

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”) OF PROVINCIAL HEALTH SERVICES AUTHORITY (‘PHSA’) HELD ON THURSDAY, OCTOBER 26, 2017 AT PHSA CORPORATE OFFICE VANCOUVER, BC AT 9:55 A.M.

In Attendance:

Directors:	Tim Manning, Chair	Lorianna Bennett	Dr. Don Brooks
	Suki Gill	Robert Kiesman	Chief Clarence Louie
	Sherry Ogasawara	Gary Pooni	Pauline Rafferty
	Al Ritchie	Sharon Stromdahl	David Turchen

Invited Guests: Lisa Schafer and daughter Faith, Patient Experience Representatives

Management:	Carl Roy	Tom Chan	Colleen Hart
	John Johnston	Linda Lupini	Sandra MacKay
	Theresa McCurry	Lynn Pelletier	Ron Quirk
	Susan Wannamaker	Cathy Prentice, Recorder	

CALL TO ORDER

Mr. Tim Manning, Board Chair, called the “Meeting” to order at 9:55 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 new Directors Sherry Ogasawara and Gary Pooni who were appointed to the PHSA Board of Directors by the Minister of Health on September 22, 2017.

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 June 29, 2017 be approved.

2.0 PUBLIC PRESENTATION

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

Westside Seniors – Reflective Safety Gear for Seniors

Ms. Colleen Hart, Vice President, Provincial Population Health and Chronic & Specialized Populations, introduced Ms. Lynn Shepherd and Ms. Sabina Harpe, Co-Chairs, Access and Mobility Committee, Westside Senior's Hub, to present on increased pedestrian visibility during low-light conditions as a public health issue and underemphasized aspect of road user safety education.

Ms. Shepherd described how a Vancouver Coastal Health Action Mini-grant in 2016 made it possible for the Westside Seniors Hub to initiate a pilot project that distributed free light-emitting and reflective gear to senior pedestrians and gathered comments on its usefulness. The project involved 132 participants who easily understood pedestrian visibility as an issue and demonstrated a willingness to regularly wear their gear and engage in conversations regarding visibility.

Ms. Harpe summarized the content of the PowerPoint presentation and the presentation summary contained in the Meeting materials.

Responding to a query regarding neighbourhood organizations and leaders, Ms. Harpe advised that the Westside Senior's Hub lacks the reach of Health Authorities and would appreciate the support of the Authorities in extending the initiative to staff, agencies and clinics.

The Chair thanked and congratulated Ms. Shepherd and Ms. Harpe and the Westside Senior's Hub on their efforts.

3.0 PHS A PRESENTATIONS

3.1 Observations on the Patient Experience – A Patient's Story

Ms. Susan Wannamaker, President Children's & Women's Health Centre and Vice President PHS A, introduced Ms. Lisa Schafer, who provided background on her 18 month-old daughter Faith's ongoing recovery journey from Kawasaki Disease which is a rare, acute illness that causes inflammation in the walls of blood vessels throughout the body, including the coronary arteries that supply blood to the heart.

Ms. Schafer and Faith were thanked by the Board for sharing their family's moving story at the Meeting.

3.2 Correctional Health Services Transfer

Ms. Lynn Pelletier, Vice President, BC Mental Health & Substance Use Services, advised that as of October 1, 2017, BC Mental Health and Substance Use Services (BCMHSUS) has officially taken over the operational responsibility for correctional health services on behalf of the Provincial Health Services Authority.

Prior to October 1, 2017, BC Corrections delivered health services through several different private health care contractors. The most recent contractor was Chiron Health Services. In 2014, the Ministry of Public Safety and Solicitor General (MPSSG) initiated discussions with the Ministry of Health (MOH) to transfer corrections health services to the public health care system. A business plan and service delivery model were developed by PHS A and submitted to the MOH in May 2016. This resulted in a joint MOH/MPSSG Treasury Board submission for additional funding which was approved in January 2017. The PHS A Board formally approved the assumption of correctional health services by PHS A on February 23, 2017 to provide health care, mental health and substance use services for all inmates in provincial correctional facilities effective October 1, 2017. The transition has now taken place and correctional health services are directly managed and delivered by PHS A staff and physicians.

Ms. Pelletier introduced Andrew MacFarlane, Provincial Executive Director, Correctional Health Services, Kim Korf-Uzan, Project Director, Correctional Health Services (temporary until December 31, 2017) and Dr Nader Sharifi, Program Medical Director, Correctional Health Services, who assisted in the transition project.

Ms. Pelletier summarized the content of the PowerPoint presentation contained in the Meeting materials.

Responding to a query regarding a First Nations recruitment for Corrections, Mr. John Johnston, Interim Vice President, Human Resources for PHS A, was identified as the liaison for First Nations recruitment for Corrections Services healthcare delivery.

Ms. Pelletier was thanked for her very informative report and congratulated on the smooth transfer of a massive program in the very limited timeframe of seven months.

4.0 BOARD COMMITTEE REPORTS:

4.1 Quality and Access Committee

Mr. Allan Ritchie, Chair, Quality & Access Committee, advised of two items for information and

two for approval.

For information:

- The Quality and Access Committee received an update on the Pediatric Cleft Palate and Craniofacial Clinic. In October 2016 issues with access to care at the Clinic were identified. Management provided a briefing at the Quality & Access Committee Meeting advising that most cases and the backlog have been addressed and systems have been put in place to mitigate the risk of lengthy waitlists. Staff resources are being addressed and other Health Authorities are assisting in closing this gap.
- BCEHS participated in the 2017 Patient Safety Culture Survey which is a key component for establishing a healthcare environment focused on safety and is also an Accreditation Canada requirement. Based on the survey results, Management is reviewing the results and overseeing implementation of identified opportunities for improvement.

For approval:

Annual Review of Quality & Access Committee Terms of Reference

Mr. Ritchie advised on an annual basis, the PHSA Quality & Access Committee Terms of Reference are reviewed and brought forward to the Board of Directors for approval. A minor amendment to update the Terms with current dates was noted.

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

BE IT RESOLVED THAT the Quality & Access Terms of Reference as presented be approved.

PHSA Patient Safety Policies and Procedures

Mr. Ritchie advised the Patient Safety policies are reviewed and submitted annually to the Quality & Access Committee for approval. Since the last submission in June 2016, revisions were made to align with the new Policy Office and updated policy and procedure templates. For three of the four policies, the procedural elements were removed and three new procedures created.

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

BE IT RESOLVED THAT the Patient Safety Policies and Procedures as outlined be approved:

AS 100 – Commitment to a Culture of Safety POLICY;
AS 130 – Stop the Line: Authority to Intervene to Ensure Patient Safety POLICY;
AS 130 – Stop the Line: Authority to Intervene to Ensure Patient Safety PROCEDURE;
AS 140 – Disclosure of Patient Safety Events POLICY;
AS 140 – Disclosure of Patient Safety Events PROCEDURE;
AS 150 – Critical and Non Critical Patient Safety Event Management and Review POLICY;
AS 150 – Critical and Non Critical Patient Safety Event Management and Review PROCEDURE.

4.2 Governance and Human Resources

Ms. Pauline Rafferty, Chair, Governance & Human Resources Committee, advised of five items for Board approval and the removal of two current policy documents.

Annual Review of Policies

The Governance & Human Resources (G&HR) Committee carried out its annual review of Policies. The following policies were reviewed:

- Long-term Board Renewal Plan;
- Board Policy Framework;
- Recruitment Selection & Appointment of the CEO Policy;
- Board Retention Policy;
- Orientation and Education for New Directors;
- Board, Board Committee and Director and Chair Evaluation Policy;

- Influenza Prevention Policy.

The Committee decided to defer the review of the Long-term Board Renewal Plan Policy until the December 6, 2017 meeting.

On advice from the Corporate Secretary and with regard to best governance practices, and after discussion, the Committee recommended that the Board Policy Framework (Tab 3.1.2) and the Recruitment, Selection & Appointment of the CEO Policy (Tab 3.1.6) be removed as Board policies as the content does not warrant continued application as policies of the Board. These will be retained as reference documents.

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

BE IT RESOLVED THAT the Board Policy Framework and the Recruitment Selection & Appointment of CEO Policy be discontinued as policy documents.

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

BE IT RESOLVED THAT the Board Record Retention Policy, in the form presented to the Meeting, be approved.

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

BE IT RESOLVED THAT the Orientation and Education for New Directors Policy, in the form presented to the Meeting, with minor amendments as noted, be approved.

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

BE IT RESOLVED THAT the Board, Board Committee, Director and Chair Evaluation Policy in the form presented to the Meeting, be approved.

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

BE IT RESOLVED THAT the Influenza Prevention Policy, in the form presented to the Meeting, with minor amendments as noted, be approved.

4.3 Finance Committee

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

For information:

- The C&W Redevelopment Project Phase Two (the Teck Acute Care Centre) construction is complete with the exception of items to be completed post service commencement. Service Commencement was achieved on schedule and staff are trained and ready to move into the new facility. Phase Three Design Development is complete and construction drawings are underway.
- Management provided an update on the Positron Emission Tomography/ Computed Tomography (PET/CT) Scan projects in Victoria and Kelowna and indicated that the Vancouver Centre will be replacing an existing PET/CT unit with a 4-ring Magnetic Imaging PET/CT (total project cost of \$1.963k). Additionally, General Electric has offered to include upgrades to the two existing CT-Simulators units at no cost. BC Cancer Foundation will fund 50% of the Vancouver Centre PET/CT project costs. The Vancouver Centre unit will be replaced in the fall 2018, once the new unit planned for the Victoria Centre is installed and operationalized. The Kelowna unit is scheduled for installation in 2019.

For Approval:

Management is proposing to develop the vacant property located at 675 West 10th Avenue, Vancouver into a public surface parking lot until such time as longer term development opportunities have been determined.

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

BE IT RESOLVED THAT, development of a surface parking lot on the PHSA owned vacant lot at 675 West 10th Avenue, Vancouver, BC be approved.

4.4 Audit Committee

Mr. Robert Kiesman, Chair, Audit Committee, advised of three items for information and one item for approval.

For Information:

- PriceWaterhouseCoopers presented the 2017/18 External Audit Plan and Engagement Letters for PHSA, and provided details on the audit strategy and approach for the upcoming year.
- Internal Audit performed an annual review of the Internal Audit Charter and is satisfied that no changes are required at this time.
- The Finance department performed a review of the stability of PHSA's key suppliers and key sources of non-government funding to ensure there are no material risks to operations. Based on the research performed, there is only one potential issue with the OMNI Anesthesia Physician group whose service contract at BC Women's Hospital expired on December 31, 2014. The contract is under active discussion with the Health Employer's Association of BC (HEABC), the Ministry of Health and the physician group with the aim of achieving a new contract. Meanwhile, the group continues to provide services and they continue to be paid based on their expired contract.

For Approval:

The Chairs of the Audit and Finance Committees reviewed the draft Statement of Financial Information ("SOFI") report prepared by Management. The Chairs and Management recommended that the Chairs of the Audit and Finance Committee continue to be delegated on-going authority to approve the report on behalf of the Board.

Upon Motion, duly seconded with Mr. Kiesman and Mr. Turchen abstaining, the following resolution was passed:

BE IT RESOLVED THAT the Chairs of the Audit and Finance Committees be delegated ongoing authority to approve and execute on behalf of PHSA the Statement of Financial Information.

4.5 Research Committee

Ms. Lorianna Bennett, Chair, Research Committee advised of two items for information.

PHSA Annual Research and Practice Education Metrics Reports

The Committee reviewed PHSA's annual Research and Practice Education Reports for the fiscal year 2016/17 in detail. Highlights are as follows:

- In the past fiscal year, 810 researchers across PHSA were awarded a total of \$131.5 million in research funding.
- PHSA's competitive success rate continues, in general, to surpass the national average.

The research report also provided compelling examples of how PHSA-conducted research is being translated and adopted by the health care system. For example:

- BCCDC researchers conducted epidemiological research which led to the formulation of the Zika virus diagnosis, surveillance and follow-up guidelines, allowing BC to respond to this new epidemic in a swift fashion.
- BC Cancer Agency researchers, together with colleagues across Canada, launched the Terry Fox Precision Oncology for Young People program, which establishes a national

platform to genomically profile the tumours of young Canadian cancer patients. The information gathered will be used to identify and create therapies designed to target each child's specific cancer tumour profile.

- BC Children's Hospital investigators created a new online emergency psychosocial assessment and management tool for children and youth in mental health crisis, called HEARTSMAP. The tool helps clinicians collect key information from the patient and then uses that data to identify areas of need and treatment recommendations. Last year, HEARTSMAP was implemented at nine sites in the Metro Vancouver area and Northern BC.
- Student training for nursing and allied health students for the past fiscal year were reviewed by the Committee.
- PHSA currently has education affiliation agreements with 73 educational institutions, with UBC, the Justice Institute, BCIT, Langara and Thompson Rivers University being our strongest academic partners in terms of placement hours.

Other report highlights can be found on the PHSA website.

5.0 NEW BUSINESS

The Chair noted that the Corrections transfer and the opening of the Teck Acute Care Centre highlight two of PHSA's major achievements. The Board expressed sincere thanks to the staff for their efforts and dedication on these significant accomplishments.

6.0 CORRESPONDENCE

Correspondence was referenced for information.

7.0 NEXT MEETING – December 7, 2017 in Vancouver.

8.0 TERMINATION – The meeting terminated at 11:10 a.m.