

Director's Meeting Lumby & District Health Services Society

June 26, 2017
9:00 AM. – 10:00 PM
White Valley Community Hall

Minutes

Present:

Jean Latval, Rosemarie Neufeld, Elinor Warner, Catherine Hertgers, Judy Phillips, Ev Reade, Shelley Gudeit and Melanie Wenzosk, Heather Serafin

Staff Barbara Dyck

Guests Lori Mindnich, Hank Cameron and Rick Fairbairn

Regrets: Judy Grutchfield, Elinor Turrill and Zac Palmer

A. Jean Latval called the meeting to order at 9:05 am. Quorum present

B. Approval of Agenda & Adoption of March 27, 2017 Minutes

New items added to agenda

(F) New Business

- o Joint Standing Committee letter dated March 28, 2017
- o Revised physician hours for Dr. Burnett
- o Minute taking

Motion/Seconded Elinor Warner/Shelley Gudeit to accept revised Agenda and minutes dated March 27th

CARRIED

C. Financial Report – Elinor Warner, Director, Finance Committee

No financial report available as no treasurer elected for this fiscal year.

Motion/Seconded Elinor Warner /Rose Neufeld to elect Shelley Gudeit as Treasurer for 2017-2018

CARRIED

D. Committee Reports:

Ev Reade, Chairperson, Communications, Publicity, Media Committee

Copy of "Draft Communication Policy" given out to all Directors. Ev Reade reviewed the policy with all directors. Ev Reade motioned to accept the draft policy and seconded by Rose Neufeld. Melanie said the policy was a good start, but that the policy would "not stand up in a court of law if a member made a specific claim against the Society". Melanie said that the policies were a work in progress. The policy requires more specifics. Judy asked that the "Board" respond to committee requests for specific communications as required. Jean said that if necessary the Board would call a special meeting to address communication issues. Revised Communication Policy to read

PURPOSE: The Board is committed to effective decision making. Once a decision has been made, speaking with one voice; supporting the objectives of the society.

POLICY:

1. a) Individuals have no power and thus must refrain from speaking for the Society except when authorization is granted by a majority vote of the Board as a whole.
2. b) All communications including formal letters and social media to elected officials must be on Society letterhead, issued through the Executive Director and duly signed by the Board Chair, Vice chair or other authorized Board member.

Information that is confidential, proprietary to the board must not be disclosed to anyone other than the person(s) authorized to receive it.

RATIONAL

Insomuch as the scope of LDHSS communication has broadened, as with various local and governing bodies Society must conduct business in a professional and standardized manner. With the transition of the Societies Act it is imperative that LDHSS develop policies to guide our professional conduct.

Motion to adopt policy as amended by the board.

CARRIED

The committee felt it is imperative LDHSS develop further communication policy on the following:

- a) Administration/Staff b) To and from the media c) Elected officials

Dr. Retention Committee

Catherine said there was low support from the letter to Chamber of Commerce members to support gift baskets for the physicians working in Lumby. It was decided a Business after 5 be set up to welcome the new physician and as well Dr. Fair and Dr. Barss. Barb has asked Stephanie for a Business after 5 meeting date in August and Society will provide the refreshments. Invited organizations to business meeting:

- Chamber of Commerce business members
- Whitevalley Resource Centre
- Village Counsel
- NORD Area D and E representatives
- Cherryville Club members – executive
- Eric Foster, MLA and Mel Arnold, MP, North Okanagan Shuswap
- Interior Health Virginia Montgomery and Charlene Cornwallis-Bate

Committees for 2017-2018 – Jean requested that each committee have a director as chair. Committee chair persons can get members support from the membership for their individual committees. Judy Phillips asked if support for the committees can be from outside the membership. Jean Latval said no they must be a member so that they better understand the Society.

1. Strategic Planning Committee – two directors for chair. Catherine nominated Judy Phillips and Jean Latval nominated Elinor Warner. Vote by ballot was done and Elinor Warner was the successful chairperson for the committee. Rick made a motion to destroy the ballots after the vote. **CARRIED**
2. Personnel & Policies Committee – Chairperson, Melanie Wenzoski
3. Finance Committee – Chairperson, Shelley Gudeit
4. Fundraising Committee – Chairperson, Rose Neufeld
5. Special Events Committee – Chairperson, Jean Latval
6. Communications, Publicity, Media Committee – Ev Reade
7. Doctor Retention Committee – Chairperson, Catherine Hertgers
8. Volunteer Recruitment – all members
9. Telephone Committee – Chairperson, Elinor Turrill
10. Workshop setup: - Chairperson, Vince Mickey
11. Nominating Committee – be filled as necessary

E. Business arising from previous minutes: no business discussed.

F. New Business

Valley First Insurance – Dalen Gliege

Reviewed LDHSS insurance Directors and Officers, General Liability, Cyber and Errors and Omissions insurance. Insurance cost \$3850 for the fiscal year. Elinor asked about business interruption insurance and Dalen will provide a quote on gross earnings of x-ray income. Business insurance covers business revenue in the event there is loss of income. Barb will get an event insurance quote from Christine, NORD for Walk, Roll and Run event.

Valley Lab – Lab hours extended for Tuesday and Thursday. Two lab techs for full time Tuesday 7:30 – 9:45 and Thursday 12:30 – 2:30. Effective immediately. Valley lab would like a reduction in monthly lab cheques to the Lumby Health Centre to offset the cost of the extra staff for Lumby lab clinic. Judy didn't want to subsidize the private sector and felt that they were already getting a good deal. Barb reminded the Directors that BC Garming grant pays for the weekly lab clerical hours and the lease space for Valley Lab is paid by Interior Health. It was decided by the Board to write a letter for a reduction of \$25.00 per month. Barb will draft up a letter.

Shared Services of BC letter – directors reviewed the April 11th letter to Kevin Acton re asbestos in the building. It was decided no further action required from the Board until there is a use for the rooms. Lori will ask the counsel about follow-up to letter.

Executive Director appointed positions – Shelley Gudeit has agreed to be Treasurer and the secretary position will be a two hour paid position from clerical staff.

Dr. Adam Burnett work hours – will not be working Thursday because of his commitment to the hospital and Monashee Mews. New physician applied for part time position Nicki Kirkpatrick, Family Physician who wants to work flexible hours. Daughter is going to Cedar Bridge School. Dr. Fair has been asked if he will consider working one day a week and he said he would get back to Society. I have emailed Dr. Barss to set up a meeting with him about bring in a third physician and will ask the Dr. Recruitment committee to the meeting.

Joint Standing Committee letter – March 28th Judy sent a “draft letter email” to Catherine Hertgers which was read out to the Directors in regards to follow-up on rural designation. It was suggested a letter go out to Eric Foster referencing March 28th letter and stating that Alan Ruddiman, Doctors of BC, Co-Chair Joint Standing Committee on Rural Issues has not made contact with Alex Barss. Elinor W motioned/seconded by Ev Reade to draft a new letter on LDHSS letterhead using Judy’s email information.

H. Workshops & Clinics

No scheduled educational workshops during July and August at this time.

Announcements

Next General Meeting September 25, 2017 meeting

Meeting adjourned 11:30 AM