

PUBLIC BOARD MEETING

March 25, 2009

**Red Deer Regional Hospital Centre - Boardroom
South Complex Building, 3rd Floor
3942 – 50A Avenue**

MINUTES

Present:

Board Members: **Mr. Ken Hughes, Board Chair**
 Ms. Catherine Roozen (Board Vice-Chair)
 Mr. Jack Ady
 Ms. Lori Andreachuk
 Mr. Gord Bontje
 Mr. Jim Clifford
 Mr. Strater Crowfoot
 Mr. Tony Franceschini
 Dr. Andreas Laupacis
 Mr. John Lehnrs
 Ms. Irene Lewis
 Mr. Don Sieben
 Mr. Gord Winkel

Regrets: **Ms. Teri Lynn Bougie**
 Ms. Linda Hohol
 Mr. David Weyant, Senior Vice-President and General Counsel

Executive & Staff: **Dr. Stephen Duckett, President and Chief Executive Officer**
 Ms. Patti Grier, Chief of Staff, Board Secretariat

CALL TO ORDER

The meeting was called to order at 1:45 p.m.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared relevant to the agenda.

APPROVAL OF AGENDA

MOVED BY MR. STRATER CROWFOOT, SECONDED BY MR. JIM CLIFFORD, that the agenda for the Alberta Health Services Board public meeting of March 25, 2009 be approved.

MOTION UNANIMOUSLY CARRIED

APPROVAL OF MINUTES

MOVED BY MR. GORD WINKEL, SECONDED BY DR. ANDREAS LAUPACIS, that the Minutes for the Alberta Health Services Board Public Meeting dated February 25, 2009 be approved.

MOTION UNANIMOUSLY CARRIED

CHAIR'S REMARKS

Mr. Hughes advised that this meeting is being transmitted to healthcare sites throughout Alberta through Telehealth and 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.

The following is an abstract of Mr. Hughes' remarks at the meeting. It is not an official transcript:

"We're holding our public board meeting in Red Deer today. It is the second time we have had a meeting in Red Deer.

We continue to move the meetings each month to different communities across the province. It gives us a chance to learn more about the work being done, and the challenges being faced.

We hosted a community dinner last night for local elected officials, leaders from First Nations communities, businesspeople, representatives from educational institutions and other local organizations.

The dinner gave us a chance to personally thank the members of the former David Thompson Health Region board for their contributions to healthcare. All former Board members gave of their personal time to these Boards and they are to be commended for their commitment to healthcare.

It was nice to be able to update them on the changes taking place within Alberta Health Services, and to hear their insights and suggestions.

Today, I'd like to personally welcome Dr. Stephen Duckett, now the President and Chief Executive Officer of Alberta Health Services, to his first Alberta Health Services public board meeting.

Dr. Duckett's first official day on the job was Monday.

On behalf of the entire Board, I'd like to express how pleased we are to have Dr. Duckett join us. He brings a wealth of experience and expertise to the job, and we look forward to working closely with him going forward.

As part of our visit to Red Deer, we toured the Red Deer Regional Hospital Centre this morning.

Yesterday, I had the privilege of helping launch a social marketing campaign that will be piloted here.

Baby Steps is a campaign designed to encourage pregnant women to quit smoking.

The "spokesmodels" for the campaign are mothers – and in some cases, their babies – from Red Deer, Lacombe, Hobbema and Wetaskiwin.

As the name suggests, the campaign offers small, practical ways to tackle something that can be a really tough thing to do – but is such an incredible gift from these women to their children.

We know that smoking in pregnancy can lead to low birth weight and premature birth, and increases the risk of Sudden Infant Death Syndrome.

A marketing and educational campaign like Baby Steps is an investment in not just a child's health at birth, but for the rest of that child's life, as well.

And since we know that lung cancer is the leading cause of cancer death for men and women in this province – by a long shot – it's just as important for the moms themselves.

It's an interesting illustration, too, of the potential that lies in the integration of health services in this province.

The staff time and resources that went into developing the campaign drew from the former David Thompson and Capital Health Regions, AADAC, and the Alberta Cancer Board, as well as our community partners.

At the same time, the campaign addresses a local health priority. According to the 2007 Health Report for the David Thompson region, 31 per cent of pregnant women in the region smoked, as compared to the Alberta average of 20 per cent.

It's a great example of thinking provincially, but delivering according to local needs.

We've got a significant milestone coming up a week from today.

As of April first, the nine former regional health authorities, as well as the Alberta Cancer Board, AADAC and the Alberta Mental Health Board, will legally become one entity. Emergency Medical Services, too, will become part of that single entity.

This kind of a milestone is a moment of great opportunity.

A tremendous amount of work has been done over the past eleven months, however, a great deal still needs to be accomplished.

It's at turning points such as this that we tend to step back, and really look at what we value most.

As a team, we will achieve great success and we invite everyone to join us in this challenge.

We've got the chance to do that now – and the chance to lay the foundation of a health system that lives up to those values: being truly patient-focused, dedicated to quality, to access, and to sustainability.

A great deal of work has been done in preparation for the transition.

Alberta Health Services staff and physicians have been engaged in a wide range of work on the integration - in the clinical and in the administrative realms.

For those who are here with us today, or watching through Telehealth, please know how much the Board appreciates your hard work.

I know it's been a time of a certain amount of anxiety and uncertainty. Not all the questions about the future are going to be answered the moment the legal entity of Alberta Health Services hits the ground.

But it is my hope, and aim, that things will become clearer in the coming months.

We're one team in healthcare across this province, and we need every member of that team to know that they are valued, that their efforts are appreciated, and that they have an important role to play in the work to come.

Well, the Board has some work to do here today.

We'll have reports from the Audit and Finance Committee, including discussion of the next steps for ProvLab and the ProvLab Board; financial and investment reports; investment and borrowing bylaws; and a resolution regarding signing authority.

The Governance Committee has reports on several matters, including the transition of governance documents.

Follow each meeting, a Communiqué will be issued, outlining what was discussed at the Board meeting and some of the Committee of the Whole, as our commitment to openness and transparency. ”

RECOMMENDATION(S) FROM STANDING COMMITTEE(S)

Audit and Finance Committee, February 12, 2009

Mr. Don Sieben, Chair, Audit and Finance Committee, provided an update with respect to the Audit and Finance Committee meeting held on March 4, 2009.

AF09-23 Winding up of ProvLab Corp and Dissolution of ProvLab Board

Mr. Sieben advised that it was determined that ProvLab Corp be wound up and that the ProvLab Board that oversees the provincial public health laboratory on behalf of the regions be dissolved. A Public Health program for Alberta should be supported by a specialized laboratory whose function is to provide the laboratory support for the program. Further, responsibility for the delivery of the non-specialized laboratory should belong to AHS diagnostic services laboratories

MOVED BY DON SIEBEN, SECONDED BY MR. GORD BONTJE, that the Alberta Health Services Board:

- 1. Approve Report AF09-23, Winding up of ProvLab Corp and Dissolution of the ProvLab Board Effective April 1, 2009; and**
- 2. Approve operating the Provincial Public Health Laboratory as a division of Alberta Health Services.**

MOTION CARRIED UNANIMOUSLY

AF09-24 Third Quarter Performance Report

Mr. Sieben advised the Third Quarter Performance Report was compiled with input from all 11 entities and blends both provincial strategies and local performance measures to fulfill Ministerial requirements. Further, work is underway between Alberta Health Services and Alberta Health and Wellness to revise previous planning and reporting requirements to reflect the new Alberta Health Services structure and the partnership approach between the two organizations.

Mr. Ken Hughes, Board Chair, noted that over time, the Alberta Health Services Board will be taking steps to streamline reports in order to provide greater clarity and ease of interpretation. He further advised that all reports would align with Alberta Health Services Strategic Directions.

MOVED BY MR. DON SIEBEN, SECONDED BY MR. STRATER CROWFOOT, that the Alberta Health Services Board approve Report AF09-24, Third Quarter Performance Report, and a copy be sent to the Minister of Alberta Health and Wellness for approval.

MOTION CARRIED UNANIMOUSLY

**AF09-27 Quarterly Financial Report for Period Ending
December 31, 2008 – AHW**

Mr. Sieben advised that Alberta Health and Wellness requires that Regional Health Authorities file with them summarized financial information within 30 days of a quarter end.

Mr. Hughes advised that regarding Alberta Health Services budget, we are currently trending in the right direction through discipline, identification of efficiencies and some re-organization of processes within Alberta Health Services.

MOVED BY MR. DON SIEBEN, SECONDED BY MR. JOHN LEHNERS, that the Alberta Health Services Board approve Report AF09-27, Quarterly Financial Report for the Period Ending December 31, 2008, for submission to Alberta Health and Wellness.

MOTION CARRIED UNANIMOUSLY

AF09-28 Third Quarter Investment Report

Mr. Sieben advised that in order to comply with existing bylaws and policies the AHS Board must approve the organization's Investment Report on a quarterly basis.

MOVED BY MR. DON SIEBEN, SECONDED BY MR. JIM CLIFFORD, that the Alberta Health Services Board approve Report AF09-28, Third Quarter Investment Report.

MOTION CARRIED UNANIMOUSLY

AF09-29 Investment Bylaw

Mr. Sieben advised that AHS is required to make bylaws respecting its investment powers pursuant to the *Regional Health Authorities Regulation*. The *Regional Health Authorities Regulation* sets the requirement for the investment bylaw and prescribes strict criteria that must be included. The investment bylaw must then be approved by the Minister of Health and Wellness. Each of the entities with the exception of AADAC currently has its own borrowing bylaw, which will remain in force until April 1, 2009. If AHS does not have a new investment bylaw enacted by April 1, 2009 then the investment bylaw for East Central Health will be in effect for all of AHS until it is replaced.

MOVED BY MR. DON SIEBEN, SECONDED BY MS. LORI ANDREACHUCK, that the Alberta Health Services Board approve Report AF09-29, Investment Bylaw, and provide a copy of the report to the Minister of Alberta Health and Wellness for approval.

MOTION CARRIED UNANIMOUSLY

<p>AF09-31 Borrowing Bylaw</p> <p>Mr. Sieben advised that AHS is required to make bylaws respecting debt, guarantees, indemnities and capital leasing powers and limitations pursuant to the <i>Regional Health Authorities Regulation</i>. The bylaw must then be approved by the Minister of Health and Wellness. Each of the entities with the exception of AADAC and Alberta Cancer Board currently has its own borrowing bylaw, which will remain in force until April 1, 2009. If AHS does not have a new bylaw enacted by April 1, 2009 then the borrowing bylaw for East Central Health will be in effect for all of AHS until it is replaced.</p> <p>MOVED BY MR. DON SIEBEN, SECONDED BY MR. JOHN LEHNERS, that the Alberta Health Services Board approve Report AF09-31, Borrowing Bylaw, and provide a copy of the report to the Minister of Alberta Health and Wellness for approval.</p> <p style="text-align: center;">MOTION CARRIED UNANIMOUSLY</p> <p>AF09-33 Signing Authority Resolution</p> <p>Mr. Sieben advised that the 12 entities comprising Alberta Health Services currently manage over 160 bank accounts, various lines and letters of credit with a number of financial institutions. Such accounts will remain until the selection process for a single financial institution via issuance of a Banking Services RFP is complete which is expected to occur prior to year end. In the interim period, effective April 1, 2009, a resolution is required to place all financial accounts currently held by the organizations within AHS into the name of Alberta Health Services and to designate signing authority over the accounts in order to be able to continue to conduct financial matters on behalf of AHS.</p> <p>MOVED BY MR. DON SIEBEN, SECONDED BY DR. ANDREAS LAUPACIS, that the Alberta Health Services Board approve Report AF09-33, Signing Authority Resolution.</p> <p style="text-align: center;">MOTION CARRIED UNANIMOUSLY</p>	
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<p><u>Human Resources Committee, March 9, 2009</u></p> <p>Ms. Irene Lewis, Chair, Human Resources Committee, provided an update with respect to the Human Resources Committee meeting held on March 9, 2009.</p> <p>Ms. Lewis advised the most important task to date of the Human Resources Committee has been the recruitment of Dr. Stephen Duckett as President and Chief Executive Officer.</p>	
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**HR09-15 Mediators Recommendation on Peace Country Health
Emergency Medical Services Collective Agreement**

Ms. Lewis advised that the Peace Country Health EMS Agreement which covers 380 employees expired on March 31, 2008. Peace Country Health negotiates separately with HSAA for its EMS Collective Agreement. In the fall of 2008, HSAA applied for binding arbitration and in order to assist the parties in resolving the dispute a mediator was appointed in December 2008. The mediator recommended terms of settlement on March 2, 2009. The recommended settlement provides an increase over three years and includes leveling costs to bring rates of pay, premiums and benefits to the same standards as others in the AHS/HSAA Agreement.

MOVED BY MS. IRENE LEWIS, SECONDED BY MR. JACK ADY, that the Alberta Health Services Board approve Report HR09-15, Mediators Recommendation on Peace Country Health Emergency Medical Services Collective Agreement; and further, ratify the Mediator's Recommended Terms of Settlement.

MOTION UNANIMOUSLY CARRIED

Special Meeting - Ethics and Quality Committee, March 11, 2009

Dr. Andreas Laupacis, Chair Ethics and Quality Committee, provided an update with respect to the Special Ethics and Quality Committee meeting held on March 11, 2009.

Mr. Hughes advised that it is important for those in the physician community and others who are attuned to the importance of performance measures, quality and safety, to know that this Committee is committed to the stewardship of these initiatives.

Mr. Hughes thanked Dr. Laupacis for his leadership in this regard. He further stated that the Committee's focus over the next few months is to develop a set of indicators that will measure how Alberta Health Services is doing with the provision of healthcare. Data collector processes may also need to be reviewed and the Committee will also undertake to do this. He further advised that timelines for the completion of development of these metrics should be within the next couple of months.

Dr. Duckett advised that he is committed to improving healthcare services to all Albertans through the development and monitoring of performance metrics.	
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<p><u>Governance Committee, March 13, 2009</u></p> <p>Mr. Tony Franceschini, on behalf of Linda Hohol, Chair, Governance Committee, provided a verbal update with respect to the Governance Committee meeting held on February 12, 2009.</p> <p>GOV09-13 Board Member Remuneration and Expense Reimbursement</p> <p>Mr. Franceschini advised that the Alberta Health Services Board requires a governance policy and associated procedure/guideline that sets out the remuneration and expense reimbursement provisions for its members that promotes a commitment to transparency and sound fiscal stewardship.</p> <p>Mr. Hughes noted that with this motion, the Board is merely formalizing administration processes regarding the Ministerial Order from the Minister of Alberta Health and Wellness reflecting the appointments of the Board members which were effective December 1, 2008.</p> <p>MOVED BY MR. TONY FRANCESCHINI, SECONDED BY MR. GORD BONTJE, that the Alberta Health Services Board approve Report GOV09-13, Board Member Remuneration and Expense Reimbursement Policy.</p> <p>MOTION UNANIMOUSLY CARRIED</p>	
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GOV09-15 Transitional Governance Documents

Mr. Franceschini advised that by Ministerial Order (“MO”) effective April 1, 2009, the boundaries of East Central Health are amended to encompass all areas within the province of Alberta and the name of the body corporate will change to Alberta Health Services. The MO also provides that as of April 1, 2009, the former authorities (with the exception of East Central) are disestablished and their affairs are wound up. Except for East Central, all Board approved bylaws, board approved policies and other board approved governance documents of all other regional health authorities, ACB, AMHB and AADAC will not be in effect as of April 1, 2009 when those entities are disestablished and their affairs wound up. Legal Services and the Governance Committee is recommending that all Board and Management approved governance documents/policies currently existing within the 12 entities, their departments or their facilities will remain in effect except to the extent that they are in conflict with policies that have been approved by the AHS Board or Management since May 15, 2008 and in effect April 1, 2009 or until replaced or repealed by the AHS Board or management. This will allow AHS more time to ensure a timely review and transition of all former regions and entities policies and amalgamation into a single form. The Committee requested that a timeframe of September 30, 2009 be set for this transition to be completed.

Mr. Hughes further advised this affects 13,000 policies province-wide.

MOVED BY MR. TONY FRANCESCHINI, SECONDED BY MR. JIM CLIFFORD, that the Alberta Health Services Board approve:

- 1. all Board and Management approved governance documents/policies currently existing within the 12 entities, their subsidiaries, their departments or their facilities (“Entities’ Original Policies”) will remain in effect except to the extent that they are in conflict with documents/policies that have been approved by AHS Board or Management since May 15, 2008 and in effect April 1, 2009 (“AHS Policies”), or until replaced or repealed by AHS Board or Management;**
- 2. the Interim Guidelines for Policies and Governance Documents; and**
- 3. all of the Entities’ Original Policies that are non-clinical in nature will be rescinded on September 30, 2009, unless otherwise directed by the Board.**

MOTION UNANIMOUSLY CARRIED

GOV09-17 Corporate Turnkey Policies 30-60-90-120 Day

Mr. Franceschini advised that in the progression towards standardization of Corporate Policies under a unified AHS governance document structure, the Corporate Policy Division has prepared a listing and proposed Work plan of priority corporate policies. The proposed Work Plan identifies the related policy subject matter, approval authority, and anticipated development timeline as part of the overall Strategic Governance Document Framework rollout. The Corporate Turnkey Policies 30-60-90-120 Day Work Plan is designed to set the foundation for corporate policy controls following a timeline for ongoing policy work with stakeholders.

MOVED BY MR. TONY FRANCESCHINI, SECONDED BY MR. JACK ADY, that the Alberta Health Services Board approve Report GOV09-17, Corporate Turnkey Policies 30-60-90-120 Day Work Plan.

MOTION UNANIMOUSLY CARRIED

OTHER BUSINESS

CW09-01 Quality Assurance Committees

Dr. Laupacis advised that in order to ensure that as of April 1, 2009 all currently existing Quality Assurance Committees created by the entities now comprising Alberta Health Services will continue to be designated under Section 9 of the *Alberta Evidence Act* the following motion needs to be approved.

MOVED BY DR. ANDREAS LAUPACIS SECONDED BY MR. STRATER CROWFOOT, that the Alberta Health Services Board confirmed that all committees currently designated as quality assurance committees by the entities now comprising Alberta Health Services, pursuant to Section 9 of the *Alberta Evidence Act*, shall be designated as quality assurance committees of Alberta Health Services effective April 1, 2009.

MOTION UNANIMOUSLY CARRIED

CW09-04 Interim Expenditure Authority for the 2009 – 2010 Budget

Mr. Sieben advised that the Provincial government will not be providing funding details for the 2009/2010 fiscal period until it announces its budget on April 7, 2009, and the full AHS operating budget will not be finalized until late in April, for review at the Audit and Finance Committee on May 14, 2009 and the Board on May 28, 2009. Accordingly, it is necessary for the Board to approve ongoing operating expenditures for an interim period, during which time Alberta Health Services will continue to work with government to finalize the budget.

MOVED BY MR. DON SIEBEN, SECONDED BY MR. GORD WINKEL,

Whereas, the Board wishes to ensure the continuity of delivery of quality healthcare while management finalizes the 2009-2010 budget with the provincial government.

The Alberta Health Services Board approve an interim Expenditure Plan for the period from April 1, 2009 to June 30, 2009, authorizing expenditure at the level incurred for the period from January 1, 2009 to March 31, 2009, increased to reflect inflationary increases, contractual commitments and approved service initiatives. Operating expenditures for the period are estimated to be approximately \$ 2.7 billion.

MOTION UNANIMOUSLY CARRIED

Mr. Hughes thanked the hosts at the Red Deer Regional Hospital Centre and the City of Red Deer for their hospitality. Mr. Hughes thanked everyone for joining the meeting today and invited everyone to stay informed and involved through the Alberta Health Services website.

OTHER BUSINESS

No other business was discussed.

NEXT PUBLIC MEETING

**Date: April 29, 2009
Location: Lethbridge, AB
Time: TBD**

ADJOURNED

MOVED BY DR. ANDREAS LAUPACIS, SECONDED BY MR. STRATER CROWFOOT, that the meeting of the Alberta Health Services Board adjourn at 2:30 p.m.

MOTION UNANIMOUSLY CARRIED

Chair

Recording Secretary