

**MINUTES OF A PUBLIC MEETING (“MEETING”)
OF THE BOARD OF DIRECTORS (THE “BOARD”)
OF BRITISH COLUMBIA EMERGENCY HEALTH SERVICES (“BCEHS”)
HELD ON THURSDAY, DECEMBER 7, 2017 AT
BCIT DOWNTOWN CAMPUS
VANCOUVER, BC
AT 9:00 A.M.**

In Attendance:

Directors:	Tim Manning, Chair Suki Gill Sherry Ogasawara Alan Ritchie	Lorianna Bennett Robert Kiesman Gary Pooni Sharon Stromdahl	Dr. Don Brooks Chief Clarence Louie Pauline Rafferty David Turchen
Management:	Carl Roy Nancy Kotani Theresa McCurry Donna Wilson Cathy Prentice, Recorder	Tom Chan Linda Lupini Ron Quirk Blaine Wiggins	Barbara Fitzsimmons Sandra MacKay Dr. John Tallon

CALL TO ORDER

Mr. Tim Manning, Board Chair, called the Meeting to order at 9:00 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 Ms. Donna Wilson, Vice President, People, Performance and Lower Mainland Consolidated Laboratories to her first meeting of the BCEHS Board of Directors.

The Chair expressed condolences on the passing of Chief Leonard George, an elder and past Chief of the Tseil-Waututh Nation and son of Chief Dan George.

AGENDA

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

PUBLIC PRESENTATION

There were no requests from the public to present to the Board.

WRITTEN QUESTIONS FROM THE PUBLIC

There were no written questions from the public submitted to the Board.

1.0 APPROVAL OF THE MINUTES

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

***BE IT RESOLVED THAT** the minutes of the Board meeting held October 26, 2017 be approved.*

2.0 PRESENTATIONS

BCEHS First Nations Liaison Update

Ms. Linda Lupini, Executive Vice President PHSA & BCEHS introduced Mr. Blaine Wiggins, Interim Manager, First Responder and First Nations Liaison, BC Emergency Health Services to provide the BCEHS First Nations Liaison Update.

Mr. Wiggins acknowledged the PHSA Board for their significant work on behalf of the Province of BC. Ms. Lupini and Ms. Kotani were thanked for working to create opportunities for indigenous peoples within BCEHS.

BCEHS is working in partnership with the First Nations Health Authority to support the improvement of indigenous health and wellness by ensuring Indigenous peoples have meaningful input into BCEHS priorities and strategies.

Activities currently underway will enhance patient care delivery, operational engagement, and improve the patient care experience for First Nations (FNs) across the province. These activities include providing appropriate care, developing innovative care models, and integrating with health care systems. BCEHS is committed to being a proactive partner in achieving these objectives.

Mr. Wiggins summarized the content of the Briefing Note and PowerPoint presentation contained in the Meeting materials.

Ms. Lupini and Mr. Wiggins responded to questions as follows:

- Regarding rural communities, Mr. Wiggins advised a number of initiatives are underway to further provide access and transport in remote and back road areas.
- With reference to the Public Access to Defibrillation (PAD) initiative, Mr. Wiggins advised as part of the commitment to expand PAD access to FN communities, training and defibrillators are also being provided in rural and remote areas.
- Regarding FN response to participating with BCEHS as first responders, Mr. Wiggins advised capacity is being built in FN communities, including the development of cooperation agreements and related policies.

On behalf of the Board, the Chair thanked Mr. Wiggins for his presentation and expressed the Board's support for the initiatives underway.

3.0 BUSINESS ARISING

No business arising was identified.

4.0 NEW BUSINESS

4.1 Executive Update

Ms. Lupini provided an update to the Executive Report included in Meeting materials.

Regarding the final list of communities selected for the implementation of community paramedicine, approval has now been received to hire the remaining required community paramedics. Ms. Lupini was thanked for her leadership in driving this significant initiative forward.

The Knowledge Network Documentary series on BC Paramedics and Dispatchers will start filming immediately.

On behalf of the Board, the Chair expressed sincere condolences on the recent deaths of two paramedics, one from cancer and the other in the Fernie ice rink tragedy while working as a City of Fernie employee.

4.2 Meeting Closed to the Public

Ms. Sandra MacKay, General Counsel, Chief Freedom of Information & Privacy Officer, advised certain items being proposed for discussion at the non-public meeting of the Board.

5.0 BOARD COMMITTEE REPORTS

5.1 Quality & Access Committee

Mr. Allan Ritchie, Chair, Quality & Access Committee, advised of one item for information.

The Committee received a brief update on the Quality and Access Indicator Report which included improved presentation of performance metrics. Mr. Ritchie advised that while metrics have been challenging, meaningful targets are in place.

5.2 Governance & Human Resources Committee

Ms. Pauline Rafferty, Chair, Governance & Human Resources Committee, advised Ms. Donna Wilson, new PHSA Vice President, People, Performance and Lower Mainland Consolidated Laboratories was welcomed and introduced to the Governance and Human Resources Committee. Ms. Rafferty advised of two items for information and two for approval.

For information

- The Committee reviewed all recommendations provided by Watson Inc. from their Board evaluation and governance review process as well as those coming forward from the August Board Retreat. The Committee had a thorough discussion of all the recommendations and the Committee is in agreement with the vast majority. Ms. Sandra MacKay has now been tasked to develop a detailed Action Plan based on these recommendations, the Committee's feedback on the recommendations and other suggestions made during the Meeting. Ms. MacKay will present the action plan at the February 21, 2017 Committee Meeting. Once approved, the Plan will serve as a guide to ensure the excellent input from both processes is put into action.
- The Committee decided to defer review of the Board Reference Manual as this will be improved upon as part of the Action Plan.

For approval:

Terms of Reference for the position of Corporate Secretary

As a matter of new business put forward by the Chair, the Committee reviewed the proposed Terms of Reference setting out the role and responsibilities for the newly created role of Corporate Secretary.

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

BE IT RESOLVED THAT the Terms of Reference for the position of Corporate Secretary as presented to the Meeting be approved.

Long Term Board Renewal Plan

Changes to the Board renewal policy were considered noting that the previous policy referred to an interview policy which was not consistent with actual practices. Proposed revisions to the policy are consistent with current practices but allow for interviews if the Committee so desires.

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

BE IT RESOLVED THAT the Long Term Board Renewal Plan Policy, in the form presented to the Meeting, be approved.

5.3 Finance Committee

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

For information

Management provided a financial report for the seven periods ended October 5, 2017. Management reported they continue to work with the Ministry of Health to secure additional funding to address ongoing cost pressures, and are closely monitoring and mitigating financial risk in order to achieve a balanced budget.

For approval

The BCEHS Board of Directors approved the 2017/18 PHSA Capital Fund of \$8.0M in April 2017. Additional targeted capital funding of \$0.1M has since been received.

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

BE IT RESOLVED THAT the 2017/18 BCEHS Capital Fund of \$8.1M, in the form presented to the Meeting, be approved.

5.4 Audit Committee
No report.

5.5 Research Committee
No report.

6.0 NEXT MEETING – February 22, 2018 in Vancouver.

7.0 TERMINATION – The meeting terminated at 9:45 a.m.