



Interlake–Eastern Regional Health Authority

Board of Directors Meeting
Thursday, April 25, 2024
Selkirk United Church – 202 McLean Ave., Selkirk, MB
Meeting Number 01.2024.04.25

MINUTES

Present: Michele Polinuk; Chair
Arnthor Jonasson
Tammy Hagyard-Wiebe
Judith Cameron (*virtual*)
Debbie Fiebelkorn
Cyndi Typliski; Vice-Chair
Susan Bater
Murray Werbeniuk
Penny Anne Wainwright (*virtual*)
Steven Brennan

Regrets:

Absent:

RHA Staff: Marion Ellis, CEO
Lorianne Kowaliszyn, Regional Lead, Corporate Service and Chief Financial Officer
C. Cole, Executive Assistant (Recorder)

1. Call to Order

M. Polinuk, Chair, called the meeting to order at 12:30 p.m.

2. Welcome

M. Polinuk welcomed everyone to the meeting.

J. Sawatzky, IERHA Regional Lead, Human Resources and A. Stephenson, Executive Director for the Interlake Eastern Health Foundation (IEHF) attended in person at 12:30 p.m. and were welcomed to the meeting.

3. Traditional Land Acknowledgement

J. Cameron addressed the Treaty Land Acknowledgment.

“Interlake-Eastern Regional Health Authority delivers health-care services on First Nation Treaty Territories 1, 2, 3 and 5 and on the homeland of the Red River Métis Nation. We respect that First Nations treaties were made on these territories, acknowledge harms and mistakes, and we dedicate ourselves to collaborate in partnership with First Nations, Inuit and Red River Métis peoples in the spirit of reconciliation.”

4. Adoption of Agenda

The Board reviewed the agenda and there were no additions brought forward.

Moved by C. Typliski, seconded by M. Werbeniuk

BE IT RESOLVED THAT:

The agenda be adopted as presented.

MOTION CARRIED: 01.2024.04.4.0

5. Attendance

M. Polinuk provided roll call.

J. Cameron & P.A. Wainwright joined virtually. All other Board of Directors attended in person at the Selkirk United Church.

Moved by A. Jonasson, seconded by S. Bater

BE IT RESOLVED THAT:

All Board of Directors are in attendance, in person and virtually at the April 25, 2024 meeting.

MOTION CARRIED: 01.2024.04.5.0

6. Adoption of previous minutes (March 28, 2024)

The March 28, 2024 Board of Directors minutes were reviewed.

Moved by D. Fiebelkorn, seconded by J. Cameron

BE IT RESOLVED THAT:

The minutes from the March 28, 2024 Board meeting be adopted as presented.

MOTION CARRIED: 01.2024.04.6.0

7. Business Arising - None

8. New Business

8.1 Interlake Eastern Health Foundation (IEHF)

Averill Stephenson, IEHF, Executive Director, was introduced to the Board and provided an update on observations, early successes, and fundraising work progress that the IEHF has had over the past year.

Key observations include:

- Generous community: receive donations weekly from patients, family members, and the community.
- Low visibility: not well known in communities.
- Staff: fantastic relationships in communities and generously give themselves.
- Processes: need to be clarified, updated, and documented to ensure consistency and best practices.
- Type of Fundraising: majority of fundraising has been passive and designated.
- Limited Donor Information.

What does this mean? Progress in the first year includes:

- New Donor Management System: allows tracking, reporting, issuing of tax receipts, management of communication and more.
- Policy and Processes: ensure compliance with best practice. Documenting, working with IERHA staff, and updating forms.
- Refresh Branding and Website: create an identity for the foundation. Demonstrate Impact, communicate the need, and marketing plan.
- Meetings with Community: past donors, community foundations, hospital guilds, service groups, other organizations.
- Revised Giving Options: be more responsive to needs and to develop campaigns for specific projects.
- Strategic Plan: new and refreshed mission, vision and values. Looking at priority areas.

How can you help:

- Look for and follow the IEHF: on [Facebook](#), Instagram and LinkedIn (coming soon).
- Tell Us Your Stories: show both the impact of donations and the continued need by emailing IEHF@ierha.ca.
- Increase Awareness: share information. Let us know about upcoming events by emailing IEHF@ierha.ca.
- Introductions: who do you know in the community. Donor and/or prospective Board members.

Opportunity for questions was provided.

M. Polinuk, Board Chair thanked A. Stephenson for attending today's Board meeting.

A. Stephenson left the meeting at 1:06 p.m.

8.2 Human Resources Recruitment Initiatives Update

Julene Sawatzky, IERHA, Regional Lead, Human Resources, was introduced to the Board and provide a presentation on Human Resource Initiatives that are taking place in the Interlake-Eastern RHA. Julene shared with the Board; acute care and long-term cares overall vacancy rates & risk areas, local recruitment initiative status (micro-credentialing and Philippines recruitment to date), building partnerships (engagement) with community stakeholders, Selkirk expansion recruitment planning, overview of Labour Relations, and Occupational Safety and Health activities.

P.A. Wainwright left at 1:31 p.m.

Opportunity for questions was provided.

M. Polinuk, Board Chair thanked J. Sawatzky for attending today's Board meeting.

J. Sawatzky left the meeting at 1:52 p.m.

9. Chair's Report

Michele Polinuk provided her Chair's report:

- Fiscal Management Audit Update – Deloitte, this audit is commissioned by Manitoba Health and Deloitte is carrying out the audit with the rural service delivery organizations. Various interviews have been held, including the D. Fiebelkorn, Audit Chair and herself as Board Chair.
- Michele took the opportunity to formally acknowledge the Chief Executive Officer and Chief Financial Officer for the myriad of requests and follow up requirements in the past month.
- The Selkirk and District Community Foundation requires two new board members that live in Selkirk, St. Clements, or St. Andrews. Please submit any suggested names to Michele by May 16.
- A reminder from the March meeting that there is a listing of upcoming noon hour Ethics sessions that the Board is welcome to attend. The last two Ethics sessions that took place were around:
 - Disability Ethics: a philosophical session-themes: state of being happy, and living life.
 - Organizational Ethics, including policy review,
- Michele along with CEO Marion Ellis, attended the Physician dinner on April 23, 2024. Two physicians were honoured and are highlighted in this week's Wednesday Wave.
 - Dr. Amanda Condon, department head of family medicine, Max Rady College and Medicine and Provincial Specialty Lead Family Medicine presented. Her topic was "What's joy got to do with it." Community building, recruitment and the future of primary care. Would like to have her come and present at our November strategic session with Board and Senior Leadership.
- The CEO, CFO and Board Chairs of each Service Deliver Organization have been invited to meet at the legislative building with Minister of Health Asagwara and the Premier Wab Kinew on Monday, April 29, 2024.

Opportunity for questions was provided.

10. Chief Executive Officer's April 2024 CEO Report

The April 2024 CEO Report to the Board was distributed and reviewed for information.

M. Ellis, CEO, provided a high-level executive summary overview to the Board on progress around the current Provincial initiatives; strategic steering committees; health system transformation, clinical preventative services plan; local community engagement and operational table updates; service delivery organization (SDO) performance management provincial dashboard; and operational program update.

Opportunity for questions was provided.

11. Committee Reports

11.1 Finance Committee

11.1.1 Approved Finance Minutes March 21, 2024

The approved Finance Committee minutes from March 21, 2024 are included in the Board package for information.

11.1.2 Finance Presentation

The Financial statements for February 2024 were provided in the Finance package. L. Kowaliszyn reviewed in detail the February 29, 2024 the non-consolidated financial statements by expenses by program, expenses by type, forecast to annual budget and the statement of financial position.

Opportunity for questions was provided.

Motion by S. Brennan, seconded by C. Typliski

BE IT RESOLVED THAT:

The Board of Directors accepts the Non-Consolidated Financial Statements for the period ending February 29, 2024 as presented.

MOTION CARRIED: 01.2024.04.11.1.2

11.1.3 Initial 2024/25 Funding Allocation and Summary Resubmission

L. Kowaliszyn provided the Board with an update on the Initial 2024/25 Funding Allocation and Summary Resubmission. Overview of the; accountability agreement (schedule B exhibits) and the initial 2024/25 funding allocation, requirement to resubmit the 2024/25 budget, the revised budget update, requirement to submit strategy, and review of exhibit B (funding allocation).

Lorianne reviewed in detail the amended 2024/25 Annual Budget that was included in the package. Overview of the presentation included in detail: the previously presented budget submission, along with the approach taken to for the recommended revised budget submission to Manitoba Health, Senior and Long-Term Care.

Opportunity for questions was provided.

Motion by M. Werbeniuk, seconded by J. Cameron

BE IT RESOLVED THAT:

The Board of Directors approves the amended 2024/25 Annual Budget as presented.

MOTION CARRIED: 01.2024.04.11.1.3

11.1.4 Fiscal Management Audit Update (Deloitte)

L. Kowaliszyn provided the Board with an update on the Fiscal Management Audit. Lorianne noted that this fiscal management performance audit commissioned by Manitoba Health in December 2023 and was announced to Service Delivery Organizations in early 2024.

Deloitte is assigned to IERHA work and the kick-off meeting took place February 13, 2024. The kick-off meeting included members of the IERHA staff and Board, Manitoba Health Finance, and Deloitte. Interview sessions were then held on February 26, 2024 in Selkirk at Corporate Office with the CFO, CEO and Audit Committee Chair.

Additional interviews stated to take place in early April with the Director of Finance and the Chief Nursing Officer. More interviews are scheduled into the end of April with the Board Chair, Chief Medical Officer, Regional Lead, Human Resources, Regional Lead, Community and Continuing Care and the Director of Acute Care for Rural/Renal/Cancer Care.

Overall the audit appears to be going well, there are many requests for samples of reports, lots of discussion around finance and relationships with the operators and how we establish our budget, monitor performance against budget, and take corrective action.

Opportunities for questions was provided.

11.2 Audit Committee

No report. Next meeting is scheduled for June 13, 2024.

11.3 Quality and Patient Safety Committee

No report. Next meeting is scheduled for May 23, 2024.

11.4 Education, Policy and Planning Committee

11.4.1 Approved Education, Policy and Planning Minutes

The approved Education, Policy and Planning minutes from March 21, 2024 are included in the Board package for information.

11.4.2 GP. 24 Ethics Decision Making Framework

Included in the package is the proposed recommended additions to the current GP. 24 Ethical Decision Making Framework Board policy. These changes reflect the presentation and discussion at the March Board meeting.

J. Cameron noted that this addition aligns with ensuring that all decisions made as board are achieved through ethical means and through an ethical lens. The Board will utilize all resources made available, including the expertise and advice of the IERHA Regional Ethics Committee and their established framework for ethical decision making.

Recommendation is for the Board to accept the additions that were made.

Motion by J. Cameron, seconded by C. Typliski

BE IT RESOLVED THAT:

The Board of Directors approves the recommended changes to GP. 24 Ethics Decision Making Framework policy, as presented.

MOTION CARRIED: 01.2024.04.11.4.2

11.4.3 GP. 19 Inaugural Meeting Policy

J. Cameron noted that the Education, Policy and Planning Committee reviewed the GP. 10 Inaugural Meeting policy. Included in the package are the recommended changes that were made in to align with Board By-laws, policies and the Inaugural meeting agenda flow.

Recommendation is for the Board to accept the changes that were made.

Motion by M. Werbeniuk, seconded by T. Hagyard-Wiebe

BE IT RESOLVED THAT:

The Board of Directors approves the recommended changes to GP. 19 Inaugural Meeting policy, as presented.

MOTION CARRIED: 01.2024.04.11.1.3

11.5 Indigenous Health Committee

No report. Next meeting is scheduled for May 16, 2024.

12. For Information - None

13. Next Meeting

- Thursday, May 23, 2024
Selkirk United Church – 202 McLean Ave., Selkirk, MB

14. In Camera

L. Kowaliszyn left the meeting at 3:36 p.m.

In attendance:

M. Polinuk, C. Typliski, J. Cameron, M. Werbeniuk, S. Bater, T. Hagyard-Wiebe, S. Brennan, D. Fiebelkorn, A. Jonasson, M. Ellis, and C. Cole

Moved by D. Fiebelkorn, seconded by C. Typliski

BE IT RESOLVED THAT:

The meeting moved “in camera” at 3:36 p.m.

MOTION CARRIED: 01.2024.04.14A

Moved by C. Typliski, seconded by A. Jonasson

BE IT RESOLVED THAT:

The meeting moved “out of camera” at 3:43 p.m.

MOTION CARRIED: 01.2024.04.14B

15. Adjournment

Moved by C. Typliski, the meeting be adjourned at 3:43 p.m.