

PROVINCIAL HEALTH SERVICES AUTHORITY

AND

BC Cancer Agency Branch
BC Centre for Disease Control and Prevention Society Branch
BC Mental Health Society Branch
BC Transplant Society Branch
Children's & Women's Health Centre of British Columbia Branch

MINUTES OF A PUBLIC MEETING (“MEETING”) OF THE BOARD OF DIRECTORS (THE “BOARD”) HELD ON THURSDAY, June 29, 2017 AT PHSA CORPORATE OFFICE 1380 BURRARD STREET VANCOUVER, BC AT 10:40 A.M.

In Attendance:

Directors:	Tim Manning, Chair	Lorianna Bennett	Dr. Don Brooks
	Ida Chong	Suki Gill	Robert Kiesman
	George Peary	Pauline Rafferty	Al Ritchie
	Sharon Stromdahl	David Turchen	

Regrets: Chief Clarence Louie

Invited Guests: Angela Wright, Patient Representative
Dr. Devon Harris, Emergency Physician, Chief of Staff at Kelowna General Hospital and, Medical Advisor, Stroke Services B.C.
Pam Ramsey, Provincial Director, Cardiac Services BC

Management:	Carl Roy	Tom Chan	Dave Cunningham
	Cheryl Davies	Colleen Hart	Oliver Gruter-Andrew
	Linda Lemke	Linda Lupini	Sandra MacKay
	Dr. Malcolm Moore	Lynn Pelletier	
	Cathy Prentice, Recorder		

CALL TO ORDER

Mr. Tim Manning, Board Chair, called the meeting to order at 10:55 a.m. It was established that a quorum of the Board was present. Ms. Cathy Prentice was appointed recording secretary of the Meeting.

The Chair welcomed Director Suki Gill, who was appointed March 31, 2017, to her first PHSO Open Board meeting.

AGENDA

Upon Motion, duly seconded, the Meeting agenda was approved as circulated.

1.0 APPROVAL OF THE MINUTES

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the minutes of the open Board meeting held February 23, 2017 be approved.

2.0 PUBLIC PRESENTATION

There was one request from the public to present to the Board.

2.1 BC Government and Service Employees' Union

Ms. Stephanie Smith, President, BC Government and Service Employees' Union (BCGEU), was welcomed to the Meeting to present on BCGEU concerns around Occupational Health

and Safety (OHS) issues at the Forensic Psychiatric Hospital (FPH). Ms. Smith outlined recommendations and requests for enhancing safety at the facility.

The Chair thanked Ms. Smith and expressed gratitude to Forensic Psychiatric Hospital staff for their extraordinary work with a severe and challenging patient population. Staff safety is of paramount importance and PHSA is committed to continuing to work with BCGEU through the Joint Occupational Health and Safety Committee of FPH to improve safety at the hospital.

2.2 Question from the Public

Responding to a written question submitted by the public on the number of PHSA Board Members and background on how the Board addresses issues, the Chair advised the Board regularly takes tours of PHSA facilities and has a robust patient experience and agency presentation schedule.

3.0 **PHSA PRESENTATIONS**

3.1 Observations on the Patient Experience – A Patient’s Story: Stroke Patient

Angela Wright

Ms. Colleen Hart, Vice President, Provincial Population Health and Chronic & Specialized Populations, introduced Ms. Angela Wright, Patient Advocate with Stroke Services BC, who provided background on her recovery journey after suffering a haemorrhagic stroke at 38 years old.

Ms. Wright informed of her recovery and how Stroke Services BC assisted her.

Ms. Wright was thanked by the Board for sharing her deeply moving story at the Meeting.

3.2 Time is Brain – the Stroke Chain of Survival

Dr. Devon Harris, Emergency Physician, Chief of Staff at Kelowna General Hospital and, Medical Advisor, Stroke Services B.C., was welcomed to the Meeting to address the Stroke Chain of Survival.

Dr. Harris provided a PowerPoint presentation on Time is Brain – the Stroke Chain of Survival. The presentation had been included in Meeting materials and was made available to guests attending the Meeting.

An estimated 62,000 strokes occur in Canada each year and more than 400,000 Canadians are living with the effects of stroke. In the next 20 years, the number of Canadians living with stroke will almost double. Dr. Harris advised that new, paradigm-shifting stroke therapies have the potential to substantially reduce death and disability from stroke within BC. Stroke Services BC is working with provincial partners on service improvements to critical elements in the acute management of stroke. More patients are being treated faster for their stroke with increased positive outcomes.

Responding to queries, Dr. Harris advised the following:

- Probability of stroke survival and quick diagnosis can be improved in rural areas. Access and transfer need to transpire on an urgent basis. Data is under review on rural residents accessing ambulance services.
- Continuing care following stroke was queried and Ms. Pam Ramsey, Provincial Director, Cardiac Services BC, advised Stroke Services BC is working closely with partners across the province to make service improvements to critical elements in the acute management of stroke. A planning group was formed with representatives from each of the Health Authorities and the initiative was rolled out over 12 months.
- Provincial initiatives and methods to reduce timing from stroke onset to treatment were noted to be detection, public awareness and immediately calling 911.

Dr. Harris was thanked for his very informative report.

4.0 **BOARD COMMITTEE REPORTS:**

4.1 Quality and Access Committee

Mr. Allan Ritchie, Chair, Quality and Access Committee, provided two items for information and three for approval:

For information:

- Hand Hygiene audit compliance continues to be above 90%. The new slogan for hand hygiene is “Thumbs Up for Clean Hands”. Work is also underway on interventions to improve patient, family and visitor hand hygiene at PHSA sites.
- Mr. Ritchie advised all PHSA Quality Improvement Projects are moving forward and the Quality & Access Committee continues to monitor progress.

For approval:

Appointment of Medical Advisory Committee Chair, Children’s and Women’s Health Centre of BC

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the appointment of Dr. Eric Webber to Chair, Medical Advisory Committee, Children’s and Women’s Health Centre of BC be approved.

Trans Care BC Quality Improvement Committee

Trans Care BC has formed a Quality Improvement Committee to monitor and evaluate system-level performance of Trans Care BC programs and to identify recommendations to improve the quality of care transgender patients receive. The quality assurance activities of the Trans Care BC Quality Improvement Committee are protected under s.51 of the Evidence Act to permit health professionals to fully participate in the program without fear that any data collected or analyses performed would be admissible against them in legal proceedings or obtainable pursuant to an FOI request.

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the following resolution be approved in accordance with s.51 (b.1) of the Evidence Act:

- *the approval of the Trans Care BC Quality Improvement Committee as a committee that is established or approved by the boards of management of two or more hospitals, that includes health care professionals employed by or practicing in any of those hospitals and that, for the purposes of improving medical or hospital practice or care in those hospitals, or during transportation to or from those hospitals, carries out or is charged with the function of studying, investigating, or evaluating the medical or hospital practice of, or care provided by, health care professionals in those hospitals or during transportation to or from those hospitals, in relation to a matter of common interest among those hospitals;*
- *PHSA agrees to participate in and adopt the Trans Care BC Quality Improvement Committee as a joint quality assurance activity with other health authorities with its reports being directed to either the Health Authority Medical Advisory Committee or Quality Committee of the Health Authority Board;*
- *the Trans Care BC Quality Improvement Committee or its health authority member responsible for Quality will report anonymized data relevant to the quality issues identified by the Trans Care BC Quality Improvement Committee through the appropriate Quality Committee within the health authority.*

BC Transplant Quality Improvement and Patient Safety Committee

The BC Transplant Quality Improvement and Patient Safety Committee was formed to monitor and evaluate specific information capturing system-level performance of BC Transplant Organ Donation and Transplant programs and to advance recommendations to the BC Transplant Medical and Administrative Executive Committee to improve performance objectives and desired outcomes. The quality assurance activities of the BC Transplant Quality Improvement and Patient Safety Committee are protected under s.51 of the Evidence Act to permit health

professionals to fully participate in the program without fear that any data collected or analyses performed would be admissible against them in legal proceedings or producible pursuant to an FOI request.

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the following resolution be approved in accordance with s.51(b.1) of the Evidence Act:

- *the approval of the BC Transplant Quality Improvement and Patient Safety Committee as a committee that is established or approved by the boards of management of two or more hospitals, that includes health care professionals employed by or practicing in any of those hospitals and that, for the purposes of improving medical or hospital practice or care in those hospitals, or during transportation to or from those hospitals, carries out or is charged with the function of studying, investigating, or evaluating the medical or hospital practice of, or care provided by, health care professionals in those hospitals or during transportation to or from those hospitals, in relation to a matter of common interest among those hospitals;*
- *PHSA agrees to participate in and adopt the BC Transplant Quality Improvement and Patient Safety Committee as a joint quality assurance activity with other health authorities with its reports being directed to either the Health Authority Medical Advisory Committee or Quality Committee of the Health Authority Board;*
- *the BC Transplant Quality Improvement and Patient Safety Committee or its health authority member responsible for Quality will report anonymized data relevant to the quality issues identified by the BC Transplant Quality Improvement and Patient Safety Committee through the appropriate Quality Committee within the health authority.*

4.2 Governance and Human Resources

Ms. Pauline Rafferty, Chair, Governance & Human Resources Committee, advised of four matters being brought forward for Board approval.

Diversity and Inclusion Position Statement & Equity and Cultural Safety Position Statement
Management provided two newly created Position Statements with respect to Diversity and Inclusion & Equity and Cultural Safety. These are the first Position Statements of any kind to be developed at PHSA, and the first explicit organizational statements of PHSA's beliefs and commitment to diversity and inclusion and to equity and cultural safety. Discussions took place with respect to the timing and rollout of these Position Statements and how they will tie into PHSA's operational activities.

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the Diversity and Inclusion Position Statement and the Equity and Cultural Safety Position statement be approved.

Summary of Health Human Resource (HHR) Workforce Planning Submission to the Ministry of Health

The Ministry of Health (MOH) requested that PHSA identify its priority professions based on the Health Employer's Association of BC (HEABC) and the Medical Services Plan (MSP) data provided by the Ministry. The MOH plans to use this information to identify a provincial list of priority professions in order to develop strategies and actions to help alleviate the recruiting challenges in respect of these professions. PHSA Corporate Human Resource and Senior Operational and Medical Leaders have validated the list of priority professions and will be submitting the findings to the MOH on June 30th. The Committee discussed how this information will be used by both the Ministry and PHSA to mitigate recruitment issues across the province in the coming years.

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the Health Human Resource Plan be approved for submission to the

Ministry of Health (Templates A and B).

Salary Adjustment for Unfrozen Non-Contract Staff

A performance-based salary range progression for eligible non-contract staff has been approved by the Senior Executive Team as per Public Sector Employers' Council guidelines for jobs at salary ranges 1-7 for the 2016/2017 year. The anticipated start date for eligible staff will be July 7, 2017. Increases will range from 1%-3%.

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the salary adjustments for eligible PHSA non-contract staff be approved.

Annual Review of Board Terms of Reference

The Committee conducted its annual review of the following six Board Terms of Reference:

- Board Chair
- President & CEO
- Board of Directors
- Officers of the Board
- Director
- Governance & HR Committee

The majority of changes were minor and considered housekeeping in nature with no changes recommended by the Committee members.

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the revised policies as presented in the Board Materials be approved.

4.3 Finance Committee

Mr. David Turchen, Chair, Finance Committee advised of four items for information and one for approval.

For information:

- Management provided an update on the status of the Centre for Mental Health & Addictions Project noting the construction contract has been awarded.
- Management provided an update on the PET/CT Scan projects in Victoria and Kelowna. These projects were noted to be progressing well and the BC Cancer Foundation was thanked for its fundraising efforts.
- Management performed an annual review of the active bank accounts and bank signing authorities and confirmed compliance with the PHSA banking policy.
- Management presented the Three Year Capital Plan and explained the process followed by departments to request capital, report capital needs to the Ministry of Health, and the selection process to develop the Three Year Capital plan.

For approval:

The City of Vancouver's new bike design for the Health Precinct on the 10th Ave corridor between Oak Street and Cambie Street requires a Statutory Right of Way (SRW) on PHSA/BCCA property. Under the SRW, the City of Vancouver is responsible to deliver, maintain and have liability for the SRW until it is no longer required, or PHSA/BCCA undertakes redevelopment on the property.

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the entering into of a Statutory Right of Way with the City of Vancouver on PHSA/BCCA property between Heather Street and Ash Street to accommodate sidewalks on the north side of 10th Avenue be approved and the PHSA President & CEO be

authorized to execute the Statutory Right of Way on behalf of PHSA and/or the BCCA.

4.4 Audit Committee

Mr. Robert Kiesman, Chair, Audit Committee, advised of one item for approval.

PHSA issued a Request for Proposal (“RFP”) on BC Bid in January 2017 through its agent, BC Clinical and Support Services Society (“BCCSS”), for a five year contract for audit services. Price Waterhouse Cooper (PwC) was selected to move forward to the negotiation stage of the procurement process. Management intends to award the contract to PwC subject to Board approval and PwC acceptance of the contracted terms and conditions. As contract negotiation is currently in progress, Management is requesting that the Board of Directors delegate responsibility to Carl Roy, President & Chief Executive Officer, for approving the appointment of external auditors. This will allow Management to stay on track with the audit planning timetable for the 2017/18 fiscal year.

Upon Motion, duly seconded, the following resolution was passed:

BE IT RESOLVED THAT the PHSA President and Chief Executive Office be delegated responsibility to approve the appointment of the external auditors of PHSA subject to the contract fee not exceeding the amount stated in Price Waterhouse Cooper’s response to the Request for Proposal and Price Waterhouse Cooper’s acceptance of the contract terms and conditions.

4.5 Research Committee

Mr. George Peary, Chair, Research Committee, advised of two items for information.

Update on Research at BC Centre for Disease Control:

The Research Committee received an update on research activities at the BC Centre for Disease Control from its Executive Medical Director, Dr. Mark Tyndall.

Dr. Tyndall highlighted how research is being applied to support population and public health in BC. Some examples included:

- Genomic Sequencing to better understand infectious disease;
- Efforts to eradicate tuberculosis in BC;
- Human Papillomavirus (HPV) screening in at-risk populations;
- Global leaders in evaluating influenza vaccine effectiveness.

Northern Mini Med School:

The BC Children’s Hospital Research Institute, in partnership with the First Nations Health Authority, presented the first ever Mini Med School in Northern BC. The Children’s Hospital Research Institute has run these very popular Mini Med Schools for high school students in Vancouver for many years. Over 80 high school students and community participants in and around Terrace had the opportunity to learn more about health science careers from world-class researchers and clinicians, and plans are underway to hold a Mini Med School in Fort St. John next spring. This is one of the collaborative initiatives resulting from a Memorandum of Understanding established between PHSA, the Northern Health Authority and the University of Northern BC in 2013.

5.0 **NEW BUSINESS**

No new business was identified.

6.0 **CORRESPONDENCE**

Correspondence was referenced for information.

7.0 **NEXT MEETING – October 26, 2017 in Vancouver.**

8.0 **TERMINATION – The meeting terminated at 12:05 p.m.**