

PUBLIC BOARD MEETING

Minutes of the meeting of the Alberta Health Services (“AHS”) Board (the “Board”) held by teleconference on December 16, 2020.

Attendees:

Board Members: Dr. Brenda Hemmelgarn (Vice-Chair)
Mr. David Carpenter
Mr. Stephen Mandel
Ms. Heidi Overguard
Mr. Hugh Sommerville, QC
Mr. Brian Vaasjo
Ms. Glenda Yeates, OC
Ms. Vicki Yellow Old Woman
Dr. Sayeh Zielke

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

Regrets: Mr. David Weyant, QC

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

Dr. Hemmelgarn called the meeting to order at approximately 11:00 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 Dr. Brenda Hemmelgarn’s, Board Vice-Chair, remarks at the meeting. It is not an official transcript:

Good morning, everyone. I am Brenda Hemmelgarn, Vice-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 join us.

To start, we the AHS Board, would like to recognize that our work takes place on historical and contemporary Indigenous lands, including the territories of Treaties 6, 7 & 8 and the homeland of the Metis. We also acknowledge the many Indigenous communities that have been forged in urban centres across Alberta.

Our Board members are joining us from across the province and we acknowledge their Indigenous peoples territories in which they live and work.

Over the past 6 weeks, all of the Board Committees have met. We received reports and motions from the Community Engagement, Governance, Finance and Audit & Risk Committees at our November 26th Board meeting.

Today, we will hear reports from the Human Resources and Quality & Safety Committees that also met in November. We will also have several motions for consideration from the Board's Finance Committee.

As well, AHS President & CEO Dr. Verna Yiu has some brief remarks about staying safe during the holidays.

Before I turn the mic over to Verna, I would like to let you know that the first 3,900 doses of the COVID-19 vaccine arrived in the province yesterday. Some healthcare workers on the front lines of our pandemic response were vaccinated yesterday, and many more will receive the vaccine today. This is, of course, outstanding news.

It does not mean the pandemic is over. It just means that we might look back upon today as the beginning of the end of our current global health crisis. This is a safe and effective vaccine, and AHS will allocate, distribute and administer it as efficiently, equitably and effectively as possible. This will not happen overnight. The AHS COVID-19 Immunization Plan is scheduled to roll out in phases over the next year and possibly beyond, depending on vaccine supply. So although the vaccine is here, Albertans still need to take all appropriate steps to protect themselves and others from this highly contagious virus.

And with that, Verna, would you like to talk more about the measures Albertans need to take?

❖ **Comments from the President & CEO**

The following is an abstract of Dr. Verna Yiu's, President & CEO, remarks at the meeting. It is not an official transcript:

Thank you, Brenda, and good morning, everyone.

As Dr. Hemmelgarn was saying, the arrival of the COVID-19 vaccine is good news. It provides a much-needed ray of hope at the end of a dark, difficult and tragic year for all Albertans. But we cannot afford to let down our guard. Our phased approach to vaccinating all Albertans will take time and over the next year we must continue to protect ourselves and others by continuing to follow public health measures.

This week's arrival of the vaccine has not made the virus go away, and it does not bring down our current number of daily new COVID-19 cases, or hospitalizations or ICU admissions. These numbers are already too high and they continue to climb. Our hospital and ICU capacities are being stretched.

The expanded public health measures announced last week aim to limit the spread of the virus and ease pressures on our hospitals. And for that to happen, we need Albertans to follow the measures, and, yes, that means no indoor or outdoor social gatherings, with close contacts limited to household members only.

I know it is the holiday season. It is usually a time to gather with family and friends. But we cannot afford to do that this year. I am disappointed, too, I have elderly parents who would love nothing more than to spend time with us over the holidays as we usually do.

So we all need to celebrate differently this year. We need to do this responsibly and safely by spending time with family and friends through video chats or telephone calls or any other way that does not involve being together in-person.

Indoor and outdoor gatherings are how this virus spreads, and this is a virus that has caused more than 744 deaths in Alberta, 69 of those in the past week. That is almost 10 percent of all COVID-19 deaths in Alberta in just the past seven days.

Already, too many Alberta families are missing loved ones this holiday season. Too many Alberta families are grieving. Let's do our part now, as we head into the final two weeks of 2020, to slow the spread of COVID-19 and help prevent further loss of life. That is the greatest gift we can give to each other this holiday season.

Finally, I would like to thank our healthcare workers for their heroic efforts throughout the year, with special thanks to those working over the holidays to care for Albertans who need our help.

And to all of you, I wish you a safe, healthy and happy holiday season.

Thank you so much.

Dr. Hemmelgarn, Board Vice-Chair, noted the Board was participating by teleconference and that, therefore, he would ask for a vote on the motion, and ask for those opposed or abstaining. Those who neither oppose nor abstain, would be viewed as in favour of the motion. If there are none, or a minority, who either oppose or abstain, the motion would be declared carried.

❖ **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 16, 2020, which was provided to the Board in advance of the meeting.

❖ **Declaration of Conflicts of Interest**

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

1. Human Resources Committee – Meeting Report

Heidi Overguard, Committee Chair, reported that the Human Resources Committee met on November 25, 2020.

Ms. Overguard advised that the Committee had a working session on its own and then management attended to discuss Our People Results Quarterly Pulse Report Q2 2020/21, and provide updates on Labour Relations and on Prevention of Harassment and Violence at AHS.

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

2. Quality & Safety Committee – Meeting Report

Glenda Yeates, Committee Chair, reported that the Quality & Safety Committee met on November 25, 2020.

Ms. Yeates advised that the Committee received an update on the Accreditation Canada Fall 2020 survey, received and reviewed the Q1 Patient Safety Report, and received an update on the status of the Alberta Surgical Initiative.

Ms. Yeates also advised the Committee received a presentation on End to End COVID-19 testing, an update on the Edmonton Zone COVID response to capacity planning, and an overview of the Connect Care Patient Safety Collaborative.

Ms. Yeates noted the Committee also received an update on the experience of the Foothills Medical Centre in managing COVID-19 outbreaks.

And lastly, Ms. Yeates advised the Committee received an overview on Home Care Quality and also received an update on the Choosing Wisely program and how it is being used to enhance Clinical Appropriateness at AHS.

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

3. Finance Committee

Mr. David Carpenter, Committee Chair, reported that the Finance Committee met on December 14, 2020.

Mr. Carpenter advised he would be presenting eight motions for approval.

a) Investment Bylaw and Policy Amendments

First, Mr. Carpenter reported that the Committee considered proposed amendments to the AHS Investment Bylaw and the AHS Investment Policy. Management reviews the Investment Bylaw on an annual basis and determines if any amendments are required. The Committee recommended that the Board approve the proposed amendments to the Investment Bylaw and the Investment Policy, as reviewed by the Committee. The Board has considered such recommendation and the members support the approval.

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

- a) approved the amendments to the Investment Bylaw and Investment Policy as reviewed by the Finance Committee and the Board, with such non-substantive changes that management of Alberta Health Services considers necessary or advisable; and**
- b) directed the Board Chair to sign the amended Investment Bylaw on behalf of Alberta Health Services and management to forward the same to the Minister of Health for approval.**

b) 2020-21 Budget

Mr. Carpenter advised that the second item considered was the 2020-21 Budget. The Committee reviewed the 2020-21 Budget and recommended Board approval. The Board reviewed the proposed Budget and the members support the approval.

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

- a) approved the 2020-21 Budget in the form reviewed by the Finance Committee and the Board, with such non-substantive changes that management of Alberta Health Services considers necessary or advisable;**
- b) approved the following 2020-21 funding amounts for the three wholly-owned subsidiaries of Alberta Health Services, as provided for in the 2020-21 Budget:**
 - (i) up to \$146 million of funding for CapitalCare Group Inc.**
 - (ii) up to \$173 million of funding for Carewest**
 - (iii) up to \$1.011 billion of funding for Alberta Precision Laboratories Ltd.; and**

- c) **authorized and directed management of Alberta Health Services to deliver the 2020-21 Budget to the Minister of Health for approval, and after receiving such approval, make the 2020-21 Budget available to the public through the Alberta Health Services website.**

c) COVID-19 Restricted Grant Agreement

Mr. Carpenter advised that the third item the Committee was asked to consider and recommend Board approval for was a Grant Agreement between Alberta Health and AHS relating to COVID-19 response initiatives. The Committee recommended that the Board approve the agreement. The Board has considered such recommendation and the members support the approval.

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

- a) **approved the COVID-19 grant agreement between Alberta Health and Alberta Health Services for the term April 1, 2020 to March 31, 2021, on the terms and conditions reviewed by the Finance Committee and the Board, with such non-substantive changes that management of Alberta Health Services considers necessary or advisable; and**
- b) **delegated the authority to the Alberta Health Services President & CEO to execute such COVID-19 Grant Agreement on behalf of Alberta Health Services in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy 1100*.**

d) Approvals

- i) **2020-21 Funding**
 - a) **Covenant Health**
 - b) **Saskatchewan Health Authority**

Mr. Carpenter reported that the Committee considered the 2020-21 annual and COVID-19 funding to Covenant Health, for recommendation of Board approval. The Committee made such recommendation. The Board has considered such recommendation and the members support the approval.

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

- a) **approved the 2020-21 acute care funding and 2020-21 Covid-19 funding to Covenant Health on the terms and conditions reviewed by the Finance Committee and the Board; and**
- b) **delegated the authority to the Alberta Health Services President & CEO to execute and deliver the funding letter to Covenant Health in accordance with the**

Delegation of Authority and Establishment of Controls for Commitments Policy 1100.

Mr. Carpenter further reported that the Committee considered the 2020-21 annual funding to Saskatchewan Health Authority, for recommendation of Board approval. The Committee made such recommendation. The Board has considered such recommendation and the members support the approval.

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

- a) approved the 2020-21 annual funding for acute care and clinical support to Saskatchewan Health Authority on the terms and conditions reviewed by the Finance Committee and the Board; and
- b) delegated the authority to the Alberta Health Services President & CEO to execute and deliver the funding letter reflecting the above to Saskatchewan Health Authority in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy 1100*.

ii) Homecare Contracts

- Bayshore Healthcare Ltd
- CBI Home Health (AB) Limited Partnership
- CBI Limited (*separate contract from above)
- Paramed Inc.

Mr. Carpenter then spoke to amendments to four agreements relating to the provision of home care services that were reviewed by the Committee. The amendments to all four agreements require the Board's approval and delegation of signing authority to the AHS President & CEO in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy 1100*. The Committee recommended that the Board approve the amendments. The Board has considered such recommendation and the members supported the approvals.

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

- a) approved the following amendments to the agreements with the identified contracted service providers, on the terms and conditions reviewed by the Finance Committee:

- (i) the agreement between Alberta Health Services and Bayshore Healthcare Ltd. that relates to the provision of home care services in the Edmonton and Calgary zones be extended from ending on March 31, 2021 to end on September 30, 2022;
 - (ii) the agreement between Alberta Health Services and CBI Home Health (AB) Limited Partnership with respect to home care services in the Edmonton, Calgary and Central zones be extended from ending on March 31, 2021 to end on September 30, 2022;
 - (iii) the agreement between Alberta Health Services and CBI Limited with respect to home care services in the Edmonton, Calgary and South zones be extended from ending on March 31, 2021 to end on September 30, 2022; and
 - (iv) the agreement between Alberta Health Services and Paramed Inc. relating to community and congregate home care services in the Edmonton and Calgary zones be extended from ending on March 31, 2021 to end on September 30, 2022; and
- b) delegated the authority to the Alberta Health Services President & CEO to execute each such amendment on behalf of Alberta Health Services in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy 1100*.

iii) **Supported Living Contract**

- **Masterpiece Southland Meadows Ltd**

Mr. Carpenter advised that the Committee considered proposed amendments to the Master Services Agreement with Masterpiece Southland Meadows Ltd. The Committee recommended that the Board approve the amendments to the agreement. The Board has considered such recommendation and the members support the approval.

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

- a) approved the amendments to the continuing care Master Services Agreement with Masterpiece Southland Meadows Ltd. to add 31 supportive living spaces and adjust the bed mix at the Masterpiece Southland Meadows facility, on the terms and conditions reviewed by the Finance Committee and the Board; and
- b) delegated the authority to the Alberta Health Services President & CEO to execute the amended Agreement on behalf of AHS in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy 1100*.

iv) **Long Term Care Contract**

- **Brenda Strafford Foundation**

Lastly, Mr. Carpenter reported that the Committee considered proposed amendments to the Master Services Agreement with The Brenda Strafford Foundation. The Committee recommended that the Board approve the amendments to the agreement. The Board has considered such recommendation and the members support the approval.

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

a) approved the following amendments to the continuing care Master Services Agreement with The Brenda Strafford Foundation:

- (i) to add 83 Long Term Care Spaces at the Cambridge Manor Facility;**
 - (ii) to add 2 Long Term Care Spaces at the Bow View Manor Facility; and**
 - (iii) to add 37 Temporary Surge Long Term Care Spaces at the Clifton Manor Facility;**
- and**

b) delegated the authority to the Alberta Health Services President & CEO to execute the amended Agreement on behalf of Alberta Health Services in accordance with the *Delegation of Authority and Establishment of Controls for Commitments Policy 1100*.

❖ **Adjournment**

There being no further business, the meeting was adjourned at 11:15 a.m.

Signed by _____
Brenda Hemmelgarn
Vice-Chair

Signed by _____
Catherine MacNeill
Corporate Secretary & Legal Counsel