

WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT

Castlegar, B.C.
March 26, 2014

The **second** regular meeting of the Board of the West Kootenay-Boundary Regional Hospital District for the year 2014 was held on Wednesday, March 26, 2014 at 6:00 p.m. in the Monashee Room, Castlegar and District Community Complex, Castlegar, BC.

PRESENT:

	Chair M. Rotvold	Midway
(RDCK)	Director D. McIntosh	Castlegar
	Director G. Lay	Kaslo
	Director K. Hamling	Nakusp
	Director J. Dooley	Nelson
	Director H. von Krogh	New Denver
	Director J. Haughton	Salmo
	Director K. Provan	Silverton
	Director H. Elliott	Slocan
	Director G. Jackman	Area A
	Alt. Director A. Watson	Area D
	Alt. Director P. McGauley	Area E
	Director R. Mickel	Area F
	Director H. Cunningham	Area G
	Director W. Popoff	Area H-The Slocan Valley
	Director A. Davidoff	Area I (<i>arrived at 6:25 p.m.</i>)
	Director G. Zaitsoff	Area J
	Director P. Peterson	Area K-The Arrow Lakes
(RDKB)	Director T. Webber	Fruitvale
	Alt. Director D. Ashton	Greenwood
	Director J. Danchuk	Montrose
	Director K. Wallace	Rossland
	Director R. Cacchioni	Trail
	Director B. Crockett	Warfield
	Director A. Grieve	Area A
	Director L. Worley	Area B
	Director B. Baird	Area E

ABSENT:

Director G. McGregor	Area C
Alt. Director R. Russell	Area D
Director B. Taylor	Grand Forks

Administration:

Stuart Horn	Treasurer
Anitra Winje	Deputy-Secretary

Interior Health Delegates:

Mr. Todd Mastel, Manager, Business Support—Acute/Tertiary Services
 Ms. Ingrid Hampf, Acute Care Director—Kootenay Boundary
 Ms. Jane Cusden, Acute Health Services Director—KBRH
 Ms. Cindy Crane, Acute Health Services Administrator, KLH & KBRH
 Mr. Jonathan Jinjoe, Manager, Plant Services—KBRH
 Mr. Karl Hardt, Communications

CALL TO ORDER

At 6:00 p.m., Chair Rotvold called the meeting to order.

ADOPTION OF THE AGENDA AND MINUTES

MOVED by Director Baird and seconded,
MOTION ONLY:

The agenda for the March 26, 2014 meeting be adopted as circulated.

DISCUSSION The following Directors asked that items be added or removed from the agenda:

Dir. Hamling:	Update on Arrow Lakes Hospital emergency department
Dir. Mickel:	Meeting location
Dir. Zaitsoff:	Facility Condition Index
Dir. McGauley:	Pull agenda item 5.4 and refer to June agenda

MOVED by Director Cacchioni and seconded,
And Resolved:

13/14 The agenda for the March 26, 2014 meeting be adopted as amended.

MOVED by Director Provan and seconded,
And Resolved:

14/14 The minutes of the January 22, 2014 meeting be adopted as circulated.

MOVED by Director Popoff and seconded,
And Resolved:

15/14 The minutes of the March 13, 2014 Executive Committee meeting be adopted as circulated.

MOVED by Director Rotvold and seconded,
And Resolved:

16/14 That the Board request Todd Mastel and Ingrid Hampf of Interior Health make a presentation at the March 26, 2014 Board meeting on issues and needs at Kootenay-Boundary Regional Hospital.

DELEGATION

Todd Mastel introduced his Interior Health colleagues.

He passed on regrets from Donna Lommer, Chief Financial Officer, and Norma Malanowich Chief Project Officer & Corporate Director, Capital Planning & P3 Projects, who were not able to attend the meeting.

He advised the Board that Interior Health is not in a position to undergo strategic capital planning for at least two to three years.

However, he reported that Interior Health is looking at the current pressures and challenges facing Kootenay Boundary Regional Hospital in Trail. The facility has flow and space issues in ambulatory care, the pharmacy and the emergency department. Interior Health has contracted professionals to assess these areas and IH will report the findings to the hospital Board at its June meeting.

Mr. Mastel then provided an update on the planning process for the Arrow Lakes Hospital in Nakusp. He said that while the facility remains on Interior Health's priority list, projects won't be considered until 2015/2016. The hospital auxiliary foundation has expressed an interest in participating in funding partnerships with the health authority for two potential projects: emergency department upgrades and space for visiting specialists.

MOVED by Director Hamling and seconded,
And Resolved:

17/14 That the Board send a letter to Cheryl Whittleton of Interior Health expressing the West Kootenay-Boundary Regional Hospital District's desire that the Arrow Lakes Hospital emergency department upgrade be considered a planning priority.

MOVED by Director Dooley and seconded,
And Resolved:

18/14 That the Global Grant Items Summary document from Interior Health be received.

Mr. Mastel then explained the Global Grant Items Summary document. He expressed appreciation for Acting Chair Popoff's participation in the planning meeting.

MOVED by Director Zaitsoff and seconded,
And DEFEATED:

The Board requests that Interior Health investigate the possibility of offering 24/7 emergency services at the Castlegar Health Centre.

Discussion arose around how the various emergency rooms in the hospital district are used. Interior Health will distribute a document showing statistics on emergency room usage.

FINANCE

A. AUDIT

Treasurer Horn gave a presentation on the audit Financial Statements. He reported that the hospital board currently has approximately \$5.7 million in capital reserves. The district has two remained debts worth \$5.3 million.

MOVED by Director Elliott and seconded,
And Resolved:

- 19/14 The Financial Statements of the West Kootenay-Boundary Regional Hospital District as of December 31, 2013 have been received and are hereby adopted.

B. 2014 BUDGET

MOVED by Director Hamling and seconded,
And Resolved:

- 20/14 The Staff Report dated March 17, 2014 from Stuart Horn, Treasurer, presenting the 2014 annual budget options for the Board consideration, has been received.

Treasurer Horn presented three budget scenarios and announced that taxation will be less than last year as Interior Health's funding request is lower this year.

Discussion ensued regarding the options. The question was asked: can reserve funds be used to retire debt, to which Treasurer Horn said yes.

Many of the directors stated that the Board needs to prepare for future projects and capital expenditures, thereby warranting the need for a reserve fund.

MOVED by Director Jackman and seconded,
And Resolved:

- 21/14 The West Kootenay-Boundary Regional Hospital District Board adopts scenario A for the 2014 budget and attaches it to proposed Bylaw 218 (2014 annual budget).

Recorded Opposed: Director Cacchioni

MOVED by Director Dooley and seconded,
And DEFEATED:

That the reserve fund be an allocated fund for capital projects only.

BYLAWS

**BYLAW NO. 218: WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL
(Annual Budget) DISTRICT ANNUAL BUDGET BYLAW NO. 218**

MOVED by Director Mickel and seconded,
And Resolved:

- 22/14 *West Kootenay-Boundary Regional Hospital District Annual Budget Bylaw No. 218, 2014, is hereby read the FIRST, SECOND and THIRD time.*

MOVED by Director Hamling and seconded,
And Resolved:

23/14

West Kootenay-Boundary Regional Hospital District Annual Budget Bylaw No. 218, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

BYLAW NO. 207: **WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL**
(KBRH isolation room) **DISTRICT CAPITAL EXPENDITURE BYLAW NO. 207**

MOVED by Director Dooley and seconded,
And Resolved:

24/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 207, 2014, is hereby read the FIRST, SECOND and THIRD time.

MOVED by Director Webber and seconded,
And Resolved:

25/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 207, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

BYLAW NO. 208: **WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL**
(KBRH steam chiller) **DISTRICT CAPITAL EXPENDITURE BYLAW NO. 208**

MOVED by Director Popoff and seconded,
And Resolved:

26/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 208, 2014, is hereby read the FIRST, SECOND and THIRD time.

MOVED by Director Cacchioni and seconded,
And Resolved:

27/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 208, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

BYLAW NO. 209: **WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL**
(KBRH water pipe) **DISTRICT CAPITAL EXPENDITURE BYLAW NO. 209**

MOVED by Director Provan and seconded,
And Resolved:

28/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 209, 2014, is hereby read the FIRST, SECOND and THIRD time.

MOVED by Director Hamling and seconded,
And Resolved:

29/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 209, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

BYLAW NO. 210:
(KLH sidewalks)

**WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL
DISTRICT CAPITAL EXPENDITURE BYLAW NO. 210**

MOVED by Director Mickel and seconded,
And Resolved:

30/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 210, 2014, is hereby read the FIRST, SECOND and THIRD time.

MOVED by Director Webber and seconded,
And Resolved:

31/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 210, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

BYLAW NO. 211:
(KLH curbs)

**WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL
DISTRICT CAPITAL EXPENDITURE BYLAW NO. 211**

MOVED by Director Elliott and seconded,
And Resolved:

32/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 211, 2014, is hereby read the FIRST, SECOND and THIRD time.

MOVED by Director Elliott and seconded,
And Resolved:

33/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 211, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

BYLAW NO. 212:
(KBRH Phone)

**WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL
DISTRICT CAPITAL EXPENDITURE BYLAW NO. 212**

MOVED by Director McIntosh and seconded,
And Resolved:

34/14

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 212, 2014, is hereby read the FIRST, SECOND and THIRD time.

MOVED by Director Danchuk and seconded,
And Resolved:

35/14 *West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 212, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.*

BYLAW NO. 213: **WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL**
(Hardy V. nurse call) **DISTRICT CAPITAL EXPENDITURE BYLAW NO. 213**

MOVED by Director Cacchioni and seconded,
And Resolved:

36/14 *West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 213, 2014, is hereby read the FIRST, SECOND and THIRD time.*

MOVED by Director Elliott and seconded,
And Resolved:

37/14 *West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 213, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.*

BYLAW NO. 214: **WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL**
(KBRH radiograph) **DISTRICT CAPITAL EXPENDITURE BYLAW NO. 214**

MOVED by Director Grieve and seconded,
And Resolved:

38/14 *West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 214, 2014, is hereby read the FIRST, SECOND and THIRD time.*

MOVED by Director Worley and seconded,
And Resolved:

39/14 *West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 214, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.*

BYLAW NO. 215: **WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL**
(KBRH opthamology) **DISTRICT CAPITAL EXPENDITURE BYLAW NO. 215**

MOVED by Director Danchuk and seconded,
And Resolved:

40/14 *West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 215, 2014, is hereby read the FIRST, SECOND and THIRD time.*

MOVED by Director Davidoff and seconded,
And Resolved:

- 41/14 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 215, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

**BYLAW NO. 216: WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL
(KBRH MRI) DISTRICT CAPITAL EXPENDITURE BYLAW NO. 216**

MOVED by Director Ashton and seconded,
And Resolved:

- 42/14 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 216, 2014, is hereby read the FIRST, SECOND and THIRD time.

MOVED by Director Haughton and seconded,
And Resolved:

- 43/14 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 216, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

**BYLAW NO. 217: WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL
(Minor Global Grant) DISTRICT CAPITAL EXPENDITURE BYLAW NO. 217**

MOVED by Director Mickel and seconded,
And Resolved:

- 44/14 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 217, 2014, is hereby read the FIRST, SECOND and THIRD time.

MOVED by Director Cunningham and seconded,
And Resolved:

- 45/14 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 217, 2014, is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

CORRESPONDENCE

MOVED by Director Cacchioni and seconded,
And Resolved:

46/14 That the following item be received:

The letter dated January 16, 2014 from the City of Trail to Jim Gustafson concerning the proposed acute care strategic plan, has been received.

MOVED by Director Haughton and seconded,
And Resolved:

47/14 That the following item be received:

The letter dated January 29, 2014 from the Village of Montrose to Jim Gustafson concerning the proposed acute care strategic plan, has been received.

MOVED by Director Cunningham and seconded,
And Resolved:

48/14 The letter dated February 18, 2014 from the City of Nelson to Jim Gustafson concerning the proposed acute care strategic plan, has been received.

BUSINESS ARISING

MOVED by Director Watson and seconded,
And Resolved:

49/14 That the following item be received:

The letter dated January 21, 2014 from the Ministry of Health in response to the WKBRHD's request for clarification of language in the Hospital District Act, has been received.

MOVED by Director Elliott and seconded,
And Resolved:

50/14 That the following item be received:

The letter dated February 25, 2014 to the Ministry of Health from the WKBRHD requesting information on amendments to the Hospital District Act and the ability for hospital districts to provide input on such changes.

NEW BUSINESS

1. New Board Appointments

The email dated February 2, 2014 from the Village of Montrose advising of Council's appointment of Mayor Danchuk to the WKBRHD, has been received.

MOVED by Director Grieve and seconded,
And Resolved:

51/14 That the following representatives from the Village of Montrose be appointed to the West Kootenay Boundary Regional Hospital District:

Joe Danchuk	Director
Don Berriault	Alternate Director

MOVED by Director Cacchioni and seconded,
And Resolved:

52/14 That the following representatives from the City of Greenwood be appointed to the West Kootenay Boundary Regional Hospital District:

Nipper Kettle	Director
Darla Ashton	Alternate Director

2. Accounts Payable

MOVED by Director Peterson and seconded,
And Resolved:

53/14 The Accounts Payable Summary for January—February 2014 in the amount of \$180,580.54 has been received.

The Interior Health delegation left the meeting at 7:23 p.m.

CHAIR'S REPORT

Chair Rotvold reported that she and Secretary Carruthers would be attending the CAO and Chairs' meeting with Interior Health in Kelowna on April 15th. She will make a report at the June WKBRHD Board meeting.

QUESTION PERIOD FOR PUBLIC & MEDIA

IN CAMERA

MOVED by Director Worley and seconded,
And Resolved:

54/14 In the opinion of the Board - and in accordance with Section 90 of the *Community Charter* - the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting; AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the basis identified in the following subsections:

b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity

MOVED by Director Worley and seconded,
And Resolved:

55/14 The Open Meeting be recessed at 7:25 p.m. in order to conduct the Closed In Camera Meeting.

RECESS The Open meeting recessed at 7:43 p.m.
RECONVENE The meeting reconvened at 7:43 p.m.

MOVED by Director Watson and seconded,
And Resolved:

56/14 That the minutes of the February 12, 2014 Executive Committee be adopted.

REPORT

Deputy-Secretary Winje gave a report on alternate meeting space for the Board and phones that could accommodate Directors' participation electronically.

MOVED by Director Watson and seconded,
And Resolved:

57/14 That staff be directed to investigate electronic means to accommodate directors who cannot attend meetings in person

MOVED by Director Mickel and seconded,
And Resolved:

58/14 That Board meeting locations be alternated between Nelson, Trail, Grand Forks, Nakusp and Kaslo, with winter meetings to be held in Castlegar, to facilitate the public's access to Board meetings; and further, that staff investigate the cost of holding meetings in other communities.

WKBRHD ADMINISTRATION CONTRACT

Chair Rotvold advised that the administration contract with the Regional District of Central Kootenay has a five-year term.

ADJOURNMENT

MOVED by Director Elliott and seconded,
And Resolved:

59/14 That the meeting adjourn at 8:05 p.m.

CERTIFIED CORRECT

Chair

Secretary