

PUBLIC MEETING

Tuesday, November 14, 2000
Mill Site Lodge Conference Room

Present:	Alan Boyd William (Sandy) Foster Pam Miller Gail Morrison Bruce Nicolson Al Richmond Dennis Trelenberg	Absent:	Alberta Grahn Audrey Leathem Elizabeth Pete
Staff:	William Marshall, Chief Executive Officer Carla Granberg, Executive Assistant Margaret Mitchell, Director of Health Programs Del Gunn, Home Support Services Administrator Neil Dickens, Director of Finance & Information Systems		
Delegations:	Sandy Bruce, Chair Gayle Dunsmuir, Program Director Hospice/Palliative Care Association Peter Murgens, Spokesperson Kidney Dialysis Service Advocacy Group Denise Swift, Supervisor – Laboratory		
Audience:	N. Mah, A. Butler, E. Lockridge, C. Lock, S. Lock, H. Evjenth, V. Evjenth, R. Christopher, D. Theodore, G. Orr		

A. Boyd, Chair, called the regular public meeting to order at 7:13 pm.

A. **Adoption of Minutes:**

MILLER-RICHMOND MOVED that the minutes of the regular public meeting of the South Cariboo Community Health Council held October 2, 2000, be received and adopted as circulated prior to the meeting. **Carried.**

B. **Delegations/External Committee Reports:**

1. **Hospice/Palliative Care:** Sandy Bruce, Chair – 100 Mile District Hospice and Palliative Care Association, presented and provided an overview of their letter dated November 9, 2000, circulated prior to the meeting.

A. Boyd spoke to the issue stating that the grant funding allocated by Cariboo Community Health Services Society (CCHSS) to the Quesnel and District Hospice Association was subject to the obligation to develop a needs study of palliative care in the health region. It was not the CCHSS's position that hospice/palliative care programs be regionalized. M. Mitchell also spoke to the issue of a regional program/facility initiative developed by another community. A. Boyd will clarify this position at the next CCHSS meeting. At the provincial level, two resolutions addressing the recognition for funding and support for hospice/palliative care were also passed at the recent Annual General Meeting of the Health Association of BC.

2. **Kidney Dialysis Service Advocacy Group:** Peter Murgens spoke on behalf of the people in the community who currently travel to Williams Lake for kidney dialysis services and presented a case to obtain support to improve the dialysis services for these people. Currently, there are five local residents who require this service. The problems were summarized as follows: the 220 km round trip three times per week, all year for local residents to receive their services in Williams Lake is too far, long, stressful (especially for seniors) and dangerous. Circulated at the meeting, was a written outline of the problem and the solutions as proposed and prepared by this group. Quality of life was emphasized as an important factor in seeking resolution of the issues. Anecdotes of individual experiences were shared. It was stated that the facilities at Williams Lake are currently so inflexible that the local residents cannot carpool to receive their treatment. Some residents have the added problem of locating a driver/care each trip. The average patient spends 7 hours a day for travel and treatment.

The advantages of the following solutions were outlined:

- Want to establish a local self-care facility in 100 Mile House – In response to a query, it was confirmed that self-care applies to all five individuals.
- Improve the capacity for service at the Williams Lake facility to facilitate carpooling or the implementation of a handi dart service.
- Handi Dart service – for local patients. This advocacy group wants the Health Council to seek a source of funding for the bus and driver. It was also queried whether other patient care services could also benefit from the handi dart service.

It was stated that the entire program for kidney dialysis service is coordinated provincially and the communities of Williams Lake and 100 Mile House are currently under the Thompson Region Kidney Dialysis Program. G. Morrison stated that the Seniors Advisory Committee has also raised this as an issue and is in the process of getting a regional coordinator to visit and assess the issue in this community. This Health Council is supportive of the need to find solutions to meet the need; however, this issue has to be taken beyond the health council level to achieve some of the proposed solutions. P. Murgens stated that the group will be available to participate as required.

General discussion ensued. G. Morrison encouraged the local residents to write down their personal stories and forward them to the Health Council to assist in providing the leverage that the Health Council can use in negotiating with provincial authorities.

The representatives of both delegations now left the meeting at 7:43 pm.

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 **Laboratory:** Prepared by D. Swift, Chief Laboratory Technologist for the period ending September 2000 on the quality assurance activities in the Laboratory Department.

MORRISON-MILLER **MOVED that Item C1.1 described above be received as circulated, presented in detail by D. Swift and discussed.**

D. Swift now left the meeting.

- 1.2 **Occupational Health & Safety Committee:** Prepared by M. Mitchell, Committee Chair for the period ending October 2000 on the quality assurance activities of the Occupational Health and Safety Committee.

MILLER-RICHMOND **MOVED that Item C1.2 described above be received as circulated, presented in detail by M. Mitchell and discussed. Carried.**

2. **Medical Advisory Committee:**

FOSTER-MILLER **MOVED that the minutes of the Medical Advisory Committee meeting held October 18, 2000, be received as circulated. Carried.**

3. **Project Building Committee Report:**

RICHMOND-MORRISON **MOVED that the minutes of the Project Building Committee meeting held July 31, 2000, be received as circulated. Carried.**

A. Boyd stated that as of the date of the meeting held November 1, 2000, total performance of the base building contract had not yet been established.

4. **Seniors Advisory Committee Minutes:** G. Morrison, Seniors Liaison, reported that the committee met today, November 14, 2000, and provided a brief update on the proceedings of this meeting.

5. **Director of Health Programs Report:**

MORRISON-MILLER **MOVED that the written report of the Director of Health Programs prepared by M. Mitchell, dated November 9, 2000, be received as circulated, presented and discussed. Carried.**

In response to a query, it was stated that the correspondence regarding the workstation ergonomic issues will be shared with the Cariboo CHSS. Discussion ensued regarding the Workers' Compensation Board assessor's position on whether the workstation furniture meets the WCB regulations. M. Mitchell stated that the situation will most likely be mitigated by staff education on the correct adjustment of workstation furniture. D. Gunn also spoke to the issue. This issue will continue to be addressed by management and the Occupational Health and Safety Committee as appropriate.

6. **Home Support Services Report:** D. Gunn provided clarification regarding the statistics provided in the report.

FOSTER-MORRISON **MOVED that the written report regarding Home Support Services dated September 28, 2000, prepared by D. Gunn, Administrator, be received as circulated, presented and discussed. Carried.**

7. **Chief Executive Officer Report:**

RICHMOND-FOSTER **MOVED that the written report of the Chief Executive Officer dated November 2000 be received as circulated, presented in detail and discussed.**

D. Community Health Services Society Report:

1. Minutes:

MORRISON-TRELENBERG **MOVED that the minutes of the meeting of the Board of Directors of the Cariboo Community Health Services Society held September 15, 2000, be received as circulated. Carried.**

2. Regional Secondary Psychiatric Services:

2.1 Capital Funding Approval - Ratification of Telephone Poll: Consideration was given to the following correspondence, circulated prior to the meeting:

2.1.1 Letter dated October 24, 2000, from A. Boyd, Chair – Cariboo CHSS, to E. Nash, Chair – Cariboo/Chilcotin/Coast Regional Decision Making Committee, endorsing the Committee decision to pursue 100% of the capital funding for the secondary psychiatric beds from the Ministry of Health;

2.1.2 Letter dated October 3, 2000, from A. Boyd, Chair – Cariboo CHSS and C. Wyse, Chair – Central Cariboo Chilcotin Health Council, to the South Cariboo Community Health Council requesting support to the attached joint proposal for the Capital Project Proposal for the Phase II Redevelopment of the Cariboo Memorial Hospital Site and Secondary Psychiatric Beds;

Discussion ensued regarding the proposal to request 100% funding from the Ministry of Health without any funding participation from the Regional Hospital District.

RICHMOND-TRELENBERG **MOVED receipt of Items D2.1.1 and D2.1.2 described above, circulated and discussed; Further, that the telephone poll of Health Councillors completed on October 24, 2000, resulting in a majority vote in favour of a submission to the Ministry of Health for 100% capital funding for secondary psychiatric beds for the Cariboo/Chilcotin/Coast region be ratified. Carried.**

2.2 Proposal – Secondary Psychiatric Services: This proposal will be presented for review by the local physicians at the Medical Advisory Committee meeting scheduled on November 22, 2000. A. Boyd stated that Cariboo CHSS would like community consultation as well as the Health Council input regarding same. W. Marshall and M. Mitchell spoke briefly to the proposal to develop transitional housing in this community and sharing services/facilities/staff with the local chapter of the Canadian Mental Health Association.

MORRISON-FOSTER **MOVED that the undated document entitled “Proposal – Secondary Psychiatric Services – Cariboo Chilcotin Coast” prepared by the Cariboo Community Health Services Society be received as circulated and discussed; Further that any concerns regarding the proposal be forwarded to Cariboo Health through the Chief Executive Officer of the South Cariboo CHC.**

Carried.

3. Proxy Votes: This issue was also addressed as a resolution at the Health Association of BC Annual General Meeting in October 2000.

MORRISON-RICHMOND **MOVED that the letter dated November 2, 2000, from A. Boyd, Chair – Cariboo CHSS to C. Evans, Minister of Health regarding the issue of proxy votes for representatives on the board of directors for community health services societies be received as circulated and discussed.**

E. Business Arising:

1. **Regional Cancer Advisory Committee:** A. Boyd spoke to the issue of representation on this committee on behalf of the “region” arising from A. Leathem’s concern regarding formal authority to represent the entire Cariboo region while attending these meetings. The Chair will pursue this at the next Cariboo CHSS meeting. It was determined that the Regional Cancer Advisory Committee will be requested to distribute their minutes of meetings direct to all health authorities in the region.

RICHMOND-TRELEBERG **MOVED that the letter dated October 4, 2000, to the health authorities in the Cariboo Region regarding representation on the Regional Cancer Advisory Committee which meets at the Cancer Centre for the Southern Interior, Kelowna, be received as circulated and discussed.**

2. **Nutrition Services:**

- 2.1 **Regional Nutrition Services Plan in the Cariboo:** Consideration was given to a letter, as circulated prior to the meeting, dated October 26, 2000, from J. Houghton, Cariboo Regional Registered Dietitian Nutritionist Task Force, requesting that the Health Council forward the amount of \$875 and stating that the final report will be forwarded to the Health Council following the project completion date of January 31, 2001.
- 2.2 **House of Mirrors - Community Grants Application:** Consideration was given to an application, circulated prior to the meeting, to the Cariboo CHSS for project funding in the amount of \$5000 for a project entitled “House of Mirrors” to raise awareness around body image and eating disorders/disordered eating in the community.

MORRISON-RICHMOND **MOVED receipt of Items E2.1 and E2.2 described above; Further that the Health Council write a letter of support of the “House of Mirrors” grant funding. Carried.**

3. **HEABC and HABC –AGMs and Conference - Chair’s report:** A. Boyd provided a report on the activities during the four-day conference and Annual General Meeting. All the resolutions arising from the Cariboo were carried. G. Morrison also spoke to several contentious resolutions that were addressed at the annual general meeting. Representatives of the Cariboo CHSS also held meetings in Vancouver with representatives of the official opposition who appeared to be well informed on health issues in the Cariboo.
4. **Health Association of BC – Elections of Board of Trustees:** It was reported that Colleen Nelson was elected to take the Director’s position being vacated by A. Boyd on the Health Association of BC Board of Trustees.

5. **Physician Recruitment and Retention:**

5.1 **Ministry of Health Letter:**

RICHMOND-MORRISON **MOVED that the letter dated October 5, 2000, from Leah Hollins, Deputy Minister of Health, responding to R.B. Nicolson's letter dated September 26, 2000, be received as circulated and discussed; Further that the Executive Committee work with the Negotiating Committee appointed by the local physicians to continue the rapport required to develop a local solution. Carried.**

5.2 **Korbin Commission – Interim Report:** Consideration was given to the following documents circulated at or prior to the meeting:

5.2.1 Email memorandum dated November 2, 2000, from Peter Van Rheenen, Executive Director – Regional Operations, Ministry of Health, enclosing an electronic set of documents from the Korbin Commission including the "Interim Report of the Commission on the Contractual Relationships Between the Government and Doctors in the Province of BC";

5.2.2 "Request for Written Submissions" issued by the Korbin Commission with a deadline of December 1, 2000;

5.2.3 News Release dated November 2, 2000, entitled "Interim Report of inquiry into bargaining structure between doctors and the government" from Judi Korbin Inc., Arbitration and Mediation,

MORRISON-FOSTER **MOVED that Items E5.2.1, E5.2.2 and E5.2.3 described above be received as circulated and discussed. Carried.**

6. **On Site Child Care, Staff Working Committee Report:**

MORRISON-TRELENBERG **MOVED that the written report prepared by the Daycare Committee regarding their activities in November 2000, be received as circulated, presented and discussed. Carried.**

7. **Cariboo Capital Plan:** A. Boyd spoke to the issues and provided an overview of the following correspondence and documents as circulated at the meeting. A. Richmond also spoke to the issues from a Regional Hospital District perspective.

7.1 Letter dated October 24, 2000, from E. Nash, Chair – Cariboo/Chilcotin/Coast Regional Decision Making Body, to the Ministry of Health, providing details of the committee's decisions regarding the allocation of capital funds for the 2000/01 and 2001/02 fiscal years;

7.2 Letter dated October 3, 2000, from E. Nash, Chair – Cariboo/Chilcotin/Coast Regional Decision Making Body to the South Cariboo Community Health Council regarding the meeting of that committee held September 15, 2000, and requesting endorsement of the decision to request 100% capital funding from the Ministry of Health for the secondary psychiatric beds;

7.3 Draft Minutes of Regional Decision Making Body Meeting held September 16, 2000 attaching spreadsheets of capital allocations;

- 7.4 Revised spreadsheet entitled “Cariboo/Chilcotin/Coast Decision Making Committee – Capital Allocation 2000/2001 and 2001/2002” replacing an incorrect spreadsheet attached to the draft minutes under 7.3 above;
 - 7.4 Letter dated October 27, 2000, from C. Kempling, A/Chair – Quesnel and District Community Health Council to the Cariboo/Chilcotin/Coast Decision Making Committee endorsing the decision that the Ministry of Health should provide 100% of necessary capital funding for Secondary Psychiatric Services provisional to the inclusion of the mobile CT scanner for the region in the 2001/2002 plan;
 - 7.5 Letter dated October 20, 2000, from C. Kempling, A/Chair – Quesnel and District Community Health Council to the health authorities in the Cariboo region requesting confirmation of a commitment to including a mobile CT scanner for the region in the 2001/2002 plan;
 - 7.6 Letter dated November 2, 2000, from C. Wyse, Chair – Central Cariboo Chilcotin Health Council to C. Kempling, A/Chair – Quesnel and District Community Health Council regarding the CCCHC’s decision that adequate CT services be established for the region with the format and method of these services yet to be determined by the health authorities;
8. **Regional Mobile CT Scan and MRI:** W. Marshall and A. Boyd provided an overview of the request from the Quesnel and District Community Health Council to confirm a commitment for support for a Mobile CT scanner for the region. A. Boyd stated that the Cariboo CHSS requested additional supporting information regarding the need for a mobile CT scan. Dr. Nicolson also spoke to the issues arising from utilization of these technologies available for patient care.

MORRISON-MILLER **MOVED receipt of Items E7.1 through E7.6 described above, circulated and discussed; Further, that a letter be written to Quesnel & District Community Health Council, copies to other Cariboo health authorities, that there is insufficient information to make this decision on a regional basis, and request that Quesnel & District CHC conduct the necessary research to provide this information to facilitate the regional decision making process; Further, that a separate letter be written to Cariboo/Chilcotin/Coast Regional Decision Making Body to separate the issue of support for the secondary psychiatric services proposal from the issue of mobile CT scanner. Carried.**

RICHMOND-MILLER **MOVED that management staff investigate the facts regarding the existing mobile MRI unit with the intent to write to the other Cariboo health authorities to obtain consensus to advocate for “time sharing” in the use of this mobile MRI in an effort to provide direct services to residents in this health region.**

F. Financial:

1. **Expenditure Reports:**
 - 1.1 W. Marshall, Area Managers Meeting, Williams Lake - \$78.00;
 - 1.2 W. Marshall, Regional Decision Making Committee, Quesnel - \$156.00;
 - 1.3 W. Marshall, Area Managers Meeting, Williams Lake - \$78.00;
 - 1.4 W. Marshall, Luncheon Meeting with A. Ruault, 100 Mile House - \$41.35;
 - 1.5 W. Marshall, HABC/HEABC AGM Conference, Richmond - \$21.54;
 - 1.6 W. Marshall, HABC/HEABC AGM Conference, Richmond - \$519.77;

MILLER-TRELENBERG MOVED that Items F1.1 through F1.6 described above be received as circulated and endorsed for reimbursement. **Carried.**

2. Director of Finance – Nil.

3. Fundraising Report:

TRELENBERG-FOSTER MOVED that the Fundraising Report for the month of October 2000 be received as circulated and discussed. **Carried.**

4. Quotations on Equipment, Supplies and Services: N. Dickens spoke to the proposed policy.

MILLER-MORRISON MOVED the draft policy HGM III-40 entitled "Quotations On Equipment, Supplies and Services" be amended to add under Item 5 "acceptable time frame to deliver or complete contract"; Further, that HGM III-40 be approved as presented and amended. **Carried.**

5. Bank Signing Authorities: Consideration was given to the need to amend the authorized signatories on the Health Council's bank accounts, as circulated prior to the meeting.

RICHMOND-MORRISON MOVED that Health Councillors Lenore Kirk and Greg Sehn be removed as authorized signatories on the bank accounts for the South Cariboo Community Health Council. **Carried.**

FOSTER-MILLER MOVED that Health Councillors Gail Morrison, William Foster and Alberta Grahm be endorsed as authorized signatories on the bank accounts for the South Cariboo Community Health Council; Further, that endorsement of A. Grahm as an authorized signatory be subject to her intent to reapply for a further appointment as Health Councillor. **Carried.**

6. Telus Service Agreement: A. Richmond declared a conflict of interest and left the meeting room.

MORRISON-MILLER MOVED that the a quotation dated October 12, 2000, prepared by Telus Communications Systems for a multi-year maintenance agreement for the telecommunications equipment at South Cariboo Health Centre, be received as circulated prior to the meeting and presented in detail by N. Dickens; Further, that Option B for a total of \$43,638.53 for Enhanced SLP for a four-year contract be endorsed. **Carried.**

A. Richmond now returned to the meeting.

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 October 2 to November 9, 2000, Executive Summary, circulated prior to the meeting;

2. Received November 9 to 14, 2000, Executive Summary, circulated at meeting.

MILLER-TRELENBERG MOVED that the Executive Summaries of correspondence received October 2 to November 14, 2000, be received as circulated. **Carried.**

The Chair encouraged Health Councillors to read the Health Association of BC monthly publication "Dialogue" and to return their comments to the HABC staff.

H. New Business and Roundtable:

1. Invitation to Health Council Christmas Dance:

MORRISON-RICHMOND MOVED that the invitation to all Health Councillors to attend the South Cariboo CHC Christmas Dance on November 24, 2000, be received as circulated and discussed. **Carried.**

2. Health Councillor Nomination Process 2001:

MORRISON-TRELENBERG MOVED the letter dated October 30, 2000, from Laverne Bennett, Coordinator – Societies Section, Ministry of Health, regarding the health authority nomination process for 2001 with a deadline for February 5, 2001, be received as circulated; Further, that this process be commenced immediately by appointing the following Health Councillors to the Nominations Committee: A. Boyd, G. Morrison and A. Richmond. **Carried.**

3. Invitation to CLMA-Hosted Breakfast:

MORRISON-FOSTER MOVED that the invitation to attend the Cariboo Lumber Manufacturers Association breakfast on November 17, 2000, be received as circulated. **Carried.**

4. Cariboo Memorial Hospital Diversion:

TRELENBERG-MORRISON MOVED that the letter dated October 24, 2000, from C. Wyse, Chair – Central Cariboo Chilcotin Health Council expressing appreciation to 100 Mile D.G. Hospital for accepting patients during a recent hospital diversion from Cariboo Memorial Hospital be received as circulated; Further, that this letter be shared with physicians and nursing staff. **Carried.**

5. Release of Regional Health Plans to Auditor General: Consideration was given to the following correspondence circulated prior to the meeting:

5.1 Letter dated November 2, 2000, from A. Ruault, Executive Director – Cariboo CHSS, stating concerns regarding the release of the 2000/01 Health Services Plans to the Auditor General of BC prior to the formal acceptance of same by the Ministry of Health;

5.2 Undated letter received November 2, 2000, from Peter Van Rheenen, Executive Director – Regional Operations, Ministry of Health, regarding a request from the Office of the Auditor General of BC for copies of the 2000/01 Health Service Plans and stating that copies provided may not be the final or approved copy as the Ministry has not yet completed its review of the plans.

MILLER-FOSTER MOVED that Items H5.1 and H5.2 described above be received as circulated and discussed; Further, it be the position of this Health Council that the 2000/01 Health Service Plan should only be released after the Ministry of Health has completed its review and approval process for same. **Carried.**

6. Registered Nurses Association of BC:

MORRISON-TRELENBERG MOVED that the letter dated November 10, 2000, from M. L. Brunke, Executive Director – Registered Nurses Association of BC, regarding the development of a 10-point plan to help solve the BC nurse shortage and attaching a copy of same, be received as circulated.

7. Joint Management Board, Continuing Care Renewal:

MILLER-FOSTER MOVED that the email memorandum dated November 10, 2000, from C. Finnie, Director – Continuing Care Renewal Implementation, requesting nominations from health authorities for representatives on the Joint Management Board, Continuing Care Renewal, be received as circulated.

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:** Monday, December 18, 2000, in Mill Site Lodge Conference Room.

There being no further business, the meeting adjourned at 10:02 pm.

Chair

Secretary-Treasurer

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