

PUBLIC BOARD MEETING

Minutes of the meeting of the Alberta Health Services (“AHS”) Board (the “Board”) held at Boardroom A, Main Floor, Seventh Street Plaza, 10030-107 Street NW, Edmonton, on December 6, 2017.

Attendees:

Board Members: Ms. Linda Hughes (Chair)
Dr. Brenda Hemmelgarn (Vice-Chair)
Mr. David Carpenter
Mr. Richard Dicerni
Mr. Hugh Sommerville
Ms. Marliss Taylor

Management: Dr. Verna Yiu, President & Chief Executive Officer
Ms. Susan McGillivray, Senior Program Officer, HR Client Services & Employee Labour Relations
Ms. Deborah Rhodes, Vice President, Corporate Services & Chief Financial Officer
Ms. Colleen Turner, Vice President, Community Engagement & Communications
Ms. Ronda White, Chief Audit Executive, Internal Audit & Enterprise Risk Management
Ms. Catherine MacNeill, Corporate Secretary & Legal Counsel

Ms. Hughes acted as Chair of the meeting and Ms. MacNeill acted as Recording Secretary.

Ms. Hughes called the meeting to order at approximately 4:30 p.m. Notice of the meeting had been properly given and quorum was met.

❖ Welcome & Comments from the Chair

The following is an abstract of Ms. Linda Hughes’, Board Chair, remarks at the meeting. It is not an official transcript:

Good afternoon, everyone. My name is Linda Hughes. I am Board Chair of Alberta Health Services, and I would like to welcome you to the last public board meeting of 2017.

It has been a busy and productive year for everyone within our organization, and I am sure it has been busy for all of you here as well. As we enter into the final days of 2017, I hope everyone gets an opportunity to relax, recharge and enjoy the company of your loved ones.

Albertans understand and appreciate the importance of hard work. As a healthcare system, we also want to remind Albertans — including our own staff, physicians and volunteers — that it is important for your physical and mental well-being to take some time to unplug and unwind. So I wish you all a happy and restful holiday season ahead.

We have a full agenda today and I will discuss that shortly. But, before I do, I would like to talk about a few things from the last month.

First, I would like to congratulate my colleague on the AHS Board, David Carpenter. Last month, he was recognized with a Senate 150th Anniversary Medal for his long and distinguished record of public service. The commemorative medals were created for our country's 150th anniversary and are awarded to Canadians who make a significant contribution to their community through their generosity, hard work and volunteerism. David has a long career of doing just that, including Board Chair of the Workers' Compensation Board, and longtime Mayor of Lethbridge. On behalf of everyone on the Board, David, congratulations for that.

Last month, AHS President and CEO Dr. Verna Yiu travelled with several members of the AHS Executive and Senior Leadership Teams to the Kainai Nation in southern Alberta. They went to personally apologize to the community for last summer's racial slur incident involving two AHS employees who are no longer with the organization. Verna spoke during an assembly at the Kainai High School and extended an apology to Ramona Big Head, a school principal in Stand Off, to the Kainai Board of Education, and to the Blood Tribe Nation.

We have a video from that event. Please take a look. [A video was shown with respect to Kainai Nation].

Verna described last summer's racial slur incident as a low point for Alberta Health Services. It was a low point. Yet, I do believe our leadership responded appropriately in the aftermath of the incident, not just by terminating the two employees involved but by looking unflinchingly at the root cause of systemic discrimination within our organization and seeking ways to address it.

The visit to the Kainai Nation does not represent the end of this chapter in our organization's history. Rather, I hope the visit will mark the start of a new beginning between AHS and Indigenous People. Thank you, Verna, for spearheading the visit and for your efforts to ensure AHS treats all Albertans with dignity and respect.

Finally, AHS received some welcome news last month.

In recent years, our organization has been focused on improving both workforce engagement and the workplace environment for the 130,000-plus staff, physicians and volunteers who work for AHS. Being named one of Canada's top 100 employers for 2018 suggests we are moving in the right direction. It is also good for Albertans, as the Top-100 recognition will help AHS recruit the best and brightest people to our organization and to the province. So congratulations everybody involved.

Now onto today's agenda — and it is a full one.

❖ **Review of Agenda**

UPON MOTION duly moved, seconded and unanimously carried, the Board approved the agenda for the meeting of the Board held on December 6, 2017, which was provided to the Board in advance of the meeting.

❖ **Declaration of Conflicts of Interest**

Ms. Hughes requested that any conflicts of interest relevant to the meeting or items noted on the agenda be declared. None were declared.

1. **Approval of Minutes – September 28, 2017**

UPON MOTION duly moved, seconded and unanimously carried, the minutes of the AHS Board meeting held on September 28, 2017 were approved and the Chair of the Board and Corporate Secretary were authorized and directed to sign the minutes in the form so approved; and the Corporate Secretary was directed to file them, together with all ancillary documents attached thereto, in the corporate records of AHS and to deliver a copy of these to the Minister of Health.

2. **Comments from the President & Chief Executive Officer**

The following is an abstract of Dr. Verna Yiu's, President and Chief Executive Officer, remarks at the meeting. It is not an official transcript:

Thank you very much Linda, and good afternoon to everyone.

Like Linda, it is really hard to believe this is going to be our final board meeting of 2017.

I would really like to take the opportunity to publicly thank our staff, physicians and volunteers for all of the hard work and dedication over the past year. Each and every day, they live our organizational values of compassion, accountability, respect, excellence and safety. Each and every day, they go the extra mile to provide the best possible healthcare experience for Albertans. I am very grateful for their efforts and their passion to help others. I wish all of them, and all of you, a time of joy, happiness and relaxation over the holiday season.

Of course, the holiday season is also a time when many Albertans think about those who are struggling and take steps to help out those in need. Albertans are generous, they are compassionate and we really see that at this time of year through donations to charities, community agencies and food banks. I am very proud to lead an organization with people filled with a similar spirit of giving and compassion, and who work year-round to extend a helping hand to Albertans in crisis.

Today, I would like to highlight an AHS program that is helping many struggling Albertans to secure the medical and social supports they need in order to get off the streets, secure safe housing and find employment. It is called the AHS ID Program and, as the name suggests, the program helps Albertans secure government-issued identification and personal healthcare cards.

This is important work. Over the years, healthcare providers have noted that a lack of government-issued ID and healthcare cards is a significant barrier to accessing services. So AHS has partnered with Alberta Health and Service Alberta to create a program that walks Albertans through the process and fast-tracks their application, so they can get ID within days, not weeks or months.

The AHS ID Program was launched as a pilot project three years ago and a man named Larry Onek was among the first people to receive assistance through this program. We recently caught up with Larry to see what this has impacted for him since he has acquired his ID through the healthcare card program and what has changed over the last three years.

Let us take a look. [A video was shown with respect to the AHS ID Program]

It is absolutely heartwarming to see how well Larry is doing, and I am extremely proud of the AHS ID Program. This work really embodies what patient- and family-centred care is all about. As healthcare providers, we need to look beyond the immediate medical needs of a patient and take the time to really understand — and address — the other underlying needs that are contributing to regular and repeated use of the health system.

I am grateful to Larry for sharing his story with us because it is an outstanding example of what is possible when AHS and our partners work together to address a patient's medical, emotional and social needs. The AHS ID Program has the power to transform lives and it is also helping the healthcare system. It is estimated that, across Canada, five per cent of the population utilizes 66 per cent of the healthcare resources. In other words, one in 20 people use two-thirds of all healthcare resources — and this impacts healthcare access and health system sustainability.

With a more holistic, patient-centred approach to healthcare, we can improve those numbers. We can work with our partners to address the needs of Albertans who are struggling, giving them the best opportunity to stay healthy, enjoy a better quality of life and have less need for healthcare services.

I want to thank everyone involved with the AHS ID Program for doing this important, life-changing work and for expanding the program to more communities across the province.

Finally, I would like to thank all of you for your continued interest in Alberta Health Services. AHS belongs to all of us. We want Albertans to know what we are doing because we continue to face challenges, and we believe we are evolving into the high-performing, learning healthcare system we strive to be.

We are very proud of what we have achieved in 2017 and we look forward to what we can do in 2018.

Happy holidays to all.

3. Human Resources Committee

a) Report to the Board

Mr. Richard Dicerri, Committee Chair, reported on the Human Resources Committee meeting on November 22, 2017.

Mr. Dicerri noted the Committee received a standing quarterly report on Our People Results and a labour relations update. He reported that new items considered by the Committee were a compensation review of non-union exempt employees, succession planning for certain roles, the Canada's Top 100 Award and the communications plan, and amendments to the Committee's Terms of Reference. The Committee proposed changes to its terms of reference to be considered by the Governance Committee.

Mr. Dicerri advised that there were no items that came through the Committee for Board approval.

4. Quality & Safety Committee

a) Report to the Board

Dr. Brenda Hemmelgarn, Committee Vice Chair, reported on the Quality & Safety Committee meeting on November 22, 2017.

Dr. Hemmelgarn advised that the Committee received an update on improving health outcomes, and an update on the priorities and initiatives of the Addiction & Mental Health Strategic Clinical Network. She noted the Committee also received the quarterly patient safety report and a review of hospital-acquired infections risk.

b) [QSC17-36] Revisions and Update to the Alberta Health Services Quality Assurance Committee Structure

Dr. Brenda Hemmelgarn, Committee Vice Chair, advised that the Committee was asked to consider proposed changes to the quality assurance committee ("QAC") structure of AHS. In

2010, the AHS Board approved the AHS QAC structure. She noted that all modifications to the AHS QAC governance structure require the approval of the AHS Board.

Dr. Hemmelgarn advised that the Committee considered and recommended Board approval of proposed name changes of certain QACs to reflect operational activities and the standing down of the CancerControl Alberta Community Oncology Quality Assurance Subcommittee.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved:

(a) the following Quality Assurance Committee (QAC) name changes:

Calgary Zone:

- **Integrated Seniors Health (Calgary Zone) QAC to Seniors, Palliative, Continuing Care (Calgary Zone) QAC;**

Provincial:

- **CancerControl Alberta Provincial CancerControl Complex Review QAC to Provincial CancerControl Complex Review QAC**
- **CancerControl Alberta Tom Baker Cancer Centre QAC to Tom Baker Cancer Centre QAC;**
- **CancerControl Alberta Cross Cancer Institute QAC to Cross Cancer Institute QAC; and**

(b) the standing down of the CancerControl Alberta Community Oncology Quality Assurance Subcommittee of the Tom Baker Cancer Centre Quality Assurance Committee.

c) [AHSB17-04] Appointment of New External Member and Reappointment of Existing External Member to the Quality & Safety Committee of the Board

Dr. Brenda Hemmelgarn, Committee Vice Chair, advised that the Committee currently has one external committee member, namely, Mr. Gord Winkel. The Board wishes to reappoint Mr. Gord Winkel and appoint Dr. Brian Postl as a new external member of the Committee. Dr. Hemmelgarn expressed that the Board is very appreciative of both individual's willingness to participate on the Committee.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved the reappointment of Gord Winkel, for a two year term, and the appointment of Dr. Brian Postl, for a three year term, to the Quality & Safety Committee commencing January 1, 2018.

5. **Audit & Risk Committee**

a) Report to the Board

Mr. David Carpenter, Committee Chair, reported on the Audit & Risk Committee meeting on November 23, 2017. He noted that standard practice is that the Office of the Auditor General and KPMG are guests at the meetings in their role as external auditors of AHS.

Mr. Carpenter also noted that the Committee discussed various audit matters including the OAG General Audit Plan, Second Quarter Financial Report and Forecast, Interim Report on Internal Controls Over Financial Reporting, Internal Audit Report on Monitoring Payments Against Contracts for Pharmacy Services, and the Enterprise Risk Management Quarterly Summary Risk Report and Risk Register Refresh.

Mr. Carpenter reported that there was one item presented at the Committee to be considered for Board approval.

b) [ARC17-55] Internal Audit Charter - Update

Mr. David Carpenter, Committee Chair, advised that the Committee received an Updated Internal Audit and Enterprise Risk Management Team Charter to recommend for Board approval. The update addresses the new responsibility of the Chief Audit Executive to provide provincial oversight and leadership for the audits of quality and compliance with Continuing Care Health Services Standards at continuing care sites.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved the updated Internal Audit Charter, as reviewed by the Board.

6. **Finance Committee**

a) Report to the Board

Mr. David Carpenter, Committee Chair, reported on the Finance Committee meeting on November 23, 2017.

He noted that the Committee considered seven items for recommendation for approval of the Board.

b) [FC17-54] September 30, 2017 – Second Quarter Investment Report

Mr. David Carpenter, Committee Chair, advised that as mandated by AHS' Investment Bylaw, the Committee is required to review reports prepared by management and investment managers

summarizing the activities and performance of AHS' investment portfolio on a quarterly basis. The *Regional Health Authorities Regulation* and the AHS Investment Bylaw describe the requirements for the Board to approve or ratify by resolution AHS' investment decisions. The Committee was presented the September 30, 2017 Second Quarter Investment Report and recommended that the Board ratify the transactions.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board ratified the investment portfolio and transactions described below:

- (a) as at September 30, 2017, AHS held restricted and unrestricted funds managed by Phillips, Hager & North Investment Management ("PH&N") and Manulife Financial totalling \$1.515 billion;**
- (b) the funds were invested in short term treasury bills, federal, provincial and corporate fixed income bonds, pooled mortgage funds, bond funds, Canadian and Global equity funds; and**
- (c) all of the funds invested during the quarter ended September 30, 2017, were invested in accordance with the Investment Bylaw and Investments Policy as certified by signed investment compliance certificates from AHS and PH&N).**

c) [FC17-55] CEO Delegation of Grants Over \$90M

Mr. David Carpenter, Committee Chair, advised that the Committee considered five agreements or amendments/extensions that had contact values exceeding the approval and signing authority of the AHS President & CEO under Policy #1100, *Delegation of Authority and Establishment of Controls for Commitments*. He noted that in all five cases, the Committee recommended the Board approve the agreement or amendments/extensions, as the case may be, and delegate signing authority to the President & CEO.

i) Clinical Information System Grant Agreement

Mr. David Carpenter, Committee Chair, reported that the first agreement was the Provincial Clinical Information System grant agreement between Alberta Health and AHS for the capital expenditures of the Provincial CIS initiative. The Committee recommended that the Board approve such agreement and delegate signing authority to the President & CEO.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board:

- (a) approved the Alberta Health grant agreement for the capital expenditures of the Provincial Clinical Information System for the period April 1, 2017 to March 31, 2022; and**

- (b) delegated signing authority of the Alberta Health grant agreement to the President and Chief Executive Officer in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy*.**

ii) Intercare Corporate Group Inc.

Mr. David Carpenter, Committee Chair, advised that the second agreement was a proposed Master Services Agreement between AHS and Intercare Corporate Group Inc. with respect to latter's Brentwood and Kingswood facilities. The Committee recommended that the Board approve such agreement and delegate signing authority to the President & CEO.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board:

- (a) approved the Amended and Restated Master Services Agreement and amendments with Intercare Corporate Group Inc.; and**
- (b) delegated signing authority of the Amended and Restated Master Services Agreement and amending agreement to the President & Chief Executive Officer in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy*.**

iii) Retail Electricity Services Contract Amendments with ENMAX Entergy Corporation

Mr. David Carpenter, Committee Chair, reported that the third item was with respect to proposed amendments to the Retail Electricity Services Contract between AHS and ENMAX Energy Corporation. ENMAX has been providing retail electricity services to AHS sites under the Contract since January 1, 2016. The combined value of the amendments along with the initial Contract value exceed the Policy #1100 CEO approval level. The Committee recommended that the Board approve the proposed amendments to the Contract and delegate signing authority to the President & CEO.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board:

- (a) approved the proposed amendments to the current contract ENMAX Energy Corporation with respect to the provision of services since January 1, 2016; and**
- (b) delegated signing authority of such amendments to the President & Chief Executive Officer in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy*.**

iv) Lethbridge Family Services

Mr. David Carpenter, Committee Chair, advised that the fourth item was a one year extension to the Lethbridge Family Services Home Services Agreement. Lethbridge Family Services is an experienced home care service provider in Lethbridge and community operating under contract since April 1, 2005. AHS has asked that this contract be extended for a one-year period which exceeds the CEO approval level under Policy #1100. The Committee recommended that the Board approve such extension and delegate signing authority to the President & CEO.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board:

- (a) approved the one year extension agreement with Lethbridge Family Services; and**
- (b) delegated signing authority of the extension agreement to the President & Chief Executive Officer in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy*.**

v) Microsoft Enterprise Agreement Contract

Mr. David Carpenter, Committee Chair, reported that the final contract was with Microsoft Canada Inc. The contract exceeds the approval and signing authority of the AHS President & CEO under Policy #1100, *Delegation of Authority and Establishment of Controls for Commitments*. Accordingly, the Committee recommended that the Board approve such agreement and delegate signing authority to the President & CEO.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board:

- (a) approved a 5 year contract with Microsoft Canada Inc. for the provision and support of Microsoft products and services to be executed by December 31, 2017; and**
- (b) delegated signing authority for the Contract to the President and Chief Executive Officer in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy*.**

d) [FC17-57] Amendments to Policy #1100

Mr. David Carpenter, Committee Chair, reported that as a final matter, the Committee reviewed proposed amendments to the *Delegation of Authority and Establishment of Controls for Commitments Policy #1100* to formalize the process regarding obtaining the necessary approvals for expenditures during the interim period in which Ministerial approval of the budget is pending, as well as clarifying the application of the CEO's approval limit. The Committee recommended that the Board approve the proposed amendments to Policy #100.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved the proposed amendments to the *Delegation of Authority and Establishment of Controls for Commitments Policy #1100*, as reviewed by the Board.

7. Community Engagement Committee

a) Report to the Board

Ms. Marliss Taylor, Committee Vice Chair, reported on the Community Engagement Committee meeting on November 29, 2017.

Ms. Taylor advised that Dr. Ken Sauer, Chair of the Palliser Triangle Health Advisory Council, attended the meeting to discuss matters of importance to his council. She noted that the Committee appreciated the discussion they had with Dr. Sauer. She also noted that the Committee received an update on Community Engagement and Foundations Relations, including the governance work with the foundations, the status of the Edmonton Children and Adolescent Mental Health project, and the success of the recent Advisory Council Fall Forum.

Ms. Taylor reported that the Committee also discussed LGBTQ next steps and were advised that AHS is committed to providing safer and more inclusive health services for all sexually and gender diverse (lesbian, gay, bisexual, transgender and queer, or LGBTQ) people and their families.

Ms. Taylor advised that the Committee also considered three items for recommendation for approval of the Board.

b) [CEC17-33] Q3 Appointment of Trustees to Health Foundations

Ms. Marliss Taylor, Committee Vice Chair, advised that the responsibility to appoint Trustees to established Foundations lies with the AHS Board. Continued foundations (those existing prior to the first provincial regionalization in 1995) and exempt foundations (those created under alternate legislation such as the *Societies Act*) are permitted to appoint their own Trustees without AHS approval, though AHS is able to appoint one voting trustee to each continued foundation.

Ms. Taylor noted that AHS is very grateful for the commitment of our volunteers across the province, value their work and appreciate their commitment to health care in the province.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved the appointment of Trustees to Health Foundations as reviewed by the Committee and the Alberta Health Services Board, as follows:

Foundation	Name	Period of Appointment
Brooks and District Health Foundation	Mr. Rolf Bander	December 6, 2017 (expiring December 5, 2020)
	Ms. Barb Tymko	December 6, 2017 (expiring December 5, 2020)
Calgary Health Trust	Ms. Angela Butler	December 6, 2017 (expiring December 5, 2018)
Crowsnest Pass Health Foundation	Mr. Shane Collett	December 6, 2017 (expiring December 5, 2019)
Fort Saskatchewan Community Hospital Foundation	Mr. Cameron McCormick	December 6, 2017 (expiring December 5, 2019)
	Mr. Christopher Culhane	December 6, 2017 (expiring December 5, 2019)
Mental Health Foundation	Ms. Mary Pat Barry	December 6, 2017 (expiring December 5, 2020)
	Mr. Michael Saunders	December 6, 2017 (expiring December 5, 2020)
Strathcona Community Hospital Foundation	Mr. J. Keith Rankin	December 6, 2017 (expiring December 5, 2019)
	Ms. Arlene Mazoleski	December 6, 2017 (expiring December 5, 2020)
	Ms. Teri Lynn Bougie	December 6, 2017 (expiring December 5, 2020)

c) [CEC17-34] Amended Bylaws of Grande Cache Hospital

Ms. Marliss Taylor, Committee Vice Chair, reported that the request to amend the Bylaws is in compliance with the *Regional Health Authorities Foundations Regulation* (the “Regulation”). The Grande Cache Foundation wants its Bylaws to reflect the relationship with AHS. Language in the current Bylaws references the legacy region. The amendments to the Bylaws are for the sole purpose of moving the Bylaws into the current foundation bylaw template form that is agreed to between AHS and Alberta Health.

Ms. Taylor advised that the Committee recommended the Board approve the amended Bylaws of the Grande Cache Hospital Foundation.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved the Amended Bylaws for the Grande Cache Hospital Foundation.

d) [CEC17-35] Q3 Advisory Council Appointments and Renewals

Ms. Marliss Taylor, Committee Vice Chair, reported on the appointment or reappointment of members to the Addiction and Mental Health Provincial Advisory Council and the Seniors and Continuing Care Provincial Advisory Council.

Ms. Taylor noted that AHS is very grateful for the commitment of our volunteers across the province, value their work and appreciate their commitment to health care in the province.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved the proposed advisory council appointments and renewals, as reviewed by the Committee and the Board, as follows:

Seniors & Continuing Care Provincial Advisory Council Appointments –effective January 1, 2018	
Name	Term
Calgary Area	
Ms. Della Robertson	3 years
Mr. Jim Hubbard	2 years
Mr. Ray Clark	2 years
Edmonton area	
Ms. Joan Monson	3 years
Ms. Julie Kelndorfer	2 years
Ms. Susan Sommerfeldt	2 years
North Zone	
Ms. Diahann Polege-Aulotte	3 years
Ms. Irene Pirie	2 years
Ms. Linda Grant	2 years
Central Zone	
Mr. John Erkelens	3 years
Ms. Lou (Marylou) Henderson	2 years
Ms. Teresa Willigar	2 years

South Zone	
Ms. Gabrielle Kirk	3 years
Mr. Fred Bosma	2 years
Ms. Judy Long	2 years
Addiction & Mental Health Provincial Advisory Council Appointment –effective January 1, 2018	
Name	Term
Calgary Area	
Mr. Kaj Korvella	2 years
Addiction & Mental Health Provincial Advisory Council Renewals (extensions) – effective June 1, 2018	
Edmonton Area	
Dr. Austin Mardon	2 years
Ms. Bavié Sara	2 years
Central Area	
Dr. Geoff Tagg, Chair	2 years
Ms. Karen Andresen	2 years
South Area	
Ms. Barbara Murray	2 years

Ms. Taylor also noted that on behalf of the Community Engagement Committee, they appreciate all of the work that the PACs, HACs and the Foundations do and wished them all a very Happy New Year and stated they look forward to working with them in 2018.

8. Governance Committee

a) Report to the Board

Mr. Hugh Sommerville, Committee Chair, reported on the Governance Committee meeting on November 29, 2017.

Mr. Sommerville advised that the Committee discussed various audit matters including Bill 27, *Conflicts of Interest Amendment Act* and the second quarter Ethics & Compliance Report. The Committee also met with the Ethics & Compliance Officer.

Mr. Sommerville noted that the Committee reviewed the updated AHS Board Skills and Competencies Matrix and confirmed it would be circulated to the members shortly. He also noted that the Committee reviewed a draft of new procedure regarding Board Member remuneration, expense reimbursement and ongoing education.

b) [GOV17-22] Review of Proposed Changes to Terms of Reference of the Human Resources Committee

Mr. Hugh Sommerville, Committee Chair, advised that the Committee reviewed proposed revisions to the Terms of Reference for the Human Resources Committee, which were mainly housekeeping in nature. The Committee recommended that the Board approve such changes.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board:

- 1. approved the revised Terms of Reference for the Human Resources Committee as reviewed by the Committee and the Board; and**
- 2. directed that the revised Terms of Reference be posted on the AHS public website.**

❖ **Adjournment**

There being no further business, the meeting was adjourned at 5:03 p.m.

/s/
Linda Hughes
Chair

/s/
Catherine MacNeill
Corporate Secretary & Legal Counsel