



**MINUTES
MONTHLY BOARD MEETING
February 26th, 2008
Main Boardroom, Jan Stirling
Building**

PRESENT: Liz Wyman, Chair
Kay Lewis, CEO
Andy Wong
Karen Hamre
Pawan Chugh
Leone Erasmus (Via
teleconference)
Florence Catholique (via
teleconference)
Rachel Abel , EA (Recorder)

Regrets: Robert Sayine

1. CALL TO ORDER AND WELCOME

The meeting was called to order at 5:35 p.m. by the Chair. The Chair welcomes everyone present.

2. OPENING PRAYER/REFLECTION

CEO Kay Lewis opened the meeting with a Prayer.

3. CONSIDERATION OF AGENDA

3.1 Additions/Changes to the Agenda:

3.2 Approval of Agenda

MOTION: That the Yellowknife Health and Social Services Board accepts the Agenda as presented.

MOVED BY: Karen Hamre

SECONDED BY: Kevin Mcleod

ALL IN AGREEMENT – CARRIED

3.3 Disclosure of Conflict of Interest
None noted.

4. NOTICE OF TRUSTEE LIABILITY

Kay Lewis, CEO reported that all obligations are current and there are no outstanding items. There is one lawsuit still outstanding and YHSSA has recently been named on a new lawsuit related to a fall.

5. MINUTES

Approval of Minutes:

MOTION: That the Minutes of the Board Meeting held on January 15th, 2008 be approved as amended. Action: to remove Board members name under 3.1. Page 3 should reflect the request for 2 seats to be requested on the Elders Advisory Committee.

MOVED BY: Pawan Chugh
SECONDED BY: Andy Wong
ALL IN AGREEMENT – CARRIED

6. BUSINESS ARISING

6.1 Aboriginal Wellness Program: Kay updates the Board on the submission and response from Stanton re the submitted names for the Elders Advisory Committee. One person has since withdrawn their name. The Chair of the Committee and STHA CEO have selected George Marlowe from Lutsel K'e to sit on the committee. Sylvia Haener STHA, CEO will follow up with a letter to the selected candidate.

6.2 TTC: The funds for this program are flowed through YHSSA from the GNWT to pay the contractor. The previously planned move for services to Hay River has been cancelled and the building here in Yellowknife needs renovations. Paul has obtained the April 2007 report from DPW on the review carried out at that time. The Board discusses the current 3 options. **ACTION:** Paul to request further information from DPW. Letter to be sent to the Minister from the Board Chair on this issue

7. NEW BUSINESS

7.1 3rd Quarter Variance Report: Paul reviews the 3rd Quarter Variance report summary with the Board. (Please see copy of reports in minute's binder) **ACTION:** The Board Chair to bring the issue of the current physician funding model to JLC.

MOTION: That the 3rd Quarter Variance Reports be approved as presented.

MOVED BY: Pawan Chugh
SECONDED BY: Andy Wong
ALL IN AGREEMENT – CARRIED

7.2 Strategic Plan Progress report: Kay provides the Board with an update on the Strategic Plan. (Please see copy of report in the Minutes binder) A question is asked about the current available clinic space for NP's to work in. The answer is that it has been an issue in some clinics. The question is asked on the role of the Community Coordinator position in Lutsel K'e and Fort Resolution. The answer is that it is an administrative manager who provides a liaison role in the community dealing with staffing, budgets, program development, and linkage with other local programs. They are a local front line manager linked closely with YHSSA.

MOTION: To accept the Strategic Plan Progress Report as presented.
MOVED BY: Karen Hamre
SECONDED BY: Andy Wong
ALL IN AGREEMENT – CARRIED

7.3 Incident Reporting Process: The Board is provided information on the process for dealing with incidents at YHSSA. Paul provides an example of the summary reports that are reviewed at the monthly Occupational Health and Safety Committee Meetings. There is a concern on the number of verbal abuse incidents in both Fort Resolution and Lutsel K'e. Risk Management has reviewed the forms being used and they have approved the current format. The Senior Management Team and Occupational Health and Safety Committee have developed a formal Administrative Directive which has been approved. Flow charts have been developed as well as a format for quarterly summary reports for the Board. The purpose is to be proactive in managing potential risks.

7.4 GNWT Budget Reductions: Kay updates the Board that all staff have been sent regular updates on the budget reductions taking place. All Health Authorities have sent in reduction submissions to the Dept and these have been brought forward to cabinet. There has been no feedback yet on what has been sent forward.

7.5 CEO Report: Kay provided her monthly report (Please see minutes binder for copy of report). The Chair requests that the minutes reflect condolences to Les Harrison for the loss of his father and Mother in law.

7.6 Report from JLC: The Chair updates the Board that there is a meeting on Thursday as well as lunch with the CEO's. The Stanton meeting is on Thursday night. The Chair will bring forward the following items for discussion- Physician funding model, TTC, Consolidated Clinic and HR issues.

8. **CONSOLIDATED CLINIC UPDATE:** The resubmission has been sent forward.
9. **NEXT MEETING:** The next meeting is scheduled for March 25th. Action: Rachel to poll the Board for availability of Board members for March date. The presentation will address Health Promotion.
10. **ADJOURNMENT @ 7:47pm**

MOTION: That this meeting of the Yellowknife Health and Social Services Board be adjourned.

MOVED BY: Pawan Chugh
SECONDED BY: Andy Wong

ALL IN AGREEMENT- CARRIED

Rachel Abel
Recording Secretary

Elizabeth Wyman
Board Chair