

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 May 30, 2019.

Attendees:

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

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

Regrets: Ms. Heather Crowshoe

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

Ms. Hughes called the meeting to order at approximately 2:45 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 everybody. My name is Linda Hughes. I am Chair of the Alberta Health Services Board, and I am happy to welcome you here to the Seventh Street Plaza, as well as those watching from across the province through Facebook Live.

I would like to acknowledge we are gathered today on Treaty 6 and Métis Region 4 territory, a traditional meeting place and home for many Indigenous peoples.

We have a full agenda today, and our President and CEO, Dr. Verna Yiu, also has a few words to share, as well as a video to show.

Before we move ahead with the agenda, I would like to congratulate the Diversity and Inclusion team at AHS for helping our organization earn national recognition from the Canadian College of Health Leaders.

Next month, Diversity and Inclusion program manager lead Marni Panas will be in Toronto to accept the Excellence in Diversity & Inclusion Award at the college's National Health Leadership Conference. This is a welcome and well-earned recognition of the significant efforts from many people throughout the organization to create an inclusive environment that is fair, just and respectful of all individuals.

Whether you come to AHS for help and support, or whether you work for AHS, we want to be a safe space where everybody can bring their whole selves, their *real* selves, to their work experience and to their healthcare experience.

That is our goal, and, yes, we still have work ahead of us but this national recognition suggests that AHS is on the right track and we are proud of that.

Stroke care is another area where AHS is a national and international leader. Dr. Yiu has often talked about the work of our world-class stroke program. And, today, on the eve of Stroke Awareness Month, she has a video that captures the work of this program.

❖ **Review of Agenda**

UPON MOTION duly moved, seconded and unanimously carried, the Board approved the agenda for the meeting of the Board held on May 30, 2019, 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 – April 25, 2019

UPON MOTION duly moved, seconded and unanimously carried, the minutes of the AHS Board meetings held on April 25, 2019 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 & CEO

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, Linda, and good afternoon, everybody.

Alberta Health Services marked its 10th anniversary last month and our people have taken this opportunity to do something we do not do often in the forward-looking field of healthcare, and that is look backward and reflect upon our accomplishments over the past decade.

There are many achievements I could highlight but, today, I will focus on our provincial stroke program because it really underscores what we have tried to do at AHS. That is, to ensure all Albertans benefit from the expertise, equipment and resources we have within our province.

Over the past decade, our stroke program has worked with healthcare providers from across the continuum of care, including EMS and emergency department teams, in order to co-ordinate safe, prompt and seamless stroke treatment for patients wherever they are in the province.

We want to make sure that, if you live in a rural or remote community and have a stroke, you will receive an equivalent level of care as someone who has a stroke in a city.

That is exactly what André Therriault and his family experienced when André had a stroke on his farm, located 65 kilometres south of Peace River and more than 400 kilometres from a primary stroke centre in Edmonton.

I have a video of their story that shows what our stroke program looks like through the eyes of our patients and families.

[A video was shown]

We know that every single minute is important in stroke treatment because every minute that is lost means that you lose two million brain cells.

Alberta used to average 70 minutes from diagnosis to treatment with a clot-busting agent.

Now, thanks to the work of our Cardiovascular Health and Stroke Strategic Clinical Network, we average 40 minutes. That is an improvement few other health systems in the world have been able to achieve and it gives stroke patients like André every opportunity to recover.

Our provincialized model of healthcare delivery enables AHS to harness the resources, equipment and expertise of healthcare teams across Alberta for the benefit of all Albertans.

That is what makes stories like Andre's possible.

And that is what gives AHS the ability to respond quickly and effectively to emergency and disaster situations, like the one we are seeing unfold in northern Alberta and affecting air quality in the Edmonton area and in central Alberta.

I would like to express my deep gratitude to all of our dedicated staff, physicians and volunteers who have come together this month to support Albertans affected by the northern Alberta wildfires.

In High Level, we evacuated 20 patients from the Northwest Health Centre on May 20th and safely relocated them to health facilities in Fort Vermilion, La Crete, Grande Prairie, Fairview and Peace River.

Days later, heavy smoke prompted AHS to evacuate 19 patients from the community health centre in Manning and relocate them to health facilities in McLennan, Fairview and Beaverlodge.

And last night, we evacuated the Wabasca-Desmarais Healthcare Centre, relocating four patients to Boyle and Athabasca.

Staff in Wabasca have been evacuated, with EMS remaining in the community as long as it is safe.

And with Slave Lake on an eight-hour notice, AHS is developing plans to evacuate our facilities there if there is need.

However, High Level staff are now returning to the Northwest Health Centre, which is expected to reopen later this week to support the community when it is safe for the public to re-enter.

Despite the increasing threat posed by the wildfire and smoke, our people in Manning are continuing to provide safe and high-quality care to patients, residents and their families in extremely challenging circumstances.

Staff from public health, addictions and mental health, Indigenous health and other areas are providing support at evacuation reception centres in Fort Vermilion, La Crete, Peace River, Slave Lake, High Prairie, and Grande Prairie.

Meanwhile, AHS continues to work closely with our partners in the Municipal Emergency Operations Centre and Provincial Operation Centre as the wildfire situation in northern Alberta evolves.

I am proud of our AHS teams but I am not surprised by their efforts.

Over the years, our teams have shown remarkable commitment and dedication during harrowing events such as the Fort McMurray and Slave Lake wildfires, the southern Alberta floods, and the H1N1 pandemic, and will continue to do so as we face multiple fires throughout the north this spring.

It is during times like these that we best see the strength of our provincial healthcare organization. This is teamwork in action, we come together to help.

When Albertans need us, we are there.

I would like to thank all of our teams involved in both the evacuation of the High Level, Manning and Wabasca facilities, the ongoing emergency response in northern Alberta, and the care of patients transferred to other AHS healthcare facilities.

I would also like to thank our staff who are at the reception centres and supporting those who have been forced to leave their homes.

I am proud to lead this organization and work with people who regularly go above and beyond the call of duty for Albertans — whatever they need, wherever they live.

Thank you very much for your time this afternoon.

3. Governance Committee

a) Report to the Board

Mr. Hugh Sommerville, Committee Chair, reported on the Governance Committee meeting on May 2, 2019.

The Committee received the Ethics & Compliance Office Q4 2018/19 report for discussion and met with the Chief Ethics & Compliance Officer. The Committee also received the annual 2018/19 Policy Report highlighting the corporate policy work of the Policy Services Department.

The Committee received an update on the status of the 2019 Accreditation Canada assessment, and considered the Mandate & Roles Document and a template for the upcoming evaluation survey.

There were no items recommended for Board approval.

4. Community Engagement Committee

a) Report to the Board

Dr. Brenda Hemmelgarn, Committee Chair, reported on the Community Engagement Committee meeting on May 15, 2019. She advised that the Chair from the Yellowhead East Health Foundation attended the meeting.

The Committee considered two items for recommendation for approval of the Board with respect to appointments of Trustees to Foundations and appointments and renewals of members to Advisory Councils.

b) [CEC19-18] Q1 Appointment of Trustees to Health Foundations

Dr. Hemmelgarn advised that AHS is very grateful for the commitment of volunteers across the province. AHS values their work and appreciates their commitment to health care in the province.

The responsibility to appoint Trustees to established Foundations lies with the AHS Board. The Committee recommended the Board approve Trustee appointments as reviewed by the Committee. The Board considered such recommendation.

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 Board effective June 1, 2019 for the terms reviewed by the Committee and the Alberta Health Services Board as follows:

Foundation	Name	Period of Appointment
Canmore and Area Health Care Foundation	Steven Scott	June 1, 2019 to May 31, 2022
Crowsnest Pass Health Foundation	Cori Plosz	June 1, 2019 to May 31, 2021
Lac La Biche Regional Health Foundation	Natalie Cloutier	June 1, 2019 to May 31, 2022
	Brydon Ward	June 1, 2019 to May 31, 2022
Medicine Hat and District Health Foundation	Tanelle Nickolson	June 1, 2019 to May 31, 2022
	James Parson	June 1, 2019 to May 31, 2022
Mental Health Foundation	DeAnn Hunter	June 1, 2019 to May 31, 2022
Ponoka and District Health Foundation	Robyn Dodds	June 1, 2019 to May 31, 2021
	Jennifer Parker	June 1, 2019 to May 31, 2022
	Kathee Rowley	June 1, 2019 to May 31, 2021
	Leonard Standing On The Road	June 1, 2019 to May 31, 2022
Strathcona Community Hospital Foundation	Trina Hodges	June 1, 2019 to May 31, 2022

c) [CEC19-20] Advisory Council Appointments and Renewals

The Committee also considered appointments and renewals to Advisory Councils. The responsibility to appoint or renew council members lies with the AHS Board. The Committee recommended the Board approve the member appointments and renewals as reviewed by the Committee. The Board considered such recommendation.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board approved the appointment of members to the Advisory Councils for the terms reviewed by the Committee and the Alberta Health Services Board as follows:

Health Advisory Council New Appointments – for a Three Year Term – effective July 1, 2019 to June 30, 2022	
Health Advisory Council	Name
Greater Edmonton	Shakib Rahman
Oldman River	Doug Thornton
Palliser Triangle	Angie Traill
Peace Health	Danielle Commandeur Bobbi-Jo Matheson
True North	Caroline Adam-Courtoreille Sherry (Pam) Boese Nella Fehr Jan Welke Judith Wiebe
Yellowhead East	Robyn Wheat
Addiction & Mental Health PAC Renewals – for a Two Year Term - effective September 1, 2019 to August 31, 2021	
	Name
Central Area	Ariel Haubrich
South Area	Diane MacNaughton
Cancer PAC Appointments – for a Three Year Term – effective June 1, 2019 to May 31, 2022	
	Name
Edmonton Zone	Martin Dugas
North Zone	Wally Sinclair
Cancer PAC Renewals – for a One Year Term – effective September 1, 2019 to August 31, 2020	
	Name
Calgary Zone	Dr. Margaret Churcher

5. Quality & Safety Committee

a) Report to the Board

Ms. Glenda Yeates, Committee Chair, reported on the Quality & Safety Committee meeting on May 22, 2019. Ms. Yeates advised that the agenda items typically focus on the three areas of: access, quality and safety.

At the May meeting, the Committee received a data analytics presentation on capacity, considered a discussion on diagnostic imaging strategy, discussed the roadmap for Strategic Clinical Networks, and received an update on the implementation of the National Surgery Quality Improvement Program.

The Committee also received updates on quality & safety metrics and on the Continuing Care Quality Plan.

There were no items recommended for Board approval.

6. Finance Committee

a) Report to the Board

Mr. David Carpenter, Committee Chair, reported that the Finance Committee met on May 23, 2019.

The Committee considered three items for recommendation for approval of the Board.

b) [FC19-18] Q4 2018-19 Investment Report

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 2018-19 Fourth 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 March 31, 2019, Alberta Health Services held restricted and unrestricted funds managed by Phillips, Hager & North Investment Management and Manulife Financial totalling \$1.698 billion;**
- (b) the funds were invested in short term treasury bills, federal, provincial and corporate fixed income bonds, pooled mortgage funds, bond funds and Canadian and Global equity funds; and**
- (c) all of the funds invested during the quarter ended March 31, 2019, were invested in accordance with the Investment Bylaw and Investments Policy as certified by signed investment compliance certificates from Alberta Health Services and Phillips, Hager & North Investment Management.**

Next the Committee considered two amending agreements in which the Committee recommended Board approval in accordance with Policy 1100, *Delegation of Authority and Establishment of Controls for Commitments*.

The first with respect to an agreement with Touchmark at Wedgewood (Edmonton) Inc. The Board considered such recommendation.

c) [FC19-19] Delegation of Authority

i) Wedgewood Master Services Agreement

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

(a) approved the amendment to the Touchmark at Wedgewood (Edmonton) Inc. Master Services Agreement to extend 32 Long Term Care spaces for 14.5 years to align the services with the existing spaces at the facility; and

(b) delegated signing authority of such amendment to the President & Chief Executive Officer.

The second agreement is with Integrated Life Care Inc. The Board considered such recommendation.

ii) Integrated Life Care Inc.

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

(a) approved amendments to and restated the Integrated Life Care Inc. legacy agreement to the Master Services Agreement, which will include an extension of the Supportive Living and Long Term Care services provided for 2 years to align the services; and

(b) delegated signing authority of such amendments and restatement to the AHS President & Chief Executive Officer.

7. Audit & Risk Committee

a) Report to the Board

Mr. David Carpenter, Committee Chair, reported that the Audit & Risk Committee met on May 23, and May 30, 2019. 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.

On May 23rd, the Committee reviewed drafts of the Annual Report and the year-end Financial Statements. In addition, the Committee received the Internal Audit and Enterprise Risk Management Annual Performance Report.

On May 30th, the Committee received the Auditor General Report for the year ended March 31, 2019.

The Committee received two items to consider for recommendation for Board approval.

The first was with respect to the final draft of the AHS 2018-19 Annual Report and recommended that the Alberta Health Services Board approve the Annual Report.

b) [ARC19-33] AHS 2018-19 Annual Report

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

- (a) approved the AHS 2018-19 Annual Report in the form reviewed by the Board, with such non-substantive changes that management of Alberta Health Services considers necessary or advisable; and**
- (b) authorized and directed management of Alberta Health Services to deliver the Annual Report to the Minister of Health, and to later make the Annual Report available to the public through the Alberta Health Services website.**
- (c) [ARC19-34] March 31, 2019, AHS Financial Statement Discussion and Analysis and Consolidated Financial Statements**

Second, the Committee reviewed a final version of the March 31, 2019 Consolidated Financial Statements, the establishment of internally restricted surplus for future purposes, and the financial statement discussion and analysis. The Committee recommended the Board approve those items.

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

- 1. approved the internal restriction of:**
 - (a) \$940.283 million to represent the amount of unrestricted surplus invested in tangible capital assets as at March 31, 2019 and not available for any other purpose;**
- 2. approved the internally restricted surplus for future purposes as at March 31, 2019 of:**

- (a) \$112.508 million to represent the amount of unrestricted surplus related to ancillary services;
- (b) \$21.568 million to represent the amount of unrestricted surplus related to insurance equity requirements and not available for any other purpose;
- (c) \$42.816 million to represent the amount of unrestricted surplus related to foundations and not available for any other purpose; and
- (d) \$40.334 million for other defined initiatives;

3. approved the AHS:

- (a) Consolidated Financial Statements for the year ended March 31, 2019 as reviewed by the Board; and
- (b) Financial Statement Discussion and Analysis for the year ended March 31, 2019; both for inclusion in the AHS 2018-19 Annual Report and both in substantially the form reviewed by the Board, with such non-substantive changes that management of Alberta Health Services considers necessary or advisable; and

4. authorized and directed management of Alberta Health Services to deliver the Consolidated Financial Statements and Financial Statement Discussion and Analysis to Alberta Health and to later make them available to the public through the Alberta Health Services website.

8. Human Resources Committee

a) Report to the Board

Ms. Marliss Taylor, Committee Chair, reported that the Human Resources Committee met on May 29, 2019.

The Committee received a standing quarterly report on Our People Results and a labour relations update. The Committee also discussed work with respect to Workplace Health & Safety, and the status of the e-People program upgrade.

There were no items recommended for Board approval.

❖ Adjournment

There being no further business, the meeting was adjourned at 3:15 p.m.

_____/s/_____
Linda Hughes
Chair

_____/s/_____
Catherine MacNeill
Corporate Secretary & Legal Counsel