



**PUBLIC BOARD MEETING**

**January 21, 2010**

**Sheldon M. Chumir Health Centre  
Room 3101  
1213 – 4 Street S.W.  
Calgary, AB**

**1:15 to 2:00 p.m.**

**A G E N D A**

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**CALL TO ORDER**

**DECLARATION OF CONFLICT OF INTEREST**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

- December 3, 2009

**CHAIR'S REMARKS**

**PRESIDENT AND CHIEF EXECUTIVE OFFICER'S REMARKS**

**RECOMMENDATION(S) FROM STANDING COMMITTEE(S)**

**Audit and Finance Committee Report – December 17, 2009**

- Verbal Update

**AF09-139** Investment Bylaw Amendments

**Health Advisory Committee Report – December 15 and 21, 2009**

- Verbal Update

**HAC09-37** Appointments of Trustees to Individual Foundations

### **Special Meeting of the Human Resources Committee Report – January 14, 2010**

- **Verbal Update**

**HR10-01** Standard Employment Contract for the President and Chief Executive Officer's Direct Reports

### **Quality and Safety Committee Report – December 16, 2009**

- **Verbal Update**

**QS10-01** Quality and Patient Safety Dashboard

### **OTHER BUSINESS**

### **NEXT BOARD MEETING**

- February 18, 2010  
Edmonton, Alberta

### **ADJOURNMENT**



## **AUDIT AND FINANCE COMMITTEE**

### **RECOMMENDATION TO THE BOARD**

**Meeting Date:** January 21, 2010

**Agenda Item:** AF09-139 Investment Bylaw Amendments

**Issue:**

The Alberta Health Services (AHS) Investment Bylaw (Bylaw) requires additional clarification and amendments for approval.

**Recommendation:**

**That the Alberta Health Services Board approve Report AF09-139, the amended Investment Bylaw and that it be sent to the Minister of Health and Wellness for approval.**

**Background:**

AHS is required to make bylaws respecting its investment powers pursuant to the Regional Health Authorities Regulation (Regulation). The Regulation sets out the requirements for the Bylaw. The Bylaw must be approved by the Minister of Health and Wellness (Minister). The current Bylaw was approved by the Minister on April 20, 2009.

**Current Situation:**

Discussions with investment managers regarding AHS' current Bylaw indicated that certain generalities used to provide ethical guidelines were too broad and subjective in their description, and inconsistent wording and definitions made it difficult to administer. Clarity that AHS may not "directly" invest in prohibited areas was added.

**Other significant areas amended include:**

- Clarity around the prioritization of AHS' investment objectives: i) capital preservation, ii) liquidity, and iii) return;
- Addition of entities that directly develop or produce alcohol to the prohibited investment listing;
- Segmenting funds into unrestricted, restricted non-government, and restricted government categories;
- Utilizing a four year rolling average as a basis to determine minimal acceptable annual rate of return;
- Definitions – Addition of "Pooled Funds" and "Mutual Funds";
- Portfolio Diversification and Asset Quality Constraints – Addition of pooled funds and mutual funds to listing of investments and clearer discussion on the use of bond rating agencies and their ratings;

- Investment Manager – Wording to ensure Investment Manager must comply with the Bylaw;
- Reduced investments listed on foreign stock exchanges to twenty-five percent (25%) from fifty percent (50%); and
- Clarity in wording that the use of swaps, forwards, and other derivative instruments must be at all times in compliance with the current Regulation.

AHS has sought feedback from existing investment managers as well as Alberta Investment Management Corporation (AIMCo). AHS has also sought feedback from in-house counsel to ensure that recommended changes comply with the Regulation. In the interim, an Investment Standard has been adopted to address some of these items until the revised Bylaw is finalized and approved by the AHS Board (Board) and the Minister.



## HEALTH ADVISORY COMMITTEE

### RECOMMENDATION TO THE BOARD

**Meeting Date:** January 21, 2010

**Agenda Item:** HAC09-37 Appointments of Trustees to Individual Foundations

**Issue:**

Alberta Health Services Board approval is requested for the appointment of Trustees to the Foundations as listed in the attached schedule.

**Recommendation:**

**That the Alberta Health Services Board approve Report HAC09-37, appointing the Trustees to the Foundations as outlined in the attached schedule.**

**Background:**

The Foundations are established Foundations under the *Regional Health Authorities Act* (Alberta). As such, appointment of Trustees requires Alberta Health Services Board approval.

**Current Situation:**

Volunteer Trustees are prepared to serve terms on the list of Foundations. These appointments will keep the Board within the allowable limits as per the established bylaws of the Foundation.

### Schedule of Foundation Trustee Appointments for Alberta Health Services Board Approval December 15, 2009

Trust	Name	Role	Period of Appointment
Canmore & Area Health Care Foundation	Ann Keith	Trustee	Three Year term (December 2012)
Canmore & Area Health Care Foundation	Jack Vandeventer	Trustee	Three Year term (December 2012)
Cardston & District Health Foundation	Gregory Burt	Trustee	Three Year term (December 2012)
Medicine Hat & District Health Foundation	Cal Niebergall	Trustee	Three Year term (December 2012)
North County Health Foundation	Cynthia Papworth	Trustee	Three Year term (December 2012)
North County Health Foundation	Rita Bulczyn	Trustee	Three Year term (December 2012)
North County Health Foundation	Shari Barendregt	Trustee	Three Year term (December 2012)
Oyen & District Health Care Foundation	Linda Wilson	Trustee (reappointment)	Three Year term (December 2012)
Oyen & District Health Care Foundation	Keith McLean	Trustee (reappointment)	Three Year term (December 2012)
Oyen & District Health Care Foundation	Roger Bedwell	Trustee (reappointment)	Three Year term (December 2012)
Alberta Hospital Edmonton & Community Mental Health Foundation	Dennis Cleaver	Trustee	Three Year term (December 2012)
Alberta Cancer Foundation	Heather Watt	Trustee	Three Year term (December 2012)
Alberta Cancer Foundation	Prem Singhmar	Trustee	Three Year term (December 2012)
Alberta Cancer Foundation	Vern Yu	Trustee	Three Year term (December 2012)
Alberta Cancer Foundation	Steven Dyck	Trustee	Three Year term (December 2012)
Alberta Cancer Foundation	Leslie Beard	Trustee	Three Year term (December 2012)
Alberta Cancer Foundation	Dr. Anthony Fields (non-voting)	Trustee	Three Year term (December 2012)



## **SPECIAL HUMAN RESOURCES COMMITTEE**

### **RECOMMENDATION TO THE BOARD**

**Meeting Date:** January 21, 2010

**Agenda Item:** HR10-01     **Standard Employment Contract for the President and Chief Executive Officer's Direct Reports**

**Issue:**

Approval of a standard form employment contract for the President and Chief Executive Officer's direct reports.

**Recommendation:**

**That the Alberta Health Services Board approve Report HR10-01, Standard Employment Contract for the President and Chief Executive Officer's Direct Reports.**

**Background:**

The President and Chief Executive Officer will, from time to time, be required to fill vacancies for direct reports at the Executive level. The terms and conditions negotiated during the recruitment process form the basis of the employment contract. The President and Chief Executive Officer requires the ability to approve employment contracts to ensure the timely and effective recruitment of Executive staff.

Section 3 of the HR Committee Terms of Reference states:

a) "With the assistance of the President and Chief Executive Officer the Committee shall establish and oversee the recruitment, performance, evaluation, and retention processes for Senior Executives".

Each employment contract for the President and Chief Executive Officer's direct reports requires the approval of the Minister of Health.



## **QUALITY AND SAFETY COMMITTEE**

### **RECOMMENDATION TO THE BOARD**

**Meeting Date:** January 21, 2010

**Agenda Item:** QS10-01 Quality and Patient Safety Dashboard

**Issue:**

Approval of the Quality and Patient Safety Dashboard is requested.

**Recommendation:**

**That the Alberta Health Services Board approve Report QS10-01, Quality and Patient Safety Dashboard.**

**Background:**

The Quality and Safety Committee of the Board requested the development of a Quality and Patient Safety Dashboard to enable the monitoring of the quality of services provided by Alberta Health Services. A number of indicators have been proposed that will enable AHS to monitor performance and identify potential areas for improvement. The indicators were developed following consultation with a wide range of stakeholders.