

REPORT OF THE PUBLIC BOARD MEETING, SEPTEMBER 2009

The Alberta Health Services Board met on September 24, 2009 at the Alberta Health Services Fort McMurray Corporate Office. The following is an account of the motions that were passed at the meeting. A summary is released following each Board meeting and posted on the AHS external and internal websites. The meeting can also be viewed in its entirety from a link on the www.albertahealthservices.ca website. If you have any questions regarding these reports, please do not hesitate to contact the Board Office at ahsb.admin@albertahealthservices.ca or at 1-866-943-1120.

MAIN ITEMS OF DISCUSSION

2009/2010 Modified Internal Audit Plan

The Alberta Health Services Board approved Report AF09-71, 2009/2010 Modified Internal Audit Plan in principle, and requested that the Vice President, Internal Audit Services provide comment on the Plan. The 2009/2010 Internal Audit Plan was first presented to the Audit and Finance Committee on April 8, 2009, and approved by the AHS Board on April 27, 2009.

Five critical success factors were identified in that plan:

1. Efficient and timely establishment of an integrated internal audit function;
2. Appropriate resources to implement the plan;
3. Organizational readiness and Management capacity to support the audit plan;
4. Approval of the required operating budget;
5. Management and Board support for implementation.

Modifications were needed to ensure all five requirements can be met. The AHS Internal Audit Charter states that the Chief Audit Executive will ensure any significant changes to the audit plan are brought forward to the Board Audit and Finance Committee for review and approval.

First Quarter Investment Report

The Alberta Health Services Board approved Report AF09-79, First Quarter Investment Report. Currently, investment management practices across the former entities continue to be mixed, and managed by various investment managers and brokers. As part of the first quarter reporting, a consolidated summary of the former entities' investment portfolios has been completed.

Appointment of Auditors

The Alberta Health Services Board approved Report AF09-81, Appointment of Auditors, and the Auditor General was appointed the auditor of AHS until removed by the Alberta Health Services Board. Section 13 of the Regional Health Authorities Act requires a regional health authority to have an auditor and to appoint its auditor, if the Auditor General is not appointed the auditor by the Minister. Alberta Health Services Board appointed the Auditor General auditor of AHS for the year ended March 31, 2009. The Auditor General was also the auditor of Calgary Laboratory Services, Capital Care Group Inc, and Carewest last year.

Seniors Action Strategy

The Alberta Health Services Board approved Report AF09-82, Seniors Action Strategy, for implementation. Alberta has an opportunity as we add more capacity to introduce greater choice and to better match client needs with available services. Currently, at the end of quarter one, 777 seniors are waiting placement in acute care and 1152 are waiting in the community along with many more living in an environment which does not match their care needs. Ultimately, Alberta Health Services' goal is to provide increased home care services to assist seniors to remain safely in their own homes even during times of frailty and illness. The 3 principles to guide Alberta Health Services' actions are as follows:

1. Commit to supporting Alberta seniors in their choice of the appropriate level of care for their needs.
2. Support AHS' partners and care providers in the delivery of care options.
3. Engage with communities to educate the public on options and alternative levels of care so informed decisions can be made.

Interim Borrowing Bylaw

The Alberta Health Services Board approved Report AF09-99, Interim Borrowing Bylaw, and directed that it be provided to the Minister of Health and Wellness for approval. On March 25, 2009, the Alberta Health Services Board (Board) approved a draft of the Borrowing Bylaw and provided the bylaw to the Minister for review and approval. The originally submitted bylaw is currently under review and subject to further discussion with the Minister's office.

Until the Borrowing Bylaw is approved by the Minister, the former East Central Health bylaw is in effect for all of AHS. Because the limits under the former ECH Bylaw are significantly lower than the proposed Borrowing Bylaw, the borrowing levels of the combined entities effective April 1, 2009 exceed those limits established under the current ECH Bylaw by approximately \$36M, therefore the establishment of an interim borrowing bylaw for Alberta Health Services is required.

Exempt Staff Flexible Benefits Program

The Alberta Health Services Board approved Report HR09-32, Exempt Staff Flexible Benefits Program, and authorized the President and Chief Executive Officer to go to market with the program, with the direction that it is to be cost-neutral. Part of the Board's role is to ensure financial responsibility, transparency, consistency and accountability across Alberta Health Services.

The program approved by the Board achieved the following objectives:

- It will provide consistency in the scope of flexible benefit programs across our organization, which currently employs a wide range of programs that are legacies of former regions and organizations;
- Within the scope and financial constraints, it provides for employee choice based on individual needs and circumstances;
- It is based on an impartial, third-party analysis by Towers Perrin; and
- It will enable AHS to be competitive, within the range of similar programs in health care organizations across the country. Further, it is important that AHS is able to attract the best and brightest from across Canada and around the world by having a program that is both competitive and cost-neutral.

Appointment of Members to the Alberta Hospital Edmonton & Community Mental Health Foundation

The Alberta Hospital Edmonton & Community Mental Health Foundation has recruited two new members to serve on its Board in order to continue with fundraising activities. In accordance with the bylaws, these appointments require Board approval. The Alberta Health Services Board approved Report HAC09-22, appointing the following members to the Alberta Hospital Edmonton and Community Mental Health Foundation:

- Brigitte McDonough to a three-year term (September 2012), and
- Louise Morose Charach to a three-year term (September 2012).

Appointment and re-appointment of Trustees to the Brooks & District Health Foundation

The Brooks & District Health Foundation has recruited a new trustee, and a current trustee has agreed to serve another term in order to continue with fundraising activities. In accordance with the bylaws, these appointments require Board approval. The Alberta Health Services Board approved Report HAC09-23, appointing the following Trustees to the Brooks & District Health Foundation:

- Kimberly Penner to a three-year term (September 2012), and
- Debbie Piper re-appointed to a three-year term (September 2012).

Appointment of Members to the Stettler Health Services Foundation

The Stettler Health Services Foundation has recruited an additional board member in order to continue with fundraising activities. In accordance with the bylaws, these appointments require Board approval. The Alberta Health Services Board approved Report HAC09-24, appointing the following Trustee to the Stettler Health Foundation:

- Doug McKay to a three year term (September 2012).

Review and Approval of Alberta Cancer Foundation Bylaws

The Alberta Health Services Board approved Report GOV09-37, Alberta Cancer Foundation Bylaws. In order to be in accordance with Alberta Regulation 70/2009, Alberta Health Services must review and submit the Alberta Cancer Foundation Bylaws to the Minister in September 2009.

AHS saw the Health Governance Transition Act (Alberta) come into effect. This legislation effectively repealed the Cancer Programs Act (Alberta) as well as the Alberta Cancer Foundation Regulation, AR 245/98. Replacing AR 245/98 is Alberta Cancer Foundation Regulation, AR 07/2009, which requires AHS to submit the Bylaws within six months of the new regulation coming into effect, leading to this submission to the Committee and Board meetings in September 2009.

The Bylaws have been reviewed and passed by the Alberta Cancer Foundation Trustees, Legal and Privacy and AH&W legal counsel. The approval of this motion allows for AHS and the Foundation to proceed in carrying out operational duties and maintains compliance for AHS with legislation.

Rescission of Policies of Former Entities

The Alberta Health Services Board approved Report GOV09-40, Rescission of Policies of Former Entities, and that:

- a) As of November 30, 2009 all board-approved policies, procedures and similar governance documents of the former entities are rescinded, unless otherwise determined by the Board; and
- b) All management-approved policies of the former entities are to be dealt with by management in an orderly manner over the next 12 months. As new policies are approved provincially, existing policies addressing the same subject matter will be rescinded. All management-approved policies will be rescinded on September 1, 2010 unless determined otherwise by the President and Chief Executive Officer or his designate.

The Alberta Health Services Board has directed that, as of September 30, 2009, Board and management approved governance documents/policies of the former entities, their subsidiaries, their departments, or their facilities are rescinded, unless otherwise directed by the Board. This is known as the “Sunset Clause”. The Sunset Clause was proposed to ensure that Alberta Health Services would establish consistent corporate policy direction throughout the province. At the time it was proposed, the establishment of many departments within AHS was not yet complete, and a clear understanding of specific policy direction was not yet in place. Further, the delineation between corporate policies and clinical policies has proven to be more difficult than anticipated. Accordingly, it is not clear which policies will be rescinded by the Sunset Clause.

Corporate Policy continues to work with Policy Sponsors and other AHS representatives to create both the Turnkey Suite of policies and tools to identify additional corporate policies that will be developed over the next year. During that time, Corporate Policy will be working with Clinical Policy to label existing policies as “corporate” or “clinical” so that it will be clear which policies are to be rescinded by the new sunset provisions.

Review of Terms of Reference:

The Alberta Health Services Board approved Report GOV09-41, Review of Terms of Reference, and adopted the following amended terms of reference:

- Audit & Finance Committee;
- Human Resources Committee; and
- Health Advisory Committee.

The terms of reference require revision to formalize roles and responsibilities and address changes in the organization that were made subsequent to the approval of the initial terms of reference.

Code of Conduct – Post-Implementation Evaluation

The Alberta Health Services Board was advised that the Code of Conduct was introduced earlier this year. Previous codes existed in the former Regional Health Authorities and the Code was based on these previous codes of conduct. Extensive feedback has now been received on the Code and revisions to the Code are currently being prepared. Staff will have an opportunity to comment on the revised version. The revised Code will then come back through the Governance Committee for consideration by the Board at its December 2009, meeting.

OTHER BOARD ACTIVITIES IN FORT MCMURRAY

In addition to the public meeting, the Board met as a Committee of the Whole, and hosted a Community Engagement event with local community leaders.

Board members also received a tour of the Northern Lights Regional Health Centre.

The next Public Board Meeting is scheduled to be held in Red Deer on October 29, 2009. Please check the Alberta Health Services website for further information.