

PUBLIC BOARD MEETING

Minutes of the meeting of the Alberta Health Services (“AHS”) Board (the “Board”) held by teleconference, on March 18, 2020.

Attendees:

Board Members: Mr. David Weyant (Chair)
Dr. Brenda Hemmelgarn (Vice-Chair)
Mr. David Carpenter
Mr. Richard Dicerni
Mr. Stephen Mandel
Ms. Heidi Overguard
Mr. Hugh Sommerville
Mr. Brian Vaasjo
Ms. Glenda Yeates

Management: Dr. Verna Yiu, President & Chief Executive Officer
Ms. Colleen Turner, Vice President, Community Engagement & Communications
Ms. Catherine MacNeill, Corporate Secretary & Legal Counsel

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

Mr. Weyant called the meeting to order at approximately 9:50 a.m. Notice of the meeting had been properly given and quorum was met.

❖ Welcome & Comments from the Chair

The following is an abstract of Mr. David Weyant’s, Board Chair, remarks at the meeting. It is not an official transcript:

Good morning, everyone. I am David Weyant, Chair of the AHS Board, and I would like to welcome you to this AHS public Board meeting. Thank you for taking the time to dial in and join us.

This will be a short meeting as we have only five motions from two Committees to consider. Further, there is nothing more important to this organization than the health of Albertans and I do not want our meetings to take the focus of the staff off of that critical mission at this time of pandemic increased workload and potential staff shortages due to illness and quarantine. On that note I would quickly like to acknowledge the extraordinary work of thousands and thousands of staff and physicians who are responding to this crisis. On behalf of the Board I commend you for your extraordinary work and if I may be so bold as to speak on behalf of Albertans I thank you from all of us as well. We are truly grateful and comforted in knowing that we are in your capable hands. We are participating by teleconference today. When I ask for a vote on the motion, I will ask for those in favour and then I will ask for those opposed or abstaining. If none are in the latter group, I will declare the motion passed.

❖ **Review of Agenda**

UPON MOTION duly moved, seconded and unanimously carried, the Board approved the agenda for the meeting of the Board held on March 18, 2020, which was provided to the Board in advance of the meeting.

❖ **Declaration of Conflicts of Interest**

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

1. Finance Committee

Mr. David Carpenter, Committee Chair, reported that the Finance Committee met on March 11, 2020.

Mr. Carpenter noted that he would be presenting three motions for approval.

a) Authorization to Spend

First, Mr. David Carpenter, Committee Chair, reported that the Committee considered an authorization to spend for AHS from April 1, 2020 to June 30, 2020. The Committee reviewed a request to approve an authorization to spend as the 2020/21 budget for AHS will not be approved by the Minister of Health by April 1, 2020. The AHS Health and Business Plan which includes the 2020/21 budget will be submitted to the Minister for approval after the 100 day implementation plan for the AHS Review is submitted and an estimate of costs for the COVID-19 pandemic for 2020/21 is available.

This request for authorization to spend in absence of an approved budget is in accordance with Policy #1100 *Delegation of Authority and Establishment of Controls for Commitments Policy*, which provides that it be supported by written confirmation from the Minister's office specifying the interim period, the amount of funding to be provided and the amount that AHS is authorized to spend during that period.

The Committee recommended that the Board approve the authorization for expenses and the Board had considered such recommendation and the Members supported its approval.

UPON MOTION duly moved, seconded and unanimously carried the Alberta Health Services Board authorized AHS to incur:

- (i) maximum expenses of \$3.975 billion for the period April 1, 2020 to June 30, 2020; and
- (ii) maximum capital expenditures of \$150 million for the period April 1, 2020 to June 30, 2020.

b) Delegation of Authority – 2020/21 Preliminary Funding

- i) Covenant Health

Second, Mr. Carpenter reported that the Committee considered for recommendation of Board approval 2020/21 preliminary funding arrangements for Covenant Health, the AHS wholly-owned subsidiaries, Alberta Precision Laboratories Ltd., Capital Care Group Inc., and Carewest, and the Saskatchewan Health Authority.

The Board will first address the preliminary acute care funding arrangements for Covenant Health. Preliminary and final funding is communicated to Covenant Health in funding letters. The Committee considered for recommendation of Board approval preliminary funding for 2020/21, based on 2019/20 funding. The preliminary funding exceeds the CEO's limits per Policy #1100 *Delegation of Authority and Establishment of Controls for Commitments Policy*, and accordingly requires Board approval.

The Committee recommended the Board approve the proposed preliminary acute care funding for Covenant Health for 2020/21. The Board considered the same and the Members supported the approval.

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

- (i) approved the preliminary annual 2020/21 Covenant Health Acute Care Funding on the terms reviewed by the Finance Committee and the Board; and**
- (ii) delegated authority to the AHS President & CEO to sign the required payment requisitions based on the preliminary maximum amount, and adjust as the final funding amount is determined.**

ii) AHS Subsidiaries & Saskatchewan Health Authority

As a final item, Mr. Carpenter reported that the Committee also considered similar preliminary funding requests for the AHS wholly-owned subsidiaries and the Saskatchewan Health Authority. The Committee was advised that the identified preliminary annual funding amounts will be subject to further adjustments as savings initiatives, activity, and other factors are determined to arrive at the final funding amounts for 2020/21.

The Committee recommended the Board approve the preliminary funding. The Board considered the same and the Members supported the approval.

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

- (i) approved the preliminary annual 2020/21 annual funding to AHS' wholly-owned subsidiaries and to Saskatchewan Health Authority in the amounts and on the terms reviewed by the Finance Committee and the Board; and**
- (ii) delegated signing authority to the AHS President & CEO to sign the payment requisitions or revenue-transfer journal entries for such funding.**

2. **Quality & Safety Committee**

Ms. Glenda Yeates, Committee Chair, reported that the Quality & Safety Committee met on March 11, 2020. Ms. Yeates advised that the agenda items typically focus on access, quality and safety.

Ms. Yeates noted that the Committee received the 2019/20 Q2 Patient Safety Report; an update on the Alberta Surgical Initiative; and an update on the COVID-19 pandemic.

Ms. Yeates advised that the Committee also received a report on strategic initiatives of the organization with a specific focus on the new home to hospital to home transitions guideline and measures.

Ms. Yeates noted that the Committee considered two items for recommendation for approval of the Board.

a) Accreditation Annual Report

First, Ms. Glenda Yeates, Committee Chair, reported the Committee considered for recommendation for approval the Alberta Health Services Accreditation Status and Activities for Health Facilities and Programs Annual Report. Ministerial Directive D5-2008 *Mandatory Accreditation in Alberta's Health System* requires AHS to provide information on accreditation activities and outcomes and accreditation status in an annual report to the Minister.

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

- (i) approved the Alberta Health Services Accreditation Status and Activities for Health Facilities and Programs Annual Report;**
- (ii) supported the Board Chair delivering the Report to the Minister of Health by March 31, 2020; and**
- (iii) directed management to make the Report available on the AHS public website as soon as practical.**

b) Revisions to Quality Assurance Committee Structure

Second, Ms. Yeates reported that the Committee considered for recommendation for approval revisions to the Quality Assurance Committee structure. All modifications to the AHS Quality Assurance Committee governance structure require the approval of the AHS Board. Four of the changes are committee and subcommittee name changes to reflect changes to the names of portfolios. The fifth change is to the terms of reference for the Stollery Transport Team Quality Assurance Subcommittee of the Child Health Quality Assurance, Improvement & Patient Safety Collaborative (CHIPS) Quality Assurance Committee. Given the number of amendments to the names and terms of reference, the revisions will not be read in this meeting but will be incorporated into the minutes of the meeting and posted publicly. The last two changes relate to standing down of committees. The Board has reviewed all amendments.

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

- (i) the name changes to the committees and subcommittees as reviewed by the Board;
- (ii) the changes to the terms of reference of the Stollery Transport Team Quality Assurance Subcommittee of the Child Health Quality Assurance, Improvement & Patient Safety Collaborative (CHIPS) Quality Assurance Committee;
- (iii) that the “Laboratory Services for Public Health Quality Assurance Subcommittee of the Laboratory Services Provincial QAC” be stood down; and
- (iv) that the “Laboratory Services (Genetics) Quality Assurance Subcommittee of the Laboratory Services Provincial QAC” be stood down.

❖ **Adjournment**

There being no further business, the meeting was adjourned at 10:01 a.m.

_____/s/_____
David Weyant
Chair

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