



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING WEDNESDAY, MARCH 12, 2014

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 – February 12, 2014	3-5
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on February 12, 2014 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	6-8
Island Health Pharmacists: Improving patient care at the bedside and from the research lab.	
7. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
a. REQUEST FOR DECISION	9-13
2014 Annual Budget	
<i>THAT the Alberni-Clayoquot Regional Hospital Board of Directors give second reading to Bylaw 116, Alberni-Clayoquot Regional Hospital District 2014 Annual Budget.</i>	
<i>THAT the Alberni-Clayoquot Regional Hospital Board of Directors give third reading to Bylaw 116, Alberni-Clayoquot Regional Hospital District 2014 Annual Budget.</i>	

THAT the Alberni-Clayoquot Regional Hospital Board of Directors adopt Bylaw 116, Alberni-Clayoquot Regional Hospital District 2014 Annual Budget.

8. REPORTS

- a. Bamfield Outpost Hospital – E. Geall
- b. Alberni-Clayoquot Continuing Care Society – J. McNabb
- c. Island Health 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, FEBRUARY 12, 2014

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS PRESENT: Penny Cote, 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)
Lucas Banton, Electoral Area "F" (Cherry Creek)
Jack McLeman, Councillor, City of Port Alberni
Bill Irving, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government
Wilfred Cootes, Councillor, Uchucklesaht First Nation

REGRETS: Josie Osborne, Mayor, District of Tofino
John McNabb, Electoral Area "E" (Beaver Creek)
John Jack, Councillor, Huu-ay-aht First Nation

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Teri Fong, Manager of Finance
Mike Irg, Manager of Planning and Development
Wendy Thomson, Manager of Administrative Services
Shelli Lyle, Administrative Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 4:15 pm.

2. APPROVAL OF AGENDA

MOVED: Director McLeman

SECONDED: Director Cootes

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – January 8, 2014

MOVED: Director Solda

SECONDED: Director Kokura

THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors meeting held on January 8, 2014 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

a. ISLAND HEALTH

Monitoring Patient Care Model Changes
Healthy Choices for Maternity Begin With Awareness About Effective Birth Control
National Eating Disorder Awareness Week
New Port Hardy Medical Clinic supports integrated care
Integrated Health Networks
Island Health Named one of BC's Top Employers

b. ISLAND HEALTH

2014/15 Capital Projects and Equipment

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the Regional Hospital Board of Directors receives the information a –b.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No. 470

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 470 in the amount of \$9,474.76 dated January 31, 2014.

CARRIED

b. Request for Decision regarding 2014 Annual Budget.

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the Regional Hospital District Board of Directors give a first reading to Bylaw 116, cited as "Alberni-Clayoquot Regional District 2014 Annual Budget No. 116.

CARRIED

8. REPORTS

- a. **Bamfield Outpost Hospital – E. Geall – No Report**
- b. **Alberni-Clayoquot Continuing Care Society – J. McNabb No Report**
- c. **IH Capital Planning Committee – P. Cote/C. Solda – No Report**
- d. **West Coast Native Health Care Society – P. Cote – No Report**
- e. **Tofino General Hospital – J. Osborne/B. Irving - No Report**
- f. **Alberni-Clayoquot Health Network – P. Cote**
Chairperson Cote reported the next meeting of the ACHN is February 20, 2014 to prepare the 2014 budget.
- g. **Other Reports**

The Chairperson reported on two Island Health projects that will need to be identified for the 2014 budget. Island Health has engaged her to participate in the Island Health Strategic Plan and Local Health Area Review.

MOVED: Director McLeman

SECONDED: Director Solda

THAT the Regional Hospital Board of Directors receives the February 12, 2014 Reports.

CARRIED

9. QUESTION PERIOD

10. ADJOURN

MOVED: Director McLeman

SECONDED: Director Solda

THAT this meeting be adjourned at 4:18 pm.

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Russell Dyson,
Chief Administrative Officer

From: "Plank, Sarah" <Sarah.Plank@viha.ca>

Subject: **Island Health FYI: Island Health Pharmacists: improving patient care at the bedside and from the research lab**

Date: March 3, 2014 at 10:24:13 AM PST

To: "Plank, Sarah" <Sarah.Plank@viha.ca>

viha.ca/news



Island Health F.Y.I.

Island Health Pharmacists: improving patient care at the bedside and from the research lab

March 3, 2014

ISLAND-WIDE - When an 81-year-old woman came into the Royal Jubilee Hospital emergency department in February with dizziness, it didn't take long for the pharmacist on the team to figure out it was caused by the pain medication she was taking. In fact, one in eight patients comes to emergency because of a medication complication.

When you think "pharmacist," a hospital ward doesn't come immediately to mind. But did you know that Island Health employs 123 pharmacists, who help the interdisciplinary team care for patients in hospital, as well as long-term care and even the patients' homes? Island Health is celebrating our pharmacy staff during Pharmacy Awareness Month in March.

"We are very proud of the contributions our pharmacists and all the staff in our pharmacies make to support high-quality patient care," says Dr. Taj Baidwan, Island Health's Chief Medical Officer. "Our skilled pharmacy team here at Island Health is receiving national attention for research that will improve care even beyond our own region."

Jessica Power, a clinical pharmacist at Victoria General Hospital, won a [national award](#) from the Canadian Society of Hospital Pharmacists in February for her research on [integrating smartphones into hospital pharmacy practice](#). Her team found that using smartphones helped pharmacists answer drug information questions faster than other information sources, allowing improved communication with patients and other members of the health-care team.

"Using smartphones freed up pharmacists to spend more time with patients

and their health-care team, which means better care for patients,” says Dr. Sean Spina, clinical coordinator for pharmacy at Island Health.

The Island Health pharmacy team, made up of pharmacists, regulated pharmacy technicians, pharmacy assistants and support staff, plays an important role in supporting high-quality care. They work with patients and health-care providers to ensure medications are appropriate, safe and effective. Patients spend less time in hospital and are less likely to return with new complications when pharmacists play an active role in their care.

“I consult in the ICU, I consult on the medical wards - anything can come my way,” says Campbell River Hospital pharmacist George Nickoloff. “As pharmacists we may be stepping in where some sort of troubleshooting flag has come up, or meeting with patients who are leaving [hospital] in 10 minutes and need to know about the medication they are taking home with them.”

To continue to find ways to improve patient care, Island Health pharmacists are currently undertaking a research project that tests better ways to get more thorough medication histories from patients when they arrive in the emergency department.

“One in eight patients comes through our front door in Emergency due to a medication event, but we often face challenges finding out all of the medications a patient has been taking at home,” said Island Health emergency department pharmacist Dr. Richard Wanbon. “If we don’t have an accurate medication history, then we may not know if a medication interaction or side-effect is the problem. If we have an accurate list of medications, the care team can decide on the best course of treatment and prevent any further medication incidents.”

Island Health pharmacists are of international calibre, published in internationally recognized journals. Dr. Reginald Smith, Island Health clinical pharmacy specialist, co-authored a study on the value of compression stockings for preventing dangerous complications from blood clots in the December 2013 issue of *Lancet*. Pharmacists Laura Johnson and Dr. Bree Zehm published a study with Island Health psychiatrist Dr. Richard Williams comparing different formulations of schizophrenia medications in *BMC Psychiatry* in May 2013.

“Being involved in research is really valuable so we can be constantly improving treatments for our patients,” said Island Health pharmacist Dr. Celia Culley. “The research projects our pharmacists are involved in often lead to collaboration with other health care providers and researchers from across the country. This expands our own local knowledge of the best treatment and prevention options for our own patients here in Island Health based on new research and learning what is being done in other

parts of the country.”

During Pharmacy Awareness Month, and throughout the year, “The Pharmacist is In” - join pharmacy staff on March 4th and 6th between 11 a.m. and 1 p.m. in the Royal Jubilee Hospital Patient Care Centre atrium to learn more about their role in Island Health.

-30-

Media Contact:

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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

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REQUEST FOR DECISION

To: Regional Hospital District Board of Directors

From: Teri Fong, CGA, Manager of Finance

Meeting Date: March 12, 2014

Subject: 2014 Annual Budget

Recommendation:

That the Alberni Clayoquot Regional Hospital District Board of Directors give second and third reading as well as adoption to Bylaw 116, cited as "Alberni-Clayoquot Regional Hospital District 2014 Annual Budget No. 116".

Summary:

The Regional Hospital District paid for 40% of the West Coast General Hospital construction using long term debt secured through the Municipal Finance Authority (MFA). The balance of the debt outstanding was approximately \$7.7 million at the end of 2013.

In addition to funding the long term borrowing for the West Coast General Hospital the Hospital District also provides Island Health funding to complete other capital projects and purchase equipment for our region. Island Health provided a letter to the Board at the February 12th Regional Hospital District meeting explaining their 2014 capital plan. This included a plan for the \$550,000 annual equipment grant that the Hospital District provides as well as a Emergency Department (ER) renovation at the WCGH. The ER renovation is a major project valued at approximately \$4 million of which the Hospital District will be responsible for 40% of the costs or \$1.6 million. The 2014 Annual Budget includes \$1 million in funding for this project with the remaining \$600,000 to be requisition in 2015.

Time Requirements – Staff & Elected Officials:

There will be some time required of staff and elected officials to review the specific funding requests as they come in from the Vancouver Island Health Authority.

Financial:

The requisition is 3.74% higher than that of the prior year. The residential tax rate has increased from \$0.336 to \$0.353 per \$1,000 of assessed value.

The new Board member, Uchucklesaht Tribe Government, participates in this service and has been included in the apportionment calculation.

Policy or Legislation:

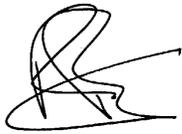
The Alberni-Clayoquot Regional Hospital District is required by Section 23 of the Hospital District Act to

adopt an annual budget by March 31 of each year.

Options:

If any amendments are required they should be made during second reading.

Submitted by: 
Teri Fong, CGA, Manager of Finance

Approved by: 
Russell Dyson, Chief Administrative Officer



Alberni-Clayoquot Regional Hospital District

Bylaw No. 116

A bylaw to adopt the Annual Budget for the Year 2014

The Board of Directors for the Alberni-Clayoquot Regional Hospital District in open meeting assembled enacts as follows:

1. This Bylaw may be cited as the ***“Alberni-Clayoquot Regional Hospital District 2014 Annual Budget Bylaw No. 116”***.
2. Schedule “A” attached hereto and forming part of this Bylaw is the Annual Budget for the Alberni-Clayoquot Regional Hospital District for the year ending December 31, 2014.

Read a first time this 12th day of February, 2014.

Read a second time this day of , 2014.

Read a third time this day of , 2014.

Adopted this day of , 2014.

Chairperson

Chief Administrative Officer



ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT
 2014 ANNUAL BUDGET
 SCHEDULE A - BYLAW NO. 116

Line	History			Budget	Line
	2013 ACTUAL	2013 PLAN		2014	
REVENUE					
1	\$ 451,342	\$ 395,928	Surplus (deficit) from prior years	601,274	1
2	1,914,072	1,914,072	Tax requisition	1,985,726	2
3	21,560	8,000	Grants in lieu of taxes	8,000	3
4	124,068	20,000	Investment income & refunds	20,000	4
5	\$ 2,511,042	\$ 2,338,000	TOTAL REVENUE	\$ 2,615,000	5
EXPENDITURES					
6	\$ 18,000	\$ 18,000	Administration costs	\$ 18,000	6
7	578,791	601,000	Debenture - interest	527,000	7
8	762,977	1,169,000	Debenture - principal	520,000	8
9	550,000	550,000	Annual equipment grant	550,000	9
10	-	-	WCGH Emergency Department	1,000,000	10
11	\$ 1,909,768	\$ 2,338,000	TOTAL EXPENDITURES	\$ 2,615,000	11

**ALBERNI CLAYOQUOT REGIONAL HOSPITAL DISTRICT
DEBENTURE DEBT BALANCE DECEMBER 31, 2013**

Issue	LA/CB	SI	Balance Dec 31, 2012	Payments & Actuarial Adj	Balance Dec 31, 2013	Maturity Date	2014 Debt Principal	2014 Interest
71	75	1999F	574,146.20	71,541.47	502,604.73	01 Dec 2019	41,233.30	39,181.90
72	75	2000S	1,571,314.69	167,517.31	1,403,797.38	01 Jun 2020	101,050.54	96,023.16
73	75/82	2000F	2,132,680.55	227,364.33	1,905,316.22	01 Jun 2020	137,151.73	130,328.26
75	83/75/82	2001F	2,575,718.30	233,592.10	2,342,126.20	01 Jun 2022	136,576.46	137,738.96
77	75/82	2002S	998,404.97	79,377.76	919,027.21	01 Jun 2020	48,731.06	49,145.84
78	75	2002F	271,988.55	21,624.34	250,364.21	01 Jun 2020	13,275.47	9,218.28
79	75	2003S	223,527.60	15,733.85	207,793.75	03 Jun 2023	10,142.18	12,728.63
80	75	2003F	228,328.57	228,328.57	0.00	03 Oct 2023	0.00	0.00
93	75/82	2005S	61,825.67	4,070.85	57,754.82	04 Jun 2025	4,070.85	3,049.30
514	54	514	15,427.77	15,427.77	0.00	23 Aug 2013	0.00	0.00
517	54	517	25,330.85	8,753.09	16,577.76	30 Nov 2023	5,525.92	11,571.82
518	54	518	103,429.21	18,718.10	84,711.11	11 Jun 2017	9,133.89	19,713.58
610	54	610	8,362.44	4,079.26	4,283.18	09 Jun 2014	1,777.38	5,222.40
612	54	612	3,056.21	3,056.21	0.00	23 Aug 2013	0.00	0.00
613	54	613	10,706.84	10,706.84	0.00	23 Aug 2013	0.00	0.00
619	57	619	15,787.35	15,787.35	0.00	23 Aug 2013	0.00	0.00
620	57 54	620	2,016.68	2,016.68	0.00	23 Aug 2013	0.00	0.00
623	54	623	29,180.21	5,280.90	23,899.31	29 Dec 2017	2,577.00	4,162.90
624	54	624	53,263.93	13,006.16	40,257.77	30 Nov 2023	8,259.03	17,294.80
			<u>\$ 8,904,496.59</u>	<u>\$ 1,145,982.94</u>	<u>\$ 7,758,513.65</u>			
							<u>\$ 519,504.81</u>	<u>\$ 535,379.83</u>