

**MINUTES
PUBLIC BOARD MEETING**

Wednesday, September 24, 2008

**Palliser Health Region
Corporate Offices
Classroom A/B
666 – 5 Street SW
Medicine Hat T1A 4H6**

PRESENT:

Board Members: Mr. Ken Hughes, Chair
Mr. Jack Ady
Ms. Linda Hohol
Mr. John Lehnert
Ms. Irene Lewis
Ms. Catherine Roozen
Mr. Don Sieben

Executive & Staff: Ms. Charlotte Robb, Interim CEO, Alberta Health Services
Ms. Patti Grier, Alberta Health Services Board Office
Mr. David Weyant, Interim Chief Legal Officer

CALL TO ORDER

The meeting was called to order at 1:30 p.m.

APPROVAL OF AGENDA

MOVED BY MS. IRENE LEWIS, SECONDED BY MR. JACK ADY, that the agenda for the Alberta Health Services Board Public Meeting of September 24, 2008 be approved.

MOTION CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

MOVED BY MS. CATHY ROOZEN, MR. JOHN LEHNERS, that the minutes for the Alberta Health Services Board Public Meeting dated August 13, 2008, be approved.

MOTION CARRIED UNANIMOUSLY

CHAIR'S REMARKS

Mr. Hughes advised that the meeting was being transmitted to healthcare sites throughout Alberta through Telehealth and will also be posted on the AHS website for all Albertans to view. He further advised that He advised that public meetings of the AHS Board are to conduct the business of the Board and under current governance procedures there is no opportunity for the public to provide comment or ask questions.

Mr. Hughes commented that it has been a busy few days here in Medicine Hat, as the board members and executive team have had a great opportunity to tour health care facilities; talk to the leadership, staff and physicians in the area; and meet with community members.

He stated that the Board has heard loud and clear that the most pressing issue in this area is the renovation and expansion of Medicine Hat Regional Hospital and the Alberta Health Services Board supports upgrading the facility where necessary for the best possible service delivery and sustainability.

At the moment, he advised, the Board is focused on the “provision of services” piece of the restructuring, to make sure that patient care is provided in a seamless manner, and then the Board will look at the priority capital projects across the province.

Mr. Hughes further stated that bringing together more than 80,000 employees, hundreds of programs and a wide range of processes and approaches to health care delivery is recognized as being one of the largest change initiatives ever undertaken in Canada. It takes time, because it needs to be done in a thoughtful manner. We have the opportunity to set the stage for a health care system that is accessible and sustainable for Albertans now and in the future.

He further advised that Board members have been provided with variety of opportunities to engage in conversation with communities across the province – meeting with service groups, foundations, health care professional groups, elected representatives, and others. He stated the Board is offering information on the work that is underway, and – more importantly – listening to the ideas and concerns of Albertans, and feeding that information back to our fellow board members and the Alberta Health Services executive team.

Mr. Hughes advised of the Alberta Health Services executive team activities as follows:

- The executive team has been very active, traveling across the province and meeting with health leadership teams.
- Continuum of Care has established 7 integration teams that will look at integrating care pathways throughout the province. They are comprised of a small number of representatives, and have aggressive timelines for outcomes that include strategies for implementation. The 7 teams are Seniors Care, Women and Children’s Health, Men’s Health, Emergency departments, Lab/Diagnostics, Rehabilitation, and Mental Health/Addictions.
- Other transition teams are also at work in a number of areas, including procurement, finance, technology and others.
- A team of physicians from across the province has been formed to lead a physician engagement process. They will seek input from physicians on a structure for the medical organization, and alignment with the Alberta Health Services structure. As independent, contracted professionals, physicians must play a vital role in creating new, better-integrated processes that improve patient

access to care. The physician working group will be led by Dr. Robert Bear, a well-known and –respected health care consultant.

- A Clinical Advisory team has also been established, and is chaired by Dr Jennifer Rice. They are working on the development of Provincial medical bylaws and hospital privilege processes, as well as advising on clinical and service delivery change issues.
- Work is underway on the consolidation of the existing 30 EMS dispatch centres across the province. Alberta Health and Wellness will soon open a competitive process to provide these services in a consistently high-quality manner for all Albertans.
- This integration is just one example of building the foundation for better health care in Alberta.
- The AHS executive team has been working very hard to design a health care system that is provincial in design and local in delivery. Their vision is to develop a healthcare system with consistently high quality care, which puts the voice of the patient first, which acts as good steward of Alberta's resources, and which effectively translates innovation and knowledge into practice. This vision is what is driving the transition to a single, province-wide system.

Bright Ideas:

Mr. Hughes advised that good ideas about health care continue to come in from staff and the public and he has committed to sharing some of these with the public at each Board meeting. In September, some of the comments and suggestions related to:

- Improving the access and consistent care for people with addictions and mental health.
- Increasing access to dietitians through Health Link and the primary care centres.
- Promoting disease and injury prevention, as well as health promotion.
- Freeing up prime clinical space by relocating non-clinical services to other sites and consolidating similar functions.
- Expanding the health information available on-line.
- Considering networking groups for staff and flexibility for older workers.
- Increasing services to seniors in their own homes.

Mr. Hughes also commented that the Board and management also receive comments thanking us for encouraging workers to submit ideas, and for the commitment to read and acknowledge each one.

He further advised that in some ways, trying to respond to the hundreds of great ideas has been daunting, and yet this feedback is invaluable. We have many of the solutions already working somewhere in the province. We will leverage them through this type of participation. Mr. Hughes thanked everyone for their ideas and thoughts.

Mr. Hughes closed in stating that together we can build the effective, integrated, patient-focused health care system that Albertans need and deserve.

AGENDA ITEMS

AHSB08-08 2007/2008 Annual Reports for Aspen Regional Health, Calgary Health Region, Capital Health, Chinook Health, David Thompson Health Region, East Central Health, Northern Lights Health Region, Palliser Health Region, Peace Country Health, AADAC, Alberta Cancer Board and Alberta Mental Health Board

Ms. Robb, Interim CEO, advised that Report AHSB08-08, the 2007/08 annual reports for the health regions, was an outstanding item from previous Board's that required conclusion.

MOVED BY MR. DON SIEBEN, SECONDED BY MR. JOHN LEHNERS:	Executive Management Team
1. That the Alberta Health Services Board approves Report AHSB08-08, 2007/2008 Annual Reports for Aspen Regional Health, Calgary Health Region, Capital Health, Chinook Health, David Thompson Health Region, East Central Health, Northern Lights Health Region, Palliser Health Region, Peace Country Health, AADAC, Alberta Cancer Board and Alberta Mental Health Board for submission to Alberta Health and Wellness.	Legal
2. That the Alberta Health Services Board Chair signs the Letter of Accountability as required by Alberta Health and Wellness.	
MOTION UNANIMOUSLY CARRIED	

AHSB08-09 Establishment of Waiver Committee

Mr. Weyant, Interim Chief Legal Officer, advised that the Public Health Acts sets our mandatory regulations which requires the Board to hear requests of waivers from the public.

MOVED BY MS. LINDA HOHOL, SECONDED BY MS. CATHY ROOZEN, that the Alberta Health Services Board approve Report AHSB08-09, the resolution to establish the Waiver Committee, appoint three (3) Board Members as members of the Waiver Committee and adopt the Terms of Reference for the Waiver Committee as follows.	Legal Board Office
WHEREAS:	
A. Pursuant to section 3(1) of the <i>Waiver Regulation</i> ("Regulation") made pursuant to the <i>Public Health Act</i> (Alberta)	

(“PHA”), a regional health authority is required to hold a hearing to consider requests for the regional health authority to waive or mitigate the application of provisions of prescribed regulations made pursuant to PHA;

B. Pursuant to section 9 of the Regulation, a regional health authority may establish one or more subcommittees of at least three (3) members each to hear and decide applications made under the Regulation;

C. Pursuant to section 8.1 of the Alberta Health Services Board General Bylaws (“Bylaws”), the Alberta Health Services Board (the “Board”) may establish one or more committees, councils, or task forces by resolution at any Board meeting; and

D. The Board has determined that it is advisable to establish a subcommittee of the Board to hear applications made under the Regulation.

NOW THEREFORE, the Members of the Authority do hereby resolve that:

1. The Board, as the common governance board for the Authorities, establish a Waiver Committee.

2. The initial chair and initial members of the Waiver Committee (collectively, the “Committee Members”) be the following:

Chair	-	Mr. Don Sieben
Member	-	Mr. John Lehnert
Member	-	Ms. Catherine Roozen

3. The Chair of the Board may from time to time fill any vacancy among the Committee Members or increase membership of the Waiver Committee by appointing other Board Members as Committee Members.

4. Any prior delegations under section 8 of the Waiver Regulation are revoked without prejudice to the effectiveness of any lawful exercise prior to the date of this revocation of the powers and duties assigned under the prior delegation.

5. Notwithstanding the delegations set out in this resolution, the Board may do any act or thing in respect of which these delegations were granted, including establishing additional Waiver Committees.

6. The Board, as the common governance board for the Authorities, adopt the Terms of Reference for the Waiver Committee attached hereto as Schedule “A”.

IN WITNESS WHEREOF all of the Members of the Authorities have approved this resolution as of this 24th day of September,

2008.	
MOTION UNANIMOUSLY CARRIED	

AHSB08-11 Amalgamation of Finance and Audit Committees

Mr. Hughes, Board Chair, advised that the Audit and Finance Committees were being amalgamated to address the workload of the current seven Board members.

Mr. Weyant, Interim Chief Legal Officer, further advised that nature and work of Finance and Audit Committee and over-lapping as well they have similar synergies. He further advised that the Auditor General has approved combining of these two committees and appointment of Don Sieben as the Chair.

<p>MOVED BY MR. JOHN LEHNERS, SECONDED BY MS. LINDA HOHAL, the Alberta Health Services Board approve Report AHSB08-11, the attached resolution approving combining the Finance Committee and the Audit Committee.</p> <p>WHEREAS by resolution passed on May 30, 2008, the Alberta Health Services Board (the “AHSB”) established six committees including a Finance Committee and an Audit Committee;</p> <p>AND WHEREAS there is overlap between the functions of the Finance Committee and the Audit Committee, and a limited number of members of the AHSB (the “Members”) to sit on AHSB committees in general at this time;</p> <p>AND WHEREAS the AHSB wishes to combine the Finance Committee and the Audit Committee.</p> <p>NOW THEREFORE the Members of Alberta Health Services do hereby resolve that:</p> <ol style="list-style-type: none"> 1. The Finance Committee and the Audit Committee shall be combined into one committee, the Audit and Finance Committee. 2. The membership of the Audit and Finance Committee shall be the combined current memberships of the Finance Committee and the Audit Committee. The chair of the Audit and Finance Committee shall be Don Sieben. 3. The Chair is authorized to sign all such other documents and do all such other acts and things as may be necessary or desirable to give effect to the above resolution. <p>IN WITNESS WHEREOF all of the Members of Alberta Health Services have approved these resolutions as of this 24th day of September, 2008.</p> <p style="text-align: center;">MOTION UNANIMOUSLY CARRIED</p>	<p>Legal Board Office</p>
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AHSB08-13 Alberta Health Services Board Terms of Reference

Ms. Hohal, as Chair of the Governance Committee, advised the Committee has developed the Terms of Reference to assist the Board in the work they do. The Terms of Reference are listed below in the motion.

MOVED BY MS. LINDA HOHAL, SECONDED BY MR. CATHY ROOZEN, that the Alberta Health Services Board approve Report AHSB08-13, the attached resolution approving the Terms of Reference in the forms attached to the resolution and adopt the Terms of Reference for use by the AHSB and Alberta Health Services.

WHEREAS the members (the “Directors”) of the Alberta Health Services Board (the “AHSB”), the single governance board for Alberta Health Services, wish to discharge their duties in accordance with their legal obligations and the principles of good governance (the “Governance Goals”);

AND WHEREAS to accomplish the Governance Goals, the Directors wish to set terms of reference for the AHSB, the Directors, the chair of the AHSB (the “Chair”), the chief executive officer of Alberta Health Services (the “CEO”) and all of the committees of the AHSB (the “Terms of Reference”);

NOW THEREFORE the Directors of Alberta Health Services do hereby RESOLVE THAT:

- 1. The following Terms of Reference in the form attached to this resolution are approved and adopted for use:**
 - a. Terms of Reference for the AHSB**
 - b. Terms of Reference for the Chair**
 - c. Terms of Reference for Individual Directors**
 - d. Terms of Reference for the CEO**
 - e. Terms of Reference for the Audit and Finance Committee**
 - f. Terms of Reference for the Governance Committee**
 - g. Terms of Reference for the Health Advisory Committee**
 - h. Terms of Reference for the Human Resources Committee**
 - i. Terms of Reference for the Ethics and Quality Committee**
- 2. The definitions attached to the Terms of Reference for the AHSB as Appendix “A” are hereby approved and**

<p>adopted for use for the Terms of Reference described in items 1a. to 1i. of this resolution.</p> <p>3. The Chair is authorized to sign all such other documents and do all such other acts and things as may be necessary or desirable to give effect to the above resolutions.</p> <p>IN WITNESS WHEREOF all of the Directors of Alberta Health Services have approved these resolutions as of this 24th day of September, 2008.</p> <p>MOTION UNANIMOUSLY CARRIED</p> <p>MOVED BY MS. LINDA HOHAL, SECONDED BY MS. CATHY ROOZEN, that Mr. John Lehnerts replace Ms. Irene Lewis on the Quality and Ethics Committee.</p> <p>MOTION UNANIMOUSLY CARRIED</p>	
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AGENDA ITEMS

NOTE: Mr. Hughes, Board Chair, advised that the Board is comprised of nine Regions and three Entities and business of these former Boards needs to be addressed during the transition over the next year.

Calgary Health Region

<p>MOVED BY MS. IRENE LEWIS, SECONDED BY MS. LINDA HOHAL that the Alberta Health Services Board approve Report CHR08-03, Appointments of the following Members to the Claresholm & District Health Foundation, for a three-year term to September 2011, renewable for additional terms to a maximum of ten years as outlined in the Bylaw:</p> <ul style="list-style-type: none"> • Dr. Jeff Jones • Mr. Keith Alder <p>MOTION UNANIMOUSLY CARRIED</p>	<p>Interim COO, Planning & Programming</p> <p>Claresholm & District Health Foundation</p>
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Capital Health

CH08-01 Appointment of Community Health Council Members, Evansburg & District, Leduc & Area, Mill Woods South East Edmonton, Strathcona County, South West Edmonton, Tri-Community, North Edmonton, St. Alberta, West Central Edmonton

MOVED BY MS. CATHY ROOZEN, SECONDED BY MR. DON SIEBEN, that the Alberta Health Services Board approve Report CH08-01 and appoint the following new members to Capital Health's Community Health Councils for the term, effective October 1, 2008 – March 31, 2009.		Interim COO, Planning & Programming
<u>EVANSBURG & DISTRICT COUNTY</u>	<u>STRATHCONA</u>	
Dawn Cacka Floyd Fausak Worthington - alternate Ronald Martel Shirley Munro Charles Tierney	Sandra Harrington Jayne	
<u>LEDUC & AREA</u>	<u>SOUTH WEST EDMONTON</u>	
Evelyn Cliff Kenneth Common	Eunice Edgington Bonnie Steiner Catherine Workun Susan Bocchinfuso	
<u>MILL WOODS SOUTH EAST EDMONTON</u>	<u>TRI-COMMUNITY</u>	
Inge Kassteen Kari Krell Crystel Magus Barbara Tuepah	Valerie Campbell	
<u>NORTH EDMONTON</u>	<u>WEST CENTRAL EDMONTON</u>	
Carolyn Henry Jack Hozack Kelly Rocco Cathy Smith Sandra Thomson Ozair Vicaruddin	Tina Jardine	
<u>ST. ALBERT</u>		

Kathie Eberhart Mike Lorenz Gail Zabolotny	
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MOTION UNANIMOUSLY CARRIED

CH08-02 Reappointment of Current Community Health Council Members to a Second Term, St. Albert, Strathcona County, South West Edmonton, West Central

MOVED BY MR. JACK ADY, SECONDED BY MR. DON SIEBEN, that that the Alberta Health Services Board approve Report CH08-02 and reappoint the following members to a second term, effective October 1, 2008 – March 31, 2009. <table> <tr> <td><u>ST. ALBERT</u></td><td><u>SOUTH WEST EDMONTON</u></td></tr> <tr> <td>Bonnie Nixon</td><td>Jillian Banks</td></tr> <tr> <td><u>STRATHCONA COUNTY</u></td><td><u>WEST CENTRAL</u></td></tr> <tr> <td>Marion Bulmer</td><td>Louise Charach</td></tr> <tr> <td>Keith Paterson</td><td>Brigitte Cormier</td></tr> <tr> <td>Suzanne Zaph</td><td>Patricia Foster</td></tr> <tr> <td></td><td>Yovella Mizrahi.</td></tr> </table> <p>MOTION UNANIMOUSLY CARRIED</p>	<u>ST. ALBERT</u>	<u>SOUTH WEST EDMONTON</u>	Bonnie Nixon	Jillian Banks	<u>STRATHCONA COUNTY</u>	<u>WEST CENTRAL</u>	Marion Bulmer	Louise Charach	Keith Paterson	Brigitte Cormier	Suzanne Zaph	Patricia Foster		Yovella Mizrahi.	Interim COO, Planning & Programming
<u>ST. ALBERT</u>	<u>SOUTH WEST EDMONTON</u>														
Bonnie Nixon	Jillian Banks														
<u>STRATHCONA COUNTY</u>	<u>WEST CENTRAL</u>														
Marion Bulmer	Louise Charach														
Keith Paterson	Brigitte Cormier														
Suzanne Zaph	Patricia Foster														
	Yovella Mizrahi.														

Chinook Regional Health Authority

CRHA08-02 Chinook Health Signing Authority for Contracts

Mr. Weyant, Interim Chief Legal Officer, advised that as a result of stalling changes with the Chinook Regional Health Authority, they require additional signing authority to conduct business. He further advised that the Audit and Finance Committee will be looking at global Alberta Health Services signing authorities; however this will serve in the interim.

MOVED BY MS. CATHERINE ROOZEN, SECONDED BY MR. DON SIEBEN, that the Alberta Health Services Board approve Report CRHA08-02, contracts and general signing authorities for Chinook Health by the following individuals: At least one of the following: <ul style="list-style-type: none"> a) Executive Director, Finance b) Vice President, Corporate and Support Services And no more than one of the following: <ul style="list-style-type: none"> c) Chief Clinical Officer d) Vice President, Acute Care and Regional Liaison Officer e) Vice President, Seniors Health 	Interim CFO Legal
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f) Vice President (any).	
MOTION UNANIMOUSLY CARRIED	

David Thompson Health Region

DTHR08-01 Approval of Stettler Health Services Foundation Bylaws

Mr. Weyant, Interim Chief Legal Officer, advised that due to two changes in legislation each Health Foundation in Alberta was required to amend bylaws to a level received by the Ministry.

MOVED BY MS. IRENE LEWIS, SECONDED BY MS. LINDA HOHAL, that the Alberta Health Services Board approve Report DTHR08-01, the Stettler Health Services Foundation Bylaws established pursuant to the <i>Regional Health Authorities Act, R.S.A. 2000 c. R-10 and the amended Regional Health Authorities Foundation Regulation, A.R. 28/2007.</i>	Interim COO, Planning & Programming
MOTION UNANIMOUSLY CARRIED	

Northern Lights Health Region

NLHR08-02 Northern Lights Health Region's 2008 - 2011 Health Plan

Ms. Robb, Interim CEO, advised the Health Plan is a document required to be produced by Regions and forwarded to the Minister of Alberta Health and Wellness. The previous Board for North Lights Health Regions was unable to complete that. Accordingly, approval was discharged to the Alberta Health Services Board.

MOVED BY MR. JOHN LEHNERS, SECONDED BY MS. IRENE LEWIS, that:	Interim COO, Corporate Planning & Human Resources
<ol style="list-style-type: none"> 1. That the Alberta Health Services Board approves Report NLHR08-02, Northern Lights Health Region's 2008 - 2011 Health Plan for submission to Alberta Health and Wellness. 2. That the Alberta Health Services Board Chair signs the Statement of Accountability as required by Alberta Health and Wellness. 	Alberta Cancer Board
MOTION UNANIMOUSLY CARRIED	

Alberta Cancer Board

ACB08-02 Formal Establishment of the Alberta Cancer Research Institute (ACRI)

Ms. Robb, Interim CEO, advised this initiative was one that the Alberta Cancer Board has worked on for many years, and this is a research institute established for the benefit of all Albertan throughout the Province.

MOVED BY MS. CATHY ROOZEN, SECONDED BY MR. DON SIEBEN, that the Alberta Health Services Board approve Report ACB08-02, Formal Establishment of the Alberta Cancer Research Institute (ACRI), as outlined in the Business Plan.	Interim COO, Planning & Programming
MOTION UNANIMOUSLY CARRIED	

Alberta Mental Health Board (AMHB)

AMHB08-01 Approval of the AMHB 2007 – 2008 Fourth Quarter Performance Report

Ms. Robb, Interim CEO, advised that the Fourth Quarter Report covering 2007-08 is an outstanding matter of the previous Alberta Cancer Board and is now the responsibility of the Alberta Health Services Board.

MOVED BY MS. CATHY ROOZEN, SECONDED BY MR. DON SIEBEN, that the Alberta Health Services Board approve Report ACB08-02, Formal Establishment of the Alberta Cancer Research Institute (ACRI), as outlined in the Business Plan.	Interim COO, Planning & Programming
MOTION UNANIMOUSLY CARRIED	

Human Resources Committee

Ms. Lewis, Chair of the Human Resources Committee, commented on the importance to follow principles of openness and transparency and the Board was pleased to approve process for posing and decisions of these RFP's being stringent criteria for each proposal reviewed by the Human Resources Committee of the Board and provide this recommendation. Upon approval the successful candidates will be advised.

HR08-11 RFP Executive and Management Compensation, SERP and Benefits Consolidation and Administration

MOVED BY MS. IRENE LEWIS, SECONDED BY MR. DON SIEBEN, that the Alberta Health Services Board approve Report	Interim COO,
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HR08-11, RFP Executive and Management Compensation, SERP and Benefits Consolidation and Administration.	Legal
MOTION UNANIMOUSLY CARRIED	

HR08-12 RFP Chief Executive Officers Executive Search

MOVED BY MS. IRENE LEWIS, SECONDED BY MR. DON SIEBEN, that the Alberta Health Services Board approve Report HR08-12, RFP Chief Executive Officers Executive Search.	Interim COO, Legal
MOTION UNANIMOUSLY CARRIED	

HR08-13 RFP Chief Operating Officers Executive Search

MOVED BY MS. IRENE LEWIS, SECONDED BY MR. DON SIEBEN, that the Alberta Health Services Board approve Report HR08-13, RFP Chief Operating Officers Executive Search.	Interim COO, Legal
MOTION UNANIMOUSLY CARRIED	

OTHER BUSINESS

Mr. Hughes, Board Chair, advised some items on the original agenda were deferred to a future Committee agendas for further discussion.

Mr. Hughes further advised that, to date, locations of meetings have been in Red Deer, Calgary, Edmonton, Grande Prairie, Medicine Hat, and Westlock in November, making an effort to move around the province.

Mr. Hughes thanked everyone for attending the meeting.

NEXT MEETING

Date: October 16, 2008
Location: Fort McMurray
Time: TBD

ADJOURNED

MOVED BY LINDA HOHOL, SECONDED BY IRENE LEWIS, that the meeting of the Alberta Health Services Board adjourn at 2:00 p.m.

MOTION UNANIMOUSLY CARRIED