

PUBLIC MEETING

Monday, October 2, 2000
Mill Site Lodge Conference Room

Present: William (Sandy) Foster
Audrey Leathem
Pam Miller
Gail Morrison
Bruce Nicolson
Elizabeth Pete
Al Richmond
Dennis Trelenberg

Absent: Alan Boyd
Alberta Grahn

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: Pam Easton, Registered Nurse
Terry Larum, Laboratory Technologist
Lana Belcourt, Executive Secretary
Sheryl Gagne, Medical Records Department

Audience: Rick Froese, Free Press

In the absence of A. Boyd, G. Morrison Vice-Chair, called the regular public meeting to order at 6:58 pm.

A. **Adoption of Minutes:**

~~FOSTER-LEATHEM~~ **MOVED that the minutes of the regular public meeting of the South Cariboo Community Health Council held September 11, 2000, be received and adopted as circulated prior to the meeting. Carried.**

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

1. **On-Site Child Care Facility:** L. Belcourt, spokesperson for the staff working committee, presented a report on the activities of the committee in its endeavour to investigate the setup and operation of an on-site child care facility. Brief discussion ensued regarding various options under consideration. It was determined that the working committee should continue to submit a written report to the Health Council on a monthly basis including background material as required.

~~RICHMOND-LEATHEM~~ **MOVED that management staff provide a cost analysis, including revenue generation, and the feasibility of co-existence of the programs with Canadian Mental Health Association in the building known as the "nurses residence".**

Carried.

The Chair thanked the delegation for their report and they 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 in detail by S. Gagne:
 - 1.1 **Quality Assurance Core Committee:** Prepared by S. Gagne, Quality Assurance Coordinator, regarding the Quality Assurance Core Committee's quality assurance activities for the period September 1999 to September 2000.
 - 1.2 **Medical Records,** Prepared by S. Gagne, Medical Records Director regarding the quality assurance activities of the Medical Records Department for the period ending October 2, 2000.

MILLER-RICHMOND **MOVED receipt of C1.1 and C1.2. Carried.**

The Chair thanked S. Gagne for her report and she now left the meeting.

2. **Medical Advisory Committee:**

FOSTER-RICHMOND **MOVED that the minutes of the Medical Advisory Committee meeting held September 20, 2000, be received as circulated; and further, that the recommendations therein regarding appointment to the Medical Staff of the 100 Mile District General Hospital of Drs. F. Mah and M. MacPherson be endorsed as applied for.** **Carri**

3. **Project Building Committee Report:** The minutes of the meeting held July 31, 2000, were not available.

4. **Seniors Advisory Committee Minutes – September 13, 2000:**

RICHMOND-FOSTER **MOVED that the minutes of the Seniors Advisory Committee meeting held September 13, 2000, be received as circulated, presented and discussed at the meeting.**

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

MILLER-LEATHEM **MOVED that the written report of the Director of Health Programs prepared by M. Mitchell, dated September 28, 2000, be received as circulated, presented and discussed.** **Carri**

6. **Home Support Services Report:** D. Gunn provided clarification on the status of the transit bus system.

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

7. **Chief Executive Officer Report:**

1. **Parking in No Parking Zone:** A notice has been published in the local newspaper to address the ongoing issue of illegally parked vehicles in the no parking zone in front of the Hospital entrance. The Bylaw enforcement officer will be requested to place warnings on illegally parked vehicles.
2. **Exterior Signage:** The issue of incorrect colours and directional arrows is under investigated by the architect.

LEATHEM-FOSTER **MOVED receipt of verbal report of the Chief Executive Officer. Carried.**

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

1. **Minutes:**

RICHMOND-TRELENBERG MOVED that the minutes of the meeting of the Board of Directors of the Cariboo Community Health Services Society held August 17, 2000, be received as circulated. **Carried.**

2. **Mental Health Plan – Secondary Psychiatric Services:**

2.1 **Status report:** W. Marshall advised that the final draft is being prepared and will be circulated to stakeholders prior to ratification.

2.2 **Ratification of Support for Option Six for Secondary Services:**

RICHMOND-MILLER MOVED that the letter dated July 23, 2000, from A. Boyd, Chair – Cariboo CHSS, regarding the development of the plan for mental health services in the Cariboo, be received as circulated and discussed; Further, that the Executive Committee resolution, to support in principle Option Six in regards to implementing secondary psychiatric services under the Cariboo health region Mental Health Plan, be endorsed. **Carried.**

3. **Closer to Home Programs:** Consideration was given to the following correspondence, circulated at the meeting:

3.1 Letter dated September 13, 1999, from Leah Hollins, Associate Deputy Minister – Regional Programs – Ministry of Health, advising on the details of the funding allocation to address workload issues effective October 1, 1999;

3.2 Letter dated September 17, 1999, to A. Ruault, Executive Director – Cariboo Community Health Services Society, requesting Cariboo CHSS to provide annualized funding to support the Closer to Home programs in this community together with followup letter dated July 19, 2000;

3.3 Letter dated September 8, 2000, from A. Ruault, Executive Director – Cariboo Community Health Services Society, advising that Cariboo CHSS is not the funding body for these services and is unable to consider the request to provide annualized funding.

W. Marshall clarified that the request for additional Closer to Home funding was denied by Cariboo CHSS.

MILLER-TRELENBERG MOVED that items D3.1, D3.2 and D3.3 described above be received as circulated.

Considerable discussion ensued in response to a query regarding resolution of the issue of an unacceptably long waitlist to receive nutritional/dietetic counseling under this Closer to Home program. W. Marshall stated that the community component of nutritional education is under-developed in this community. The dietitian is investigating ways to optimize the program given the funding and staff resources currently available. M. Mitchell also provided information regarding the “Heart Health” program which is a team effort of local health professionals.

4. **Regional Health Plan:**

RICHMOND-TRELENBERG MOVED that the letter dated September 12, 2000, from A. Boyd, Chair – Cariboo CHSS extending appreciation to staff and Health Councillors for their participation in the development of the Cariboo, Chilcotin, Coast Regional Health Plan be received as circulated.

Carried.

E. **Business Arising:**

1. **Health Employers Association of BC – Submission of Resolutions for AGM:** No resolutions were submitted.
2. **Health Association of BC – Submission of Resolutions for AGM:**

~~LEATHEM-FOSTER~~ **MOVED** that the resolutions submitted by the South Cariboo Community Health Council for consideration at the Health Association of BC Annual General Meeting 2000 be received as circulated. **Carried.**

3. **Ministry of Health Funding Announcements:** Consideration was given to the following as circulated prior to the meeting
 - 3.1 **Operating Budget 2000/01:** Ministry of Health News Release dated September 19, 2000 regarding the funding allocated to the South Cariboo Community Health Council for 2000/02.
 - 3.2 **Physician Recruitment and Retention:** Ministry of Health News Release dated September 21, 2000, regarding the funding allocated to the South Cariboo Community Health Council to recruit and retain doctors in the community.

~~RICHMOND-TRELENBERG~~ **MOVED** that items E3.1 and E3.2 described above be received as circulated and discussed. **Carried.**

4. **Relocation Expense Policy:**

~~RICHMOND-LEATHEM~~ **MOVED** that policy CEO I-46 entitled "Relocation Expense" be amended to reflect that eligible expenses are not to exceed the current Ministry of Health Guidelines for reimbursement of travel expenses; Further that the policy be endorsed as amended. **Carried.**

5. **Pharmacist Registration Requirements:**

~~FOSTER-RICHMOND~~ **MOVED** that the letter dated August 29, 2000, from the Linda Lytle, Registrar, College of Physicians and Surgeons, providing clarification of Pharmacist Registration Requirements be received as circulated. **Carried.**

F. **Financial:**

1. **Travel Expenditure Reports:** Nil
2. **Director of Finance:**

~~RICHMOND-TRELENBERG~~ **MOVED** the following resolution be brought forward from the in camera meeting:

MOVED that balanced budget of revenue and expenses for the fiscal year of 2000/01 in the total amount of \$12,832,264 be endorsed for the preparation of appropriate documents for submission to the Ministry of Health.

Carried.

3. **Fundraising Report:**

~~MILLER-RICHMOND~~ **MOVED** that the Fundraising Report for the month of September 2000 be received as circulated and discussed. **Carried.**

4. **Ten Year Capital Plan:** The Health Council's plan was submitted to the Regional Decision Making Committee in anticipation of funding participation by the regional hospital district.

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 September 11 to 28, 2000, Executive Summary, circulated prior to the meeting;
2. Received September 28 to October 2, 2000, Executive Summary, circulated at meeting.

MILLER-LEATHEN **MOVED that the Executive Summaries of correspondence received September 11 to October 2, 2000, be received as circulated. Carried.**

H. **New Business and Roundtable:**

1. **Health Councillor Resignation:** Consideration was given to the following as circulated prior to the meeting:
 - 1.1 Letter of resignation dated September 22, 2000, from Greg Sehn advising of his resignation from the Health Council.
 - 1.2 Letter of appreciation dated September 22, 2000, to Greg Sehn expressing appreciation of his volunteer service.

FOSTER-LEATHEN **MOVED that items H1.1 and H1.2 as described above be received as circulated.**

2. **Regional Cancer Advisory Committee:** Consideration was given to the following:
 - 2.1 **Agenda and Minutes:** BCCA – Cancer Centre for the Southern Interior – Regional Cancer Advisory Committee Agenda – September 22, 2000 together with the minutes of the previous meeting held June 16, 2000;
 - 2.2 **Report:** A. Leathem provided a report on her attendance at the meeting in Kelowna. Considerable time was devoted to the issue of developing a “collaborative process to consider cancer care in Williams Lake/Quesnel”. Discussion ensued regarding a proposal to set up a program/process for augmenting the cost involved for cancer patients to travel provincially by air to receive treatment at provincial cancer centers.

LEATHEN-RICHMOND **MOVED that a letter be written to all health authorities in the Cariboo health region to state that the Regional Cancer Advisory Committee is concerned that the lack of representation from health authorities in the Cariboo health region is jeopardizing the development of collaborative programs/services for regional cancer treatment.**

Carried.

3. **South Cariboo Safer Communities:**

RICHMOND-MILLER **MOVED that the written information regarding the South Cariboo Safer Communities Society proposal to develop a program entitled “Youth Reconnecting Youth” to reach out to marginalized and street involved youth in the community be received as circulated at the meeting and discussed; Further, that a letter providing support, in principle be written to the South Cariboo Safer Communities Society. Carried.**

G. Morrison also provided information regarding a presentation being offered in the community October 16, 2000, entitled "Giving Kids What They Need to Succeed".

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, November 6, 2000, in Mill Site Lodge Conference Room.

There being no further business, the meeting adjourned at 8:15 pm.

Chair

Secretary-Treasurer

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