

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 September 27, 2018.

Attendees:

Board Members: Linda Hughes (Chair)
Dr. Brenda Hemmelgarn (Vice-Chair)
David Carpenter
Robb Foote
Marliss Taylor
Glenda Yeates

Management: Dr. Verna Yiu, President & Chief Executive Officer
Todd Gilchrist, Vice President, People, Legal & Privacy
Deborah Rhodes, Vice President, Corporate Services & Chief Financial Officer
Colleen Turner, Vice President, Community Engagement & Communications
Ronda White, Chief Audit Executive
Catherine MacNeill, Corporate Secretary & Legal Counsel

Regrets: Richard Dicerni
Heather Hirsch
Hugh Sommerville

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

Ms. Hughes called the meeting to order at approximately 3:30 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 Chair of the Alberta Health Services Board, and I would like to welcome everyone to our first public board meeting of the fall.

I hope you all had an opportunity to take some time off over the summer to rest and recharge. I would like to share some work that AHS has been focused on throughout the summer.

As you may know, Alberta is consolidating laboratory services into a wholly owned subsidiary of AHS, called Alberta Public Laboratories (APL). APL will raise the bar for innovation, access and quality in laboratory services in Alberta.

This week, Craig Ivany started in his role as Chief Executive Officer (CEO) of APL. Craig's healthcare career spans more than 30 years, including a previous career in Alberta. Most recently, he served for five years as CEO of Eastern Ontario Regional Laboratory Association. There, he was involved in systems integration at the local, regional and national level — experience that will surely help him in his new role.

I would like to take this opportunity to thank Mauro Chies, Vice President of Clinical Support Services, for taking on the role as interim CEO to get us to where we are today. We will keep Albertans updated on our progress as we move toward our completion date in 2022.

APL will transform how lab services are provided in the province, just as Connect Care will transform how we link patients, healthcare teams and information. With Connect Care, health information will move with the patient from site to site, and from service to service. By logging onto the Connect Care patient portal, Albertans will be able to see their lab results; review their care plan; review their healthcare visit history; receive alerts about upcoming appointments; and message their healthcare team if they have questions about their treatment. This is a big project — an important project — and we need to get it right.

So far, we have brought together thousands of staff, physicians and patient advisors from across the province to help us design Connect Care. Over the summer, we held several adoption and validation sessions. During these sessions, AHS staff and physicians reviewed the design to ensure Connect Care best supports their day-to-day work when it launches.

These two projects are important for AHS to reach its full potential as a province wide, fully integrated health system.

AHS received other exciting news over the summer. The Canadian College of Health Leaders published an article highlighting AHS' achievements as the organization approaches its 10th anniversary next April. The article — titled *One Province, One Healthcare System: A Decade of Healthcare Transformation in Alberta* — provides examples of how AHS is strengthening partnerships, standardizing best practices and driving innovation. It also shows how AHS is capitalizing on provincewide integration to build workplace culture, enhance patient and workplace safety, and improve financial sustainability. A link to the article is on the homepage of the AHS website (www.ahs.ca) and I encourage you to give it a read.

A few weeks following publication of the article, AHS President and CEO Dr. Verna Yiu hosted a national webinar to discuss the article's findings in more detail and to answer questions from the webinar participants. We were told it was the most popular webinar ever hosted by the Canadian College of Health Leaders. Health professionals from across the country joined the webinar to hear Dr. Yiu talk about how Alberta is transforming the healthcare system. It is heartening to see that others are recognizing AHS as a high-performing healthcare system.

I will pass the mic over to our President and CEO, Dr. Verna Yiu, who has a few comments about the article, as well as about AHS activities over the summer and throughout the fall.

❖ **Review of Agenda**

UPON MOTION duly moved, seconded and unanimously carried, the Board approved the agenda for the meeting of the Board held on September 27, 2018, 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 – May 31, 2018, July 26, 2018 and August 8, 2018**

UPON MOTION duly moved, seconded and unanimously carried, the minutes of the AHS Board meetings held on May 31, 2018, July 26, 2018, and August 8, 2018 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. I would like to pick up where Linda left off regarding the article published by the Canadian College of Health Leaders. I was particularly pleased by how the article looked at AHS as a whole and highlighted our achievements throughout the organization as well as our ongoing efforts related to: integration; innovation; quality; safety; partnerships; treating people well; and maximizing the value of every health dollar. We have worked on all of this concurrently over the past decade and I am glad the article captures all of the work.

Of course, credit for all of our achievements goes to the staff, physicians and volunteers of AHS because without their talent, dedication and commitment to patients and to each other we would not have evolved into this high-performing healthcare organization that others are trying to emulate. Our people really are our greatest resource — and we see examples of that every day. Let me share a couple examples with you now.

For many children, the summer months are a time for going to camp, getting outdoors, being active, being creative and making friendships that can last a lifetime. But, sadly, AHS cares for many children and youth who cannot attend a typical summer camp because of their illness. So I wanted to highlight the efforts of AHS staff and physicians who have taken it upon themselves to create specialized summer camps for many of our young patients.

In July, the Glenrose Rehabilitation Hospital held a two-week brain camp for children with cerebral palsy who continue to struggle with the effects of having had a stroke while in womb, or shortly after birth. These strokes have impaired their motor function, so this brain camp combines innovative rehabilitation led by our AHS staff with a wide range of fun yet therapeutic activities, from making crafts to preparing food in the kitchen. And the peer support is huge. This is an opportunity for these brain campers to meet and have fun with other kids with similar challenges. You cannot overstate the importance of that feeling of belonging; of feeling you are not alone. I would like to show you a video of another camp, this one organized by staff and physicians at the Stollery Children's Hospital, for young people with heart disease. Take a look.

[A video was shown]

I think you would agree with me that those are some amazing kids, as well as amazing healthcare providers. Camps like these two really demonstrate what patient-centred care is all about — that is, not just treating illness but caring for the whole person. That is what AHS is all about.

Now we look ahead and, for AHS, our fall calendar includes several important engagement events for our organization. Last week in Edmonton, our Foundation Relations team brought together AHS leadership and more than 100 representatives from 40 health foundations and trusts for the eighth annual Foundations Leadership Forum. The three-day event offered networking and educational opportunities, and included keynote speakers and workshop sessions. This is a yearly chance for AHS and foundation leadership to meet face-to-face and talk about our respective goals, and how we can work together to ensure donor dollars are invested where they will make the biggest difference in people's lives. And given that foundations raise \$250 million every year, these are obviously important conversations to have. I have received very positive initial feedback from some of the participants and look forward to hearing about what was discussed over the three days.

Next month, AHS will be hosting the 2018 Quality and Safety Summit at the University of Calgary. Nearly 500 people — including 80 patient advisors — will attend over the course of two days. They will talk about healthcare transformation and seek new ways to address persisting challenges faced by AHS and, really, health systems across Canada.

Also next month, AHS is presenting the 2018 Advisory Council Fall Forum, which brings together AHS leadership with representatives from our many advisory councils. This year's event is titled *What Matters to You: A Wellness Conversation* and is expected to draw about 180 participants. This year's theme builds upon *What Matters to You Day* and focuses on wellness versus illness. Community

Engagement will work with council members to identify ways to support a change in our conversations from illness to wellness. This is also a great opportunity to network, to share information and to help new advisory council members understand the role of AHS and the important work of the councils.

Our many advisory councils make AHS a better health system and one that is more attune and responsive to the needs of the Albertans and communities we serve. In fact, the Canadian College of Health Leaders article highlights the contributions of advisory councils and health foundations in Alberta's healthcare system — and it is clear the achievements of AHS would not be possible without these and other important partnerships.

With that, I would like to thank all of you here and those watching on Facebook Live, for your continued interest in AHS and Alberta's healthcare system.

3. Quality & Safety Committee

a) Report to the Board – September 12, 2018

Ms. Glenda Yeates, Committee Chair, reported on the Quality & Safety Committee meeting on September 12, 2018.

Ms. Yeates advised that the agenda items typically focus on the three areas of access, quality and safety. The Committee had discussions on the AHS access improvement initiatives and a multiple casualties simulation recently held at Foothills Emergency Department.

Ms. Yeates noted that the Committee heard a presentation on how Connect Care will support appropriate care in some very leading edge work that is occurring.

Ms. Yeates also noted that there was an update on quality initiatives in the organization.

The Committee was also reminded of the Quality Summit being held in Calgary on October 17th and 18th, 2018.

b) [QSC18-22] Alberta Health Services (AHS) Infection Prevention and Control (IPC) 2017/18 Annual Report to Alberta Health

Ms. Glenda Yeates, Committee Chair, advised that the Quality & Safety Committee reviewed the Infection Prevention and Control (IPC) Annual Report (Report), which provides an overview of the outcomes achieved in partnership with programs across the province, including: accountability and monitoring; province wide surveillance; human resource capacity; physical environment and infrastructure; and public awareness and education.

The Committee recommended that the Board approve the Report for submission to Alberta Health.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved the 2017/18 Infection Prevention and Control Annual Report for submission to Alberta Health.

4. Finance Committee

a) Report to the Board – August 8 and September 13, 2018

Mr. David Carpenter, Committee Chair, reported on the Finance Committee meetings on August 8 and September 13, 2018. He noted the Committee considered three items for recommendation for approval of the Board.

b) [FC18-47] Q1 2018-19 Investment Report

Mr. David Carpenter, Committee Chair, advised that as mandated by AHS' Investment Bylaw, the Finance 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 June 30, 2018 First 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 as described below, and as certified by signed investment compliance certificates from AHS and Phillips, Hager & North Investment Management:

- (a) as at June 30, 2018, AHS held restricted and unrestricted funds managed by Phillips, Hager & North Investment Management and Manulife Financial totalling \$1.523 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 June 30, 2018, were invested in accordance with the Investment Bylaw and Investments Policy as certified by signed investment compliance certificates from AHS and Phillips, Hager & North Investment Management.**

c) [FC18-48] Delegation of Authority Over \$90M – Master Services Agreement: Walden Heights Seniors Community Inc.

Mr. David Carpenter, Committee Chair, reported that the Finance Committee considered a Master Services Agreement between AHS and Walden Heights Seniors Community Inc., and an amending agreement with respect to existing service schedules. These agreements require AHS Board approval and delegation of signing authority in accordance with Policy 1100, *Delegation of Authority and Establishment of Controls for Commitments*.

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

- (a) approved the Amended and Restated Master Services Agreement (MSA) with Walden Heights Seniors Community Inc.;**
- (b) approved an amending agreement to amend existing service schedules for Walden Heights Seniors Community Inc.; and**
- (c) delegated signing authority of the Amended and Restated MSA and amending agreements to the President & Chief Executive Officer.**

d) [AHSB18-13] Delegation of Authority of AHS CEO

Mr. David Carpenter, Committee Chair, advised that AHS is the sole shareholder of Alberta Public Laboratories Ltd. (APL - formerly, Calgary Laboratory Services Ltd. (CLS)). At its August 30, 2018 meeting, the Board supported delegating authority over the business and affairs to APL to the AHS CEO.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved the delegation to the President and Chief Executive Officer (CEO) of the general oversight, in capacity as sole shareholder, of Alberta Public Laboratories Ltd. including the authority to approve and sign on behalf of AHS as sole shareholder of APL resolutions and agreements as may be necessary or desirable from time to time and the power to sub-delegate the authority granted.

5. Audit & Risk Committee

a) Report to the Board – September 13, 2018

Mr. David Carpenter, Committee Chair, reported on the Audit & Risk Committee meeting on September 13, 2018. He noted that standard practice is that the Office of the Auditor General and KPMG are guests at the meeting in their role as external auditors of AHS. The Committee was presented a quarterly report on the activities of the AHS Internal Audit and Enterprise Risk Management team and an update on the Enterprise Risk Management Framework.

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

b) [ARC18-47] Internal Audit Charter Updates

Mr. David Carpenter, Committee Chair, advised that the Audit & Risk Committee received an Updated Internal Audit Charter to recommend for Board approval. The Board has reviewed the updates and supports the approval.

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. Community Engagement Committee

a) Report to the Board – September 19, 2018

Dr. Brenda Hemmelgarn, Committee Chair, reported on the Community Engagement Committee meeting on September 19, 2018. She advised that representatives from the Calgary Health Trust attended the meeting. Dr. Hemmelgarn noted that the Committee also viewed a film chronicling the health care journey of Greg Price, and had a discussion with Greg's father, David Price.

Dr. Hemmelgarn reported that the Committee considered two recommendations for approval of the Board.

b) [CEC18-27] Q2 Appointment of Trustees to Health Foundations

Dr. Brenda Hemmelgarn, Committee Chair, advised that the responsibility to appoint Trustees to established Foundations lies with the AHS Board.

Dr. Hemmelgarn stated that AHS is very grateful for the commitment of volunteers across the province, values their work and appreciates 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 follows:

Foundation	Name	Period of Appointment
Airdrie Health Foundation	Jody Cunningham	October 1, 2018 to September 30, 2021
	Brandy Horn	October 1, 2018 to September 30, 2021
	Ryan Thompson	October 1, 2018 to September 30, 2020
Bassano and District Health Foundation	Irene Chauvet-Henry	October 1, 2018 to September 30, 2021
Bow Island and District Health Foundation	Chris Bastiaansen	October 1, 2018 to September 30, 2021
	Alta Magee	October 1, 2018 to September 30, 2021
Calgary Health Trust	Angela Butler	October 1, 2018 to September 30, 2019
	Lesley Conway	October 1, 2018 to September 30, 2021
	Barry Davy	October 1, 2018 to September 30, 2019
	Jaspaul (Rick) Doman	October 1, 2018 to September 30, 2021
	Gary Durbeniuk	October 1, 2018 to September 30, 2021
	Bruce Edgelow	October 1, 2018 to September 30, 2021
	Kathy Hnatiuk	October 1, 2018 to September 30, 2021
	Sarah Kennedy	October 1, 2018 to September 30, 2021
	William Sembo	October 1, 2018 to September 30, 2021
	Roger Smith	October 1, 2018 to September 30, 2021
	David Routledge	October 1, 2018 to September 30, 2021
Claresholm and District Health Foundation	Dee Dee Linn	October 1, 2018 to September 30, 2021
	Mike McAlonan	October 1, 2018 to September 30, 2021
Fort Saskatchewan Community Hospital Foundation	Edward Sperling	October 1, 2018 to September 30, 2020

Lac La Biche Regional Health Foundation	Gislind Moehrle	October 1, 2018 to September 30, 2021
Mental Health Foundation	Peter Bevilacqua	October 1, 2018, to September 30, 2021
	Charlene Butler	October 1, 2018, to September 30, 2021
	Ben Horcica	October 1, 2018, to September 30, 2020
	Tim Varughese	October 1, 2018, to September 30, 2021
	PJ White	October 1, 2018, to September 30, 2021
Oyen and District Health Foundation	Lynda Grudecki	October 1, 2018 to September 30, 2021
Ponoka District Health Foundation	Joe Henderson	October 1, 2018, to September 30, 2021
	Lynette Hycha	October 1, 2018 to September 30, 2021
	Juanita Knight	October 1, 2018, to September 30, 2021
Vulcan County Health and Wellness Foundation	Gord Nelson	October 1, 2018, to September 30, 2021

c) [CEC18-28] Q2 Advisory Council Member Appointments and Renewals

Dr. Brenda Hemmelgarn, Committee Chair, reported that under the Amended Bylaw for Alberta Health Services (AHS) Establishing Health Advisory Councils, the AHS Board is required to approve renewals and appointments of members to the Health Advisory Councils. In addition, the Board is required to approve membership appointments for each of the Provincial Advisory Councils.

Dr. Hemmelgarn noted that the Community Engagement Committee reviewed appointments to certain Health Advisory Councils effective October 1, 2018 and recommended that the AHS Board approve such appointments.

Again, Dr. Hemmelgarn stated that AHS is very grateful for the commitment of 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 new member appointments to the Health Advisory Councils, and the appointment renewals to the Cancer Provincial Advisory Council effective October 1, 2018 as follows:

Health Advisory Council New Appointments – for a Three Year Term – effective October 1, 2018 to September 30, 2021	
Health Advisory Council	Name
David Thompson	Sandra Beaudoin Geraldine (Gerry) Greschner
Greater Edmonton	Donna Smith
Lakeland Communities	Glenn Andersen Brydon Ward
Lesser Slave Lake	Debbie Rose Laura Johnson Cody Twinn
Palliser Triangle	Lorrie Clizbe Ron Wickson
Peace Health	Krista Schuett Mary Wilson
Prairie Mountain	Donna Crowshoe Joyce McCoy
True North	George Fehr
Wood Buffalo	Patience Akenbor Lisa Barter Natalie Castro-Gentili Evelyn Okoh
Yellowhead East	Cyndy Heslin
Cancer PAC Renewals – for a Two Year Term - effective October 1, 2018 to September 30, 2020	
Health Advisory Council	Name
Edmonton	Timothy Buckland Varinder Bhullar

7. Human Resources Committee

a) Report to the Board – September 19, 2018

Ms. Marliss Taylor, Committee Chair, reported on the Human Resources Committee meeting on September 27, 2018.

Ms. Taylor advised that the Human Resources Committee received a standing quarterly report on Our People Results and a labour relations update. She noted the Committee also received an update on the status of midwifery negotiations and the PeopleSoft System upgrade. Finally, the Committee received a presentation on successful safety initiatives employed in the North Zone.

There were no items that came through the Committee for Board approval.

❖ **Adjournment**

There being no further business, the meeting was adjourned at 3:50 p.m.

_____/S/
Linda Hughes
Chair

_____/S/
Catherine MacNeill
Corporate Secretary & Legal Counsel