



WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT

## AGENDA

### Regular Board Meeting

October 28, 2015 – 6 p.m.

JV Humphries School  
Lighthouse Theatre  
500 6<sup>th</sup> Street, Kaslo, BC

**1. CALL TO ORDER**

Chair Rotvold will call the meeting to order.

**2. ADOPTION OF AGENDA**

2a) **RECOMMENDATION:**

The agenda for the October 28, 2015 Open Regular meeting be adopted as circulated.

**3. ADOPTION OF THE MINUTES**

3a) **RECOMMENDATION:**

The minutes of the September 30, 2015 Open Regular meeting be adopted as circulated.

**4. DELEGATIONS**

4a) **Kaslo and Area Medical Care Society**

James Morris, President

4b) **Interior Health Authority**

Todd Mastel, Manager, Business Support—Acute/Tertiary Services

Brigitte McDonough, Acute Health Services Administrator—KB

Cheryl Whittleton, Community Integrated Health Services Administrator—KB

Jonathan Jinjoe, Manager, Plant Services, Kootenay Boundary

Karl Hardt, Communications

- i) The letter dated September 28, 2015 from Birgit Koster, Interior Health, presenting the 2014—2015 global grant.
- ii) Presentation on health services planning.

**5. NEW BUSINESS**

5a) Accounts Payable

**RECOMMENDATION:**

That the Accounts Payable Summary for September 2015 in the amount of \$7,968.95 be approved.

5b) 2016 Meeting Schedule

**RECOMMENDATION:**

That the Board adopt the following 2016 meeting schedule:

January 28	Castlegar Community Complex	6 p.m.
February 24	Castlegar Community Complex	6 p.m.
March 23	Castlegar Community Complex	6 p.m.
June 22	Castlegar Community Complex	6 p.m.
October 26	Castlegar Community Complex	6 p.m.
November 23	Castlegar Community Complex	6 p.m.

**6. BUSINESS ARISING FROM THE MINUTES**

6a) Motion referred from September meeting

**RECOMMENDATION:**

That the WKBRHD respectfully requests the Province of BC to amend the *Hospital Authorities Act* to provide for the inclusion of one additional Board member per Health Authority to be elected from every regional hospital board within their respective Health Authorities.

**7. QUESTION PERIOD FOR PUBLIC & MEDIA**

**8. ADJOURNMENT**

# WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT

3 a)

Grand Forks, B.C.  
September 30, 2015

The fifth regular meeting of the Board of the West Kootenay-Boundary Regional Hospital District for the year 2015 was held on Wednesday, September 30, 2015 at 6:00 p.m. in the Emergency Services Building, 300 – 8<sup>th</sup> Avenue North West, Nakusp, BC.

## PRESENT:

	Chair M. Rotvold	Midway
(RDCK)	Director S. Hewat	Kaslo
	Director K. Hamling	Nakusp
	Director D. Kozak	Nelson
	Alt. Director A. Bunka	New Denver
	Director S. White	Salmo
	Director J. Lunn	Slocan
	Director G. Jackman	Area A
	Director A. Watson	Area D
	Director R. Faust	Area E
	Director T. Newell	Area F
	Director H. Cunningham	Area G
	Director W. Popoff	Area H-The Slocan Valley
	Director R. Smith	Area J
	Director P. Peterson	Area K-The Arrow Lakes
(RDKB)	Director B. Edwards	Area B
	Director R. Russell	Area D
	Director V. Gee	Area E
	Alt. Director P. Cecchini	Fruitvale
	Director J. Danchuk	Montrose
	Alt. Director R. Cacchioni	Trail
	Director B. Rakuson	Warfield

## ABSENT:

Director A. Grieve	Area A (RDKB)
Director G. McGregor	Area C (RDCK)
Director A. Davidoff	Area I (RDCK)
Director D. McIntosh	Castlegar
Director N. Krog	Grand Forks
Director N. Tutti	Greenwood
Director K. Moore	Rossland
Director L. Main	Silverton

## Administration:

Stuart Horn	Secretary
Anitra Winje	Deputy-Secretary
Heather Smith	Treasurer

## Interior Health Delegates:

Todd Mastel, Manager, Business Support—Acute/Tertiary Services  
Suzanne McCombs, Community Health Services Administrator – Nakusp, New Denver, Kaslo  
Jonathan Jinjoe, Manager, Plant Services, Kootenay Boundary  
Karl Hardt, Communications

13

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**CALL TO ORDER**

At 6:01 p.m., Chair Rotvold called the meeting to order.

She thanked the Directors for attending the facility tours in New Denver and Nakusp and thanked Interior Health staff for conducting the tours. She also expressed gratitude to the residents of these communities for sustaining their hospitals.

**ADOPTION OF THE AGENDA**

**MOVED** by Director Hamling and seconded,  
And Resolved:

64/15 The agenda for the September 30, 2015 Open Regular meeting be adopted as circulated.

CARRIED.

**ADOPTION OF THE MINUTES**

**MOVED** by Director Peterson and seconded,  
And Resolved:

65/15 The minutes of the May 27, 2015 Open Regular meeting be adopted as circulated.

CARRIED.

**DELEGATION: INTERIOR HEALTH AUTHORITY**

Todd Mastel thanked the Board for participating in the facility tours of the New Denver and Nakusp hospitals.

He provided an update on the Kootenay Boundary Regional Hospital's sustainability plan and the three pressures facing the facility: the emergency department, ambulatory care and the pharmacy. He said that Interior Health is still in discussions with the Ministry of Health on phasing options for the hospital. Mr. Mastel will provide an update on the project at a future meeting.

Mr. Mastel acknowledged receipt of the WKBRHD's offer letter to Interior Health regarding the Arrow Lakes Hospital emergency department (the WKBRHD Board resolved to dedicate up to \$100,000 from reserves to fund a preliminary design and Class B cost estimate, including options for phased construction, for renovations to upgrade the emergency department at Arrow Lakes Hospital).

Lastly, Mr. Mastel said that he and Cheryl Whittleton will make a presentation to the WKBRHD Board at its October 28<sup>th</sup> meeting on health services planning and community care in BC.

The Board asked about the status of the Kootenay Lake laundry service. Mr. Mastel said that the deadline for proponents to submit proposals has closed but that no decision has yet been made.

The Board also enquired whether or not Interior Health has a social procurement policy. Mr. Mastel confirmed that the authority has no such policy but that it would be open to exploring such a document and would report back to the WKBRHD in October.

84

**NEW BUSINESS**

Accounts Payable

**MOVED** by Director Jackman and seconded,  
And Resolved:

66/15 That the Accounts Payable Summary for the period April 1—August 31, 2015 in the amount of \$664,539.72 be approved.

CARRIED.

Correspondence

**MOVED** by Director McGregor and seconded,  
And Resolved:

67/15 That the following correspondence items be received for information:

- The copy of the letter dated July 23, 2015 from the Kaslo and Area Medical Care Society.
- The copy of the letter dated August 26, 2015 from the Kaslo and Area Medical Care Society.

CARRIED.

WKBHRD Administration Contract

**MOVED** by Director McGregor and seconded,  
And Resolved:

68/15 That the WKBHRD Board authorize the Chair and Secretary to enter into an agreement with the Regional District of Central Kootenay for the provision of administrative services, with the term to begin January 1, 2016 and end December 31, 2020.

CARRIED.

Director's Motion (Andy Davidoff)

**MOVED** by Director Cunningham and seconded,  
And Resolved:

69/15 That the following matter be referred to the October 28, 2015 Board meeting:

*That the WKBHRD Board respectfully requests the Province of British Columbia to amend the Hospital Authorities Act to provide for the inclusion of one additional Board member per Health Authority to be elected from every regional hospital board within their respective Health Authorities.*

CARRIED.

Appointment – Village of Salmo

**MOVED** by Director Jackman and seconded,  
And Resolved:

70/15 That the Board appoint Stephen White as the Village of Salmo's representative to the West Kootenay-Boundary Regional Hospital District.

CARRIED.

25

Appointment – Village of Warfield

**MOVED** by Director Danchuk and seconded,  
And Resolved:

71/15 That the Board appoint Brett Rakuson as the Village of Warfield's representative to the West Kootenay-Boundary Regional Hospital District.

CARRIED.

Chair Rotvold's Report

The WKBRHD's Executive Committee met with Interior Health President/CEO Dr. Robert Halpenny and Chair Erwin Malzer at the UBCM Convention in September to raise the following three concerns:

Paramedicine Initiative – This program will see 80 full time equivalent paramedic professionals hired into rural and remote communities to assist in hospital, home, and ambulatory care. The WKBRHD asked Interior Health how it determines which communities are identified for these positions and how the involvement of local elected officials and the potential for local input will be considered in this process. The WKBRHD requested that Kaslo and Nakusp be considered for pilot projects.

The shift from Acute Care to Home Care - The shift from acute to home care is one that appears to have support in the Kootenay and Boundary areas. Due to the demographic and the remote nature of our area, the WKBRHD could be a possible area for a test case for some of the initiatives being contemplated by the Ministry of Health. The WKBRHD discussed Interior Health's plans to implement this program and whether it has considered our region. Interior Health responded that funding is the primary issue currently.

Small Water Systems – The WKBRHD asked Interior Health if small water systems are complying with the requirements to follow the same standards as larger water systems. The WKBRHD also asked about potential alternatives to managing costs to small water systems to comply as well as the consistent application of the regulations. The WKBRHD also requested that Interior Health staff speak with improvement districts in the region to help them understand the regulations and reach compliance. Interior Health responded that it will consider this.

Chair Rotvold reported that at the last CAO/Chairs' meeting in Kelowna, she raised the following issues as significant to our hospital district: climate, weather, geography, transportation, isolated rural communities, sustainable health care and recruitment of health care providers.

Chair Rotvold and Secretary Horn will attend the next CAO/Chairs' meeting in Kelowna on October 21st. They will raise these matters: status of the Arrow Lakes Hospital ER; Interior Health's Rural Strategy; Kootenay Lake Hospital laundry service; carbon footprints of health authorities; and physicians: fee-for-service versus contracts.

Invitation—Interior Health Board Member

72/15 **MOVED** by Director Popoff and seconded,  
And Resolved:

That Chair Rotvold invite the Interior Health Authority Board member for the West Kootenay-Boundary region to future meetings of the WKBRHD.

CARRIED.

26

**ADJOURNMENT**

**MOVED** by Director Lunn and seconded,  
And Resolved:

73/15      The meeting adjourn at 6:40 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

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Deputy-Secretary

78





# Interior Health

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Mr. Stuart Horn, Secretary  
West Kootenay Boundary Regional Hospital District  
Box 590, 202 Lakeside Drive  
Nelson, BC V1L 5R4

September 28, 2015

Dear Mr. Horn,

**Re: 2014-15 Global Grant**

Attached is a listing of capital expenditures which were funded in part by the West Kootenay Boundary Regional Hospital District's 2014-15 global grant for capital equipment costing less than \$100,000.

There are commitments that Interior Health entered last year, for which the expenditure had not yet occurred by fiscal year-end, which results in a timing difference to the report dates. The annual priority setting process takes into account the funding available to maximize the equipment that can be purchased.

Interior Health will apply the balance of these funds to capital purchases on a prioritized basis.

If you require further information, please do not hesitate to contact me.

Yours truly,

Birgit Koster, CPA, CA  
Director Business Support, Capital Planning

/at

Encl. WKB RHD Global Grant Summary

cc: Heather Smith, Treasurer  
Brigitte McDonough, Acute Health Service Administrator, Kootenay Boundary  
Todd Mastel, Director, Business Support

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**West Kootenay Boundary  
Regional Hospital District  
Global Grant Summary**

Balance March 31, 2014 (as per October 2014 report)	\$ 6,659.26
2014/15 Global Grant Received	379,400.00
<b>Total Funding Available</b>	<b>\$ 386,059.26</b>

**Expenditures April 1, 2014 - March 31, 2015**

Fixed Asset #	(2) Facility	Description	Total Cost	Funding Sources		
				RHD Grant		(1) Other Funding
				2014/15	Prior Years	
I631300600	CDH	Analyzer, ISTAT	15,017.04	1,621.74	4,385.08	9,010.22
I631400900	KBH	Laser, Lithotripsy	49,934.55	(41.77)	20,015.59	29,960.73
I631401000	KBH	Lights, LED Suite (x2)	148,643.94	6,002.74	53,454.84	89,186.36
I631402200	KLH	Freezer, Single Door	13,244.95	1,192.54	4,105.44	7,946.97
I631402500	SCH	Freezer	9,807.44	107.10	3,815.88	5,884.46
I631404300	KBH	Fridge	29,433.92	836.81	10,936.76	17,660.35
I631408100	KBH	Megp Collimator Pair for NM Camera	21,462.15	8,584.86		12,877.29
I631500800	KBH	Bed, Acute Care (x3)	19,828.89	7,931.56		11,897.33
I631500900	KBH	Bed, Acute Care (x3)	19,828.89	7,931.56		11,897.33
I631501000	KBH	Washer, Instrument	74,755.29	29,902.12		44,853.17
I631501100	KBH	Stress Testing System	39,781.56	15,912.63		23,868.93
I631501200	KLH	Machine, ECG, Cardiograph	16,586.79	6,634.72		9,952.07
I631501400	KLH	Stress Test System	46,101.60	17,240.64		28,860.96
I631501500	ALH	Analyzer, ISTAT	18,020.73	7,208.30		10,812.43
I631501600	KBH	Anaerobic System	18,980.85	7,592.34		11,388.51
I631501700	KBH	Analyzer, Urinalysis	52,137.60	20,855.04		31,282.56
I631501800	KBH	Centrifuge	10,489.93	4,195.98		6,293.95
I631501900	KLH	Machine, ECG, Cardiograph	16,586.79	6,634.72		9,952.07
I631502000	CDH	CR Reader, Single	59,533.24	23,813.30		35,719.94
I631502100	BDH	CR Reader, Single & Console Upgrade	76,492.02	30,596.81		45,895.21
I631502200	KLH	CR Reader (x2)	116,976.20	46,790.48		70,185.72
I631502300	KBH	Console Workstation Upgrade	36,825.04	14,730.02		22,095.02
I631502500	BDH	Analyzer, Urinalysis	7,118.10	2,847.24		4,270.86
I631502600	KLH	Fume Hood	13,487.32	5,394.93		8,092.39
I631502700	KBH	Power Tool, Cordless, System (x2)	52,566.08	21,026.44		31,539.64
I631502900	KBH	Fume Hood	14,867.07	5,946.83		8,920.24
I631503000	KLH	Dishwasher	84,920.85	33,968.34		50,952.51
I631504700	BDH	Activac	24,805.50	1,805.50		23,000.00
I631504800	ALH	Washer Dinsinfector, Tornado	11,695.26	4,678.11		7,017.15
I631507000	CDH	Activac (x2)	49,611.00	3,753.18		45,857.82
I631507800	KBH	Sterilizer, System 1 Express (x4)	70,102.50	28,041.00		42,061.50
<b>Total Expenditures</b>			<b>\$ 1,239,643.09</b>	<b>\$ 373,735.81</b>	<b>\$ 96,713.59</b>	<b>\$ 769,193.69</b>
<i>Funding as Percent of Total Cost</i>				38%		62%

<b>WKB RHD Global Grant Balance March 31, 2015</b>	<b>\$ 12,323.45</b>
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**Notes:**

(1) Other Funding includes Ministry of Health, Foundations, Auxiliaries, Other Donations, Insurance Recovery, Trade-in, Internally funded by Interior Health  
 (2) Legend:

- ALH = Arrow Lakes Hospital
- BDH = Boundary Hospital
- CDH = Castlegar & District Community Health Centre
- KBH = Kootenay Boundary Regional Hospital
- KLH = Kootenay Lake Hospital
- SCH = Slocan Community Health Centre

P 10

WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT  
 DIRECTOR STIPEND PAYMENTS AND ACCOUNTS PAYABLE SUMMARY  
 September 2015

Emp.#	Name	Given Name	Stipend	Travel Time	Chair	Total
503	Cunningham	Hans	107		59	166
508	Faust	Ramona	107		59	166
514	Hamling	Karen	107			107
516	Jackman	Garry	107		49	156
523	Peterson	Paul	107		49	156
524	Popoff	Walter	214			214
526	Rotvold	Marguerite	214		161	496
537	McGregor	Grace	107		72	179
545	Bunka	Catherine	107			107
562	Cacchioni	Robert	107		72	179
574	Watson	Aimee	107		49	156
581	Danchuk	Joseph	107		72	179
584	Hewat	Suzan	107		49	156
585	Newell	Thomas	107		59	166
586	Kozak	Debra	107		59	166
590	Lunn	Jessica	107			107
591	Gee	Vicki Lynn	107		72	179
592	Smith	Ricky	107		59	166
599	Rakuson	Maurice Brett	107		72	179
600	Edwards	William	107		72	179
601	White	Stephen	107		72	179
542	Cecchini	Patricia	107		49	156
578	Russel	Roly	107		72	179
			\$ 2,675.00	\$	1,237.00	\$ 4,073.00
			\$		\$ 161.00	

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15  
11

WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT  
 DIRECTOR STIPEND PAYMENTS AND ACCOUNTS PAYABLE SUMMARY  
 September 2015

Director Expense Reimbursements

Employee #	Name:		
1111	EDWARDS, BILL	SEPT 30 2015	197.26
1112	WHITE, STEPHEN	SEPT 30 2015	224.99
1004	CUNNINGHAM, HANS	SEPT 30 2015	177.29
1009	FAUST, RAMONA R	SEPT 30 2015	163.88
1017	JACKMAN, GARRY A	SEPT 30 2015	161.94
1024	PETERSON, PAUL T	SEPT 30 2015	84.19
1025	POPOFF, WALTER A	SEPT 30 2015	126.78
1027	ROTVOLD, MARGUERITE R	SEPT 30 2015	554.82
1036	MCGREGOR, GRACE E	SEPT 30 2015	217.9
1044	CECCHINI, PATRICIA	SEPT 30 2015	20.95
1058	BUNKA, ANN	SEPT 30 2015	44.57
1073	CACCHIONI, ROBERT	SEPT 30 2015	191.07
1075	WATSON, AIMEE	SEPT 30 2015	91.31
1085	RUSSELL, ROLAND	SEPT 30 2015	226.4
1092	DANCHUK, JOE	SEPT 30 2015	216.08
1095	GEE, VICKI	SEPT 30 2015	197.26
1096	LUNN, JESSICA	SEPT 30 2015	74.29
1102	KOZAK, DEB	SEPT 30 2015	216.08
1103	HEWAT, SUZAN	SEPT 30 2015	94.59
1104	NEWELL, THOMAS	SEPT 30 2015	129.9
1108	SMITH, RICK	SEPT 30 2015	154.51
1110	RAKUSON, BRETT	MAY 27 2015	133.62
1110	RAKUSON, BRETT	SEPT 30 2015	196.27

\$3,895.95

Total Accounts Payable - September

\$3,895.95

12

WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT  
DIRECTOR STIPEND PAYMENTS AND ACCOUNTS PAYABLE SUMMARY  
September 2015

Invoice Date	Name	Invoice #	Amount Paid
	<u>Other</u>		<u>\$0.00</u>
			<u>\$0.00</u>

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WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT  
DIRECTOR STIPEND PAYMENTS AND ACCOUNTS PAYABLE SUMMARY  
September 2015

18

14

DIRECTOR STIPENDS (details attached)

\$ 4,073.00

ACCOUNTS PAYABLE (details attached)

3,895.95

\$ 7,968.95

TOTAL

5b)



**TO:** WKBHRD BOARD OF DIRECTORS

**FROM:** Anitra Winje, Deputy-Secretary

**SUBJECT:** 2016 MEETING CALENDAR

**DATE:** October 28, 2015

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**RECOMMENDATION:**  
That the Board adopt the attached 2016 meeting schedule.

**BACKGROUND:**  
The WKBHRD Board should schedule approximately six meetings per year in order to complete its statutory duties. If an emergency arises, it is possible to schedule additional Board meetings. The Board also has an Executive Committee (three members from each regional district) to assist in Board matters.

That being the case, the following 2016 Board schedule is presented for consideration:

January 28	Castlegar Community Complex	6 p.m.
February 24	Castlegar Community Complex	6 p.m.
March 23	Castlegar Community Complex	6 p.m.
June 22	Castlegar Community Complex	6 p.m.
October 26	Castlegar Community Complex	6 p.m.
November 23	Castlegar Community Complex	6 p.m.

This schedule continues to keep meetings on the fourth Wednesday of each month in which the Board typically meets.

The meetings do not conflict with other regularly scheduled RDCK/RDKB meetings and major conferences.

Respectfully submitted,

cc: J. MacLean, CAO, RDKB

15