

# SOUTH CARIBOO COMMUNITY HEALTH COUNCIL

## PUBLIC MEETING

Monday, March 05, 2001  
Mill Site Lodge Conference Room

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**Present:** Alan Boyd  
William (Sandy) Foster  
Pam Miller  
Gail Morrison  
Alberta Grahn  
Audrey Leathem  
Bruce Nicolson  
Dennis Trelenberg  
Elizabeth Pete

**Absent:** Al Richmond

**Staff:** William Marshall, Chief Executive Officer  
Carla Granberg, Executive Assistant  
Margaret Mitchell, Director of Health Programs  
Neil Dickens, Director of Finance  
Del Gunn, Home Support Administrator

**Delegations:** Daycare Committee - L. Belcourt, T. Larum, P. Easton,  
D. Runge  
Nursing - J. Tyrell  
Materiel Management - D. Smith

**Audience:** N. Mah, R. Howard, H. Colpitts, 100 Mile Free Press

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A. Boyd, Chair, called the regular public meeting to order at 7:08 pm. Chair called for the audience to sign the attendance list.

### A. Adoption of Minutes:

**MILLER-MORRISON** MOVED that the minutes of the regular public meeting of the South Cariboo Community Health Council held February 5, 2001, be received and adopted as circulated prior to the meeting. **Carried.**

### B. Delegations/External Committee Reports:

- Nursing Profession:** Judy Tyrell, R.N., provided a brief presentation on the need to support the nursing profession. Circulated at the meeting was a petition supporting Registered Nurses and Registered Psychiatric Nurses in BC and a "Fact Sheet" from the BC Nurses Union entitled "BC's Nursing Shortage: Crisis and Solution". The Chair and several health councillors also spoke to the issues.
- Daycare Committee:** T. Larum, representative of the South Cariboo Health Centre Daycare Committee, enquired as to the status and/or priority of the daycare proposal. D. Trelenberg provided an update of some further options to be considered by both parties as to the allocation of space within the building currently leased by the Canadian Mental Health Association. W. Marshall and M. Mitchell indicated their intention to assist the daycare committee with application proposals through nursing recruitment/retention funding.

**MORRISON-MILLER** **MOVED that, in principle, the Health Council will work with the South Cariboo Health Centre Daycare Society towards providing daycare for staff, and this daycare be provided at no cost to the South Cariboo Community Health Council or the Daycare Society. Carried.**

Some members of the delegations now left the meeting.

**C. Advisory Committee/Operational Reports:**

1. **Quality Assurance:** Consideration was given to the following written reports as circulated prior to the meeting and presented:

1.1 **Materiel Management Department:** Prepared by D. Smith, Senior Buyer, for the reporting period 2001 on the quality assurance activities in the Materiel Management Department. D. Smith presented her report and provided clarification in response to queries.

D. Smith now left the meeting.

**LEATHEM-GRAHN** **MOVED Item C1.1 described above be received as circulated and discussed. Carried.**

1.2 **Mill Site Lodge/Fischer Place:** Prepared by C. MacKenzie, Head Nurse, for the reporting period 2001 on the quality assurance activities at Mill Site Lodge/Fischer Place. M. Mitchell presented the report in the absence of C. MacKenzie, who has sent her regrets due to illness.

1.3 **Recreation Department:** Prepared by W. Reilly, Recreation Therapist, for the reporting period 2001 on the quality assurance activities in the Recreation Department of Mill Site Lodge/Fischer Place. M. Mitchell presented the report in the absence of W. Reilly who has also sent her regrets.

**MORRISON-LEATHEM** **MOVED that Items C1.2 and C1.3 described above be received as circulated and discussed. Carried.**

2. **Medical Advisory Committee:** W. Marshall provided a brief overview of the minutes.

**LEATHEM-GRAHN** **MOVED that the minutes of the Medical Advisory Committee meeting held February 21, 2001, be received as circulated and recommendations contained therein be endorsed. Carried.**

3. **Project Building Committee Report:** The Chair reported that the final meeting of the Project Building Committee was held on February 22, 2001. A surplus of approximately \$200,000 will result from this capital construction project. Some discussion has arisen regarding the distribution of a prorated portion of this surplus back to the Regional Hospital District. Approximately \$100,000 of expenditures remain to be cash flowed by the end of June 2001.

4. **Seniors Advisory Committee:** The next meeting is scheduled for March 13, 2001, at 10:00 am, in the Mill Site Lodge Boardroom. Guest speakers will be Bonnie Daudlin, Speech Pathologist, and Karen Skillings Discharge Planner. K. Skillings will provide details of information available to seniors travelling to other communities for health care. Members of the public are welcome to attend.

5. **Director of Health Programs Report:** M. Mitchell provided clarification in response to queries regarding aspects of her report.

**MILLER-MORRISON** MOVED that the written report of the Director of Health Programs prepared by M. Mitchell, dated February 28, 2001, be received as circulated, presented and discussed. **Carried.**

6. **Home Support Services Report:** D. Gunn provided clarification in response to queries regarding aspects of her report. Discussion ensued in response to a query regarding the availability of information on the utilization of the care facility located at the 108 Mile Ranch.

**MILLER-LEATHERM** MOVED that the written report regarding Home Support Services dated March 1, 2001, prepared by D. Gunn, Administrator, be received as circulated, presented and discussed. **Carried.**

7. **Chief Executive Officer Report:**

**MORRISON-LEATHERM** MOVED that the written report of the Chief Executive Officer dated March 5, 2001, be received as circulated, presented in detail and discussed. **Carried.**

In response to queries, W. Marshall provided additional details on various aspects of his report as well the status of the negotiations underway with the six unions at a local level to provide essential services in the event of job action.

J. Tyrell and D. Runge now left the meeting.

**D. Community Health Services Society Report:**

1. **Minutes:**

**MILLER-MORRISON** MOVED that the minutes of the meeting held January 11, 2001, of the Board of Directors of the Cariboo Community Health Services Society be received as circulated. **Carried.**

2. **Aboriginal Governors:**

**MILLER-MORRISON** MOVED that the letter dated January 29, 2001, from A. Boyd, Chair Cariboo CHSS to L. Hollins, Deputy Minister of Health, regarding the Minister's request for health authorities to have at least two Aboriginal governors, be received as circulated and discussed. **Carried.**

3. **CCC Health Services Plan:** Consideration was given to the following correspondence, circulated prior to the meeting:

- 3.1 Letter dated February 8, 2001, from C. Evans, Minister of Health, to A. Boyd, Chair - Cariboo CHSS and Chair - South Cariboo CHC, advising that the Health Service Plan has been approved;

- 3.2 Letter dated February 28, 2001, from D. Babiuk, Associate Deputy Minister - Regional Programs, Ministry of Health, to the five health authorities in the

Cariboo/Chilcotin/Coast Health Services Region, regarding the results of the health service plan review process.

**MILLER-GRAHN**      **MOVED that Items C3.1 and C3.2 described above, be received as circulated.**

4.      **Additional Special Care Unit Beds:**

**MILLER-MORRISON**      **MOVED that the letter dated January 28, 2001, from A. Boyd, Chair - Cariboo CHSS, attaching a copy of a briefing note regarding the need for additional special care unit beds in Williams Lake, be received as circulated.**

5.      **Cariboo Region Capital Budget 2001/02:** Consideration was given to the following correspondence, circulated prior to the meeting, and verbal report:

- 5.1      Letter dated February 7, 2001, from A. Boyd, Chair - Cariboo CHSS, to T. Vrooman, Executive Director - Funding, Planning and Evaluation, Ministry of Health, regarding the need to support the region in a joint capital planning process through consistent communication with all health authorities in the region;
- 5.2      Letter dated February 8, 2001, from C. Wyse, Chair - Central Cariboo Chilcotin CHC to A. Boyd, Chair Cariboo CHSS, requesting an expression of support to the Ministry of Health for Phase II Redevelopment of the Cariboo Memorial Hospital site and 100% funding of the capital costs of the Regional In-Patient Psychiatric Unit;
- 5.3      Letter dated February 8, 2001 from C. Wyse, Chair - Central Cariboo Chilcotin CHC to E. Nash, Chair - Cariboo Regional Decision Making Committee, providing the Health Council's recommendations for allocation of funding for capital improvement projects for 2001/2002;
- 5.4      Media Release dated February 12, 2001, prepared by the Central Cariboo Chilcotin CHC regarding the Ministry of Health's recommendation that the Secondary Level Psychiatric Inpatient Unit for Williams Lake proceed to the "Part B" planning stage and the technical differences concerning the Phase II Redevelopment to the Cariboo Memorial Hospital;
- 5.5      Briefing Note dated February 13, 2001, prepared by A. Ruault, Executive Director, regarding the 2001/02 Capital budget item - Phase II Redevelopment/Secondary Psychiatric Unit - Central Cariboo Chilcotin CHC;
- 5.6      Regional Decision Making Committee Meeting February 9, 2001: A. Boyd provided a report regarding the meeting held with MLA D. Zirnhelt and Leah Hollins, Deputy Minister of Health, to obtain clarification of the capital funding process in the Cariboo Chilcotin Coast health services region.

**MILLER-TRELENBERG**      **MOVED that Items D5.1 through D5.6 as described above, be received as circulated, presented and discussed.**      **Carried.**

E. **Business Arising:**

1. **National Health Summit – January 18 – 20, 2001:**

**MORRISON-LEATHEM** MOVED that the letter dated February 14, 2001, from A. Richmond, Chair - Cariboo Chilcotin Regional Hospital District enclosing the report from the National Health Summit 2001 held in Prince George January 18 - 21, 2001, for review with a deadline to provide comments by March 9, 2001, be received as circulated. **Carried.**

**MILLER-FOSTER** MOVED that a letter be written to the Cariboo Chilcotin Regional Hospital District providing support, in principle, to the recommendations arising from the National Health Summit 2001 for the CCRHD to take before the National Task Force. **Carried.**

2. **HABC Conference "Advocating Health in the BC Election":** A. Boyd provided a brief report on his attendance at this conference held in February 2001 and expressed his general disappointment in the proceedings.

3. **Cariboo Economic Action Forum:**

**MILLER-GRAHN** MOVED that the letter dated February 16, 2001, from L. Lemire, Administrator - Cariboo Economic Action Forum, enclosing registration information for the 8<sup>th</sup> Annual Stakeholder Conference on May 25 - 26, 2001, be received as circulated and discussed; Further, that enquires be made Cariboo Economic Action Forum for additional information on the presenters and content of the health and telecommunications workshops. **Carried.**

F. **Financial:**

1. **Expenditure Reports:**

- 1.1 W. Marshall, Area Managers' Meeting, Williams Lake Feb 14 - \$80.00;
- 1.2 W. Marshall, Area Managers' Meeting, Williams Lake Feb 9 - \$ 110.38;
- 1.3 A. Boyd, Advocating Health in the BC Election, Vancouver - AirBC \$420.51;
- 1.4 A. Boyd, Advocating Health in the BC Election, Vancouver - \$305.88.

**MILLER-TRELENBERG** MOVED that items F1.1 through F1.4 described above be received as circulated and endorsed for reimbursement. **Carried.**

2. **Director of Finance:**

2.1 **Financial Report:** Consideration was given to the written financial report dated March 5, 2001, prepared and presented in detail by Neil Dickens, Director of Finance, as circulated prior to the meeting. There has been no significant change in our financial position in past several months.

**MORRISON-MILLER** MOVED that the written report of the Director of Finance dated March 5, 2001, be received as circulated presented in detail by N. Dickens and discussed.

3. **Fundraising Report:**

**MILLER-LEATHERM** **MOVED that the Fundraising Report for the month of February 2001 be received as circulated and discussed. Carried.**

Brief discussion arose regarding the local community support of the health care facility needs.

4. **Capital Equipment – Medication Cart - Fischer Place:** M. Mitchell spoke to this need for additional equipment. The original cart system is not workable as it was designed for a different staffing plan that was not implemented due to shortage of nurses. The surplus medication carts will be reused in different areas.

**LEATHERM-TRELENBERG** **MOVED that the proposal for the purchase of a Medication Cart for Fischer Place in the amount of \$3,031.99 be received as circulated and discussed; Further, that the purchase of the Medication Cart be endorsed and funded through the global capital equipment plan 2000/01.**

5. **Reimbursable Expense Policy - Mileage Rate:**

**MORRISON-MILLER** **MOVED that the schedule for reimbursable travel expenses approved by the Ministry of Finance and Corporate Relations reflecting the increase of the private vehicle mileage rate to 40 cents/kilometre effective April 2, 2001, be received as circulated. Carried.**

By general consensus, it was deemed that retroactive reimbursement for the one cent difference in private vehicle mileage is not necessary.

6. **Capital Equipment Plan:**

**LEATHERM-MILLER** **MOVED that the letter dated February 28, 2001, from D. Babiuk, Associate Deputy Minister, Regional Programs, requesting the submission of Three Year Capital Equipment Plans by the deadline of April 30, 2001, be received as circulated and discussed; Further, that the draft plan be presented to the Health Council in April prior to submission to the Ministry. Carried.**

G. **Correspondence:**

Originals of all correspondence were available for perusal at the meeting and are on file in the Health Council administration offices.

1. Received February 2 to March 1, 2001 Executive Summary, circulated prior to the meeting;
2. Received March 1 to 5, 2001, Executive Summary, circulated at meeting.

**TRELENBERG-MILLER** **MOVED that the Executive Summaries of correspondence received February 2, 2001, to March 5, 2001 be received as circulated. Carried.**

**H. New Business and Roundtable:**

**1. HABC - Advocacy Council Membership:**

**MILLER-LEATHERM** MOVED that the letter dated March 1, 2001, from G. Peary, Chair - Health Association of BC, to G. Morrison advising of her appointment to the Advocacy Council of the Association be received as circulated and discussed. **Carried.**

**2. North West Council of Chairs:**

**MORRISON-TRELNBERG** MOVED that the letter dated January 29, 2001, from E. Nash, Chair - Cariboo/Chilcotin/Coast Regional Decision Making Committee to S. Smith, Chair - North West Community Health Services Society, requesting supporting information on terms of Reference for the North West Council of Chairs as it relates to the mechanism on regional decision making, be received as circulated. **Carried.**

**3. Chair - Cariboo CHSS/South Cariboo CHC:**

**TRELNBERG-FOSTER** MOVED that the letter dated February 27, 2001, from A. Boyd, Chair - South Cariboo Community Health Council and Chair - Cariboo Community Health Services Society, to C. Evans, Minister of Health, providing formal notification of his intention not to stand for reappointment following expiration of his term March 31, 2001, be received as circulated. **Carried.**

A. Boyd provided a brief statement regarding his 12 ½ years in filling a volunteer role in the community on the Hospital Board and the Community Health Council.

**4. Canada Health Day - May 12, 2001:**

**FOSTER-MILLER** MOVED that the information pamphlet on Canada Health Day as sponsored by the Canadian Public Health Association and Canadian Healthcare Association be received as circulated; Further, that this information be forwarded to the Public Relations Committee for their consideration. **Carried.**

**I. Public Question/Answer Period:** The Chair opened the public question period and information/clarification was provided as questions arose.

**J. Date of Next Meeting:** Tuesday, April 10, 2001, in Mill Site Lodge Conference Room.

There being no further business, the meeting adjourned at 8:46 pm.

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Chair

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Secretary-Treasurer

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