am also excited to work in family practice which gives me the opportunity to be more of a generalist and work in a variety of areas. I definitely hope to live and practise medicine in the Comox Valley."

The UBC Faculty of Medicine has spent the past decade transforming medical education in BC by increasing the number of doctors in training, and placing these trainees in communities where doctors are needed most. Three new postgraduate residency programs on Vancouver Island, including the new Strathcona Family Practice site in Comox, as well as the residencies in Internal Medicine and Emergency Medicine (located at Island Health facilities) are the latest examples of how this vision is being fulfilled.

These new programs follow a number of other postgraduate medical residency programs established on Vancouver Island in just over a decade.*

Glenn Keyes is also a medical resident at the Strathcona Family Practice site. Growing up in Victoria, the Island Medical Program was a good fit and he liked the idea of staying on the Island for his residency and working in a smaller community. "I liked the way this program was designed, it allows me to get hands-on with patients across a number of different disciplines," says Keyes. "The community has been so supportive as well - they have really opened their arms to us."

Both Falk and Keyes noted that a family practice in a smaller community gives them the opportunity to get to know their patients better and to follow them through their care needs. "Every day is different," says Keyes. "In one day last week I saw a patient in psychiatric care, assisted in surgery, helped deliver a baby and worked with the paediatrician; you might not get this breadth of experience in a busy urban centre."

At present there are over 100 postgraduate medical residents training on the island, more than double the number in 2004 when the UBC Faculty of Medicine began expansion of medical education in BC.

"These postgraduate training programs not only offer an opportunity for graduates of the Island Medical Program to continue their medical training on Vancouver Island, they also attract recent graduates from other programs," says Dr. Oscar Casiro, Regional Associate Dean, Vancouver Island, UBC Faculty of Medicine. "I am confident that many of these Island-trained physicians will settle in our region to provide much needed primary and specialist care."

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** Postgraduate medical residency programs established on Vancouver Island include the Nanaimo Family Practice postgraduate training site, the Vancouver Island Psychiatry postgraduate training site, the International Medical Graduate Family Practice site, the Aboriginal Family Practice site and the Royal College first-year specialist training program. The long-established Victoria Family Practice site has been training medical residents as family doctors for a number of years.*

Cutline for photo: Glenn Keyes, medical resident with patient

Media Contact:
Sarah Plank | Media Relations Manager
office 250-727-4275
email sarah.plank@viha.ca

This Island Health FYI has been sent to media, MPs, MLAs, mayors, Island Health leaders, foundations and regional hospital district chairs on Vancouver Island.

View online at viha.ca/news

<Glenn Keyes.jpeg>

<FYI_Training_Doctors_on_Vancouver_Island_.pdf>



MEMORANDUM

TO: Regional Hospital District Board of Directors
FROM: Andrew McGifford, Assistant Accountant
DATE: October 3, 2013
RE: Finance Warrant No.466

Recommendation:

That the Regional Hospital District Board of Directors approves Finance Warrant Number 466 in the amount of \$90,973.58 dated September 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: Andrew McGifford, Assistant Accountant

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



AP5100

Date : Oct 03, 2013

Page : 1

Time : 2:15 pm

Supplier : 0050 To 912
 Trans. Date : 01-Sep-2013 To 30-Sep-2013
 Cheque Date : 01-Sep-2013 To 30-Sep-2013
 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						
1001	12-Sep-2013		Issued	21	C	90973.58	
AUG21/13	01-4-6030-000	ACCOUNTS PAYABLE			90973.58		
Invoice Description --> E1-157, P-154, P-155, P-156							
Total :					90973.58	0.00	90973.58
Supplier Total :					90973.58	0.00	90973.58

Total Computer Paid :	<u>90,973.58</u>	Total EFT PAP :	<u>0.00</u>	Total Paid :	<u>90,973.58</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		