



**MINUTES
PUBLIC BOARD MEETING**

Thursday, November 13, 2008

**Boardroom
Suite 700 Manulife Place
10180 – 101 Street
Edmonton, AB T5J 3S4**

PRESENT:

Board Members: Mr. Ken Hughes, Chair
Mr. Jack Ady
Ms. Linda Hohol
Mr. John Lehnern
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 9:30 a.m.

Mr. Hughes, Board Chair, acknowledged former Senator Thelma Chalifoux who provided an opening prayer at the meeting.

DECLARATION OF CONFLICT OF INTEREST

There were no additional Conflicts of Interest relevant to the agenda other than those previously declared.

APPROVAL OF AGENDA

MOVED BY MR. JACK ADY, SECONDED BY MR. JOHN LEHNERS, that the agenda for the Alberta Health Services Board Public Meeting of November 13, 2008 be approved.

MOTION UNANIMOUSLY CARRIED

APPROVAL OF MINUTES

<p>MOVED BY MS. IRENE LEWIS, SECONDED BY MS. CATHERINE ROOZEN, that the minutes for the Alberta Health Services Board Public Meeting dated October 16, 2008, be approved.</p>	
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MOTION UNANIMOUSLY CARRIED

CHAIR'S REMARKS

The Board Chair, Mr. Hughes advised the meeting was being transmitted to healthcare sites throughout Alberta through Telehealth and that a video recording will also be posted on the AHS website for all Albertans to view.

Mr. Hughes further advised that public meetings of the Alberta Health Services Board are to conduct the business of the Board and under current governance procedures there is no opportunity for the public to comment or ask questions within the meeting.

Mr. Hughes advised that the meeting was originally scheduled to be held in Westlock but due to weather conditions this was not possible. He also advised that the Board is committed to moving around Alberta and visiting all the former health regions.

Following is a transcript of Mr. Hughes remarks at the meeting:

“It’s been another busy month for the Alberta Health Services board and executive, as the complex work of restructuring our health system continues.

There’s a great deal of management and administrative work to be done. There is also a great deal of engagement with the community that needs to take place, in order to operate in as transparent and collaborative a manner as possible.

Last night, for example, the board hosted a community dinner with approximately 60 community leaders in Westlock. We had a chance to personally thank members of the former Aspen Regional Health Board including the former Chair, and to chat with folks from across that region. These events are extremely important to make sure the Board remains in touch with Albertans and healthcare providers.

These events are also an important part of making sure that we on the board, and the Alberta Health Services executive, are in touch with the needs of communities across the province.

What we learn will inform our mission, which is to build a patient-focused health care system that is accessible and sustainable for all Albertans.

Successfully integrating the nine former health regions, as well as AADAC, the Alberta Cancer Board and the Alberta Mental Health Board will have many benefits.

- Best practices and health innovation will be efficiently shared across the province.
- Provincial clinical care pathways will improve patient access to care and services.
- Our collective recruitment initiatives will be more successful.
- Use of resources will be better coordinated.
- Artificial barriers and unnecessary duplication of efforts and processes will be eliminated.

Some of that work is already underway. The *Purchasing and Supply Management transition team* has conducted site visits to better understand the challenges and opportunities in each area.

One of the first steps is that all large requisitions are being handled centrally so that we can begin to identify and implement common purchase initiatives where it makes sense.

Other integration is taking place across the delivery system. For example, The *Rehabilitation Services Integration Team* surveyed health care providers, professional associations and colleagues across the province to identify the immediate priorities. It then set up working groups to:

- support the use of care pathways and best practices;
- conduct a provincial inventory of existing rehabilitation services
- determine how to use technology more effectively to improve care.

In another field, the *Addiction and Mental Health Integration Team* convened a planning session with 45 community leaders to develop principles and recommendations that will guide our service integration.

Advertising and public health campaigns launched in the past month include the health professional recruitment campaign, the “Stand up for your Life” health promotion campaign, and the influenza vaccination campaign.

It’s been a very busy fall.

The transition for Emergency Medical Services is going well. A request for Proposals for the consolidation of Dispatch Centres closed on Monday, November 10 and the submissions will be reviewed over the next couple of weeks.

One of the items many people heard about, because it generated provincial and national news, was the discovery of an infection control incident at the High Prairie Health Complex.

While the risk to patients was very low, it was important to get the information out to anyone who might have been affected, and to ensure that the practice was stopped immediately. Our investigation is ongoing, as is our commitment to the highest standards of infection prevention and control.

We’re in the process of completing an inventory of foundations and Community Health Councils and meeting with them to seek their input.

Our message to them has been clear that their role in the health system is important. The funds collected by foundations will remain in their local area, and must be put to work in ways that best meet the needs of patients locally.

Suggestions continue to flow in through the Bright Ideas section of the Alberta Health Services website.

Suggestions have come forward about:

- how to minimize drug wastage
- how to maximize facilities for influenza vaccination clinics
- the benefits of an encrypted electronic records card to store patients' medical history
- making reporting of immunizations mandatory so people don't have to remember when they had their last shots,
- and implementing a centralized waiting list and registry for cardiac catheterization.

Every question and suggestion is being read, fanned out through the organization for consideration and response as appropriate, and passed along to the appropriate working groups.

I'd like to encourage staff, physicians, patients and community members to use the Alberta Health Services website as a resource for staying informed about the changes occurring across the province, and for sharing insights and ideas."

Mr. Hughes further advised that today's agenda includes a variety of items which form part of the mandate of the Board. These include a presentation from Charlotte Robb, Interim CEO on the Alberta Health Services Organizational Structure; approvals of revised Terms of Reference for the Board's Governance and Human Resources Committees; and a Transfer of Land in the former David Thompson Health Region.

Mr. Hughes advised that the Board is expecting a number of additional Board Members to be appointed shortly by the Minister of Health and Wellness to bring the total membership to 15.

PRESENTATION

- Update on Alberta Health Services Organizational Structure

Mr. Hughes, Board Chair, introduced Ms. Charlotte Robb, Interim CEO, who provided a presentation outlining the Alberta Health Services Organizational Structure.

Ms. Robb's presentation is attached and forms part of the Corporate Record.

Mr. Hughes thanked Ms. Robb for her update and advised this presentation will be posted on the Alberta Health Services website. Mr. Hughes also advised the Board is appreciative of the work Ms. Robb has undertaken.

RECOMMENDATION(S) FROM STANDING COMMITTEE(S)

Audit and Finance Committee, October 29, 2008

Mr. Don Sieben, Chair, Audit and Finance Committee, advised that the Audit and Finance Committee was pleased to bring this transfer to conclusion following a three-year process. He further advised that operational commissioning for this facility was underway with the occupancy beginning in November 2008 and full occupancy prior to Christmas 2008.

Mr. David Weyant, Interim CLO, advised that the David Thompson Health Region was the successful proponent in a bid advertised by Alberta Infrastructure in August 2004 to re-establish the Michener Services South Administration Center that was struck by lightning on June 17/2003. The building is 85 percent construction complete and the transfer of title from the Government of Alberta to David Thompson Health Region is required. The Health Region received approval for the re-establishment of the Michener Services South Administration Building in December of 2005. As per the Real Estate Purchase Agreement dated November 17, 2006, it was agreed that transfer would occur for the nominal sum of one dollar. The land transfer could not be requested until the Province received the insurance proceeds. The proceeds were received March 2008.

AF08-34 Transfer of Land (David Thompson Health Region)

MOVED BY MR. DON SIEBEN, SECONDED BY MS. LINDA HOHOL, that the Alberta Health Services Board approve Report AF08-34, and the attached resolution approving the Transfer of Land (David Thompson Health Region).

WHEREAS the Members of the Alberta Health Services acknowledge:

- 1. The David Thompson Health Region was the successful proponent in a bid advertised by Alberta Infrastructure in August 2004 to re-establish the Michener Services South Administration Center that was struck by lightning on June 17/2003.**
- 2. The building is 85 percent construction complete and the transfer of title from the Government of Alberta to David Thompson Health Region is required.**
- 3. The David Thompson Health Region received approval for the re-establishment of the Michener Services South Administration Building in December of 2005 and as per the Real Estate Purchase Agreement dated November 17, 2006, it was agreed that transfer would occur for the nominal sum of one dollar.**
- 4. The land transfer could not be requested until the Province received the insurance proceeds and the proceeds were received March 2008.**

AND WHEREAS the David Thompson Health Region is requesting Ministerial approval to purchase 5.37 hectares of lands (13.27 acres) legally described as Plan 0624309, Block 10, Lot 3 from the Province of Alberta for the nominal sum of one dollar.

NOW THEREFORE the members of Alberta Health Services (the “Members”) do hereby resolve that:

- 1. In accordance with Section 2.6 of the *Regional Health Authorities Regulation, AR 15/95 as amended*, approval be given to the David Thompson Health Region to purchase 5.37 hectares of lands (13.27 acres) legally described as Plan 0624309, Block 10, Lot 3 from the Province of Alberta for the nominal sum of one dollar.**
- 2. 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.**

MOTION UNANIMOUSLY CARRIED

Governance Committee, October 31, 2008

GOV08-02 Governance Committee Terms of Reference

Ms. Linda Hohol, Chair, Governance Committee, advised that minor amendments were made to the Governance Terms of Reference, which included specific timelines for review of the Committees responsibilities. She further advised that two important responsibilities of the Committee are the development of the Conflict of Interest Bylaw and the Code of Conduct Policy, and that it was the Committees desire to bring the Policy and Bylaw forward to the November 27, 2008 meeting of the Governance Committee.

MOVED BY MS. LINDA HOHOL, SECONDED BY MS. CATHERINE ROOZEN, that the Alberta Health Services Board approve Report GOV08-02, the resolution to replace the Governance Committee Terms of Reference with the Amended Terms of Reference.

WHEREAS by resolution passed on September 24, 2008, the members (the “Members”) of the Alberta Health Services Board (the “AHSB”) approved terms of reference (the “Terms of Reference”) for the Governance Committee (the “Committee”);

AND WHEREAS the Committee met on October 31, 2008 and resolved to amend the Terms of Reference (the “Amended Terms of Reference”) to correct typographical and other small errors in the Terms of Reference.

NOW THEREFORE the Members of Alberta Health Services do hereby resolve that:

<ol style="list-style-type: none"> 1. The Amended Terms of Reference in the form presented to the Members is hereby approved and will replace the prior Terms of Reference approved by the Members for use by the Committee. 2. 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 style="text-align: center;">MOTION UNANIMOUSLY CARRIED</p>	
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Human Resources Committee, November 4, 2008

HR08-14 Human Resources Committee Terms of Reference

Ms. Irene Lewis, Chair, Human Resources Committee, advised that minor amendments were made to the Human Resources Committee Terms of Reference and that as the Committees meet and work through their responsibilities changes to their Terms of Reference may be required.

<p>MOVED BY MS. IRENE LEWIS, SECONDED BY MR. JACK ADY, that the Alberta Health Services Board approve Report HR08-14, the resolution to replace the Human Resources Committee Terms of Reference with the Amended Terms of Reference.</p> <p>WHEREAS by resolution passed on September 24, 2008, the members (the “Members”) of the Alberta Health Services Board (the “AHSB”) approved terms of reference (the “Terms of Reference”) for the Human Resources Committee (the “Committee”);</p> <p>AND WHEREAS the Committee met on November 4, 2008 and resolved to amend the Terms of Reference (the “Amended Terms of Reference”) to correct typographical and other small errors in the Terms of Reference.</p> <p>NOW THEREFORE the Members of Alberta Health Services do hereby resolve that:</p> <ol style="list-style-type: none"> 1. The Amended Terms of Reference in the form presented to the Members is hereby approved and will replace the prior Terms of Reference approved by the Members for use by the Committee. 2. 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 style="text-align: center;">MOTION UNANIMOUSLY CARRIED</p>	
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OTHER BUSINESS

No other business was discussed.

NEXT PUBLIC MEETING

Date: December 10, 2008
Location: Edmonton, AB
Time: TBD

ADJOURNED

MOVED BY MR. JOHN LEHNERS SECONDED BY MR. DON SIEBEN, that the meeting of the Alberta Health Services Board adjourn at 10:15 a.m.

MOTION UNANIMOUSLY CARRIED

Chair

Recording Secretary