

## PROVINCIAL HEALTH SERVICES AUTHORITY

**MINUTES OF A PUBLIC MEETING (“MEETING”)  
OF THE BOARD OF DIRECTORS (THE “BOARD”)  
OF PROVINCIAL HEALTH SERVICES AUTHORITY (‘PHSA’)  
HELD ON THURSDAY, APRIL 26, 2018 AT  
PHSA CORPORATE OFFICES  
7<sup>TH</sup> FLOOR – 1380 BURREARD STREET, VANCOUVER, BC  
AT 9:40 A.M.**

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**In Attendance:**

**Directors:** Tim Manning, Chair  
Dr. Don Brooks  
Chief Clarence Louie  
Al Ritchie

Dr. Ken Bassett  
Suki Gill  
Gary Pooni  
Sharon Stromdahl

Lorianna Bennett  
Robert Kiesman  
Pauline Rafferty  
David Turchen

**Regrets:** Sherry Ogasawara

**Management:** Carl Roy  
Dave Ingram  
Dr. Malcolm Moore  
Susan Wannamaker  
Cathy Prentice, Recorder

Tom Chan  
Linda Lupini  
Lynn Pelletier  
Donna Wilson

Colleen Hart  
Sandra MacKay  
Ron Quirk

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**CALL TO ORDER**

Mr. Tim Manning, Board Chair, called the Meeting to order at 9:40 a.m. It was established that a quorum of the Board was present. Ms. Cathy Prentice was appointed recording secretary of the Meeting.

**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**

One question regarding Information Systems development was submitted to the Board. The Chair requested that Mr. Ron Quirk, Chief Information Officer, respond to the member of the public following the close of the Meeting.

**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 February 22, 2018, in the form presented to the Meeting, be approved.

**2.0 BOARD COMMITTEE REPORTS**

**2.1 Quality & Access Committee**

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

**Audit of the PHSA Medical Staff Credentialing and Privileging Process**

Under the BC *Hospital Act*, BC hospitals have an independent duty to grant privileges and monitor the competence of their medical staff. Over the past years, extensive work, including identification of best practices, has been underway in all BC health authorities resulting in improvements to credentialing and privileging processes in BC. The last review of the PHSA's Credentialing and Privileging Processes was conducted in 2007. That review demonstrated

comprehensive processes were in place that met legislative requirements. Given the length of time since the last review, a new audit will be conducted. Results of the review will be available in September 2018 and the Board will be apprised.

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

***BE IT RESOLVED THAT an audit of the PHSA Medical Staff Credentialing and Privileging Processes, in the manner described in the Meeting materials, be approved.***

Reappointment of Department Head, BC Women's Hospital + Health Centre Department of Midwifery

Mr. Ritchie advised the Department of Midwifery at BC Women's Hospital underwent a PHSA-sponsored external review on October 19 and 20, 2017 and the reviewers produced five recommendations, including the reappointment of Ms. Linda Knox as Department Head. The five recommendations were presented and accepted by the Children's and Women's Medical Advisory Committee on March 12, 2018. Progress on the recommendations will be reported back at six months.

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

***BE IT RESOLVED THAT the reappointment of Ms. Linda Knox as Department Head, BC Women's Hospital + Health Centre,, be approved.***

**2.2 Governance & Human Resources**

Ms. Pauline Rafferty, Chair, Governance & Human Resources Committee, advised of one item for information and two items for approval.

For information

PHSA Bylaws are normally reviewed annually in April, however new bylaws for PHSA were recently approved effective April 1, 2018 as part of the PHSA amalgamation. In light of this, and the fact that two upcoming events may require further changes to the Bylaws as early as June, the PHSA Bylaw review was deferred at this time.

For approval

Board Committee Composition Process

An action item coming out of the Board's 2017 Governance review was the development of an improved and transparent process for the selection of Directors to serve on Committees and as Committee Chairs. During January and February 2018 a new process was developed. At its February meeting, the Committee discussed the objectives that the new process was designed to achieve. The new process, and the underlying objectives, has been set out in a new draft Board policy entitled "Board Committee Composition". During discussion of that document, the Committee reinforced that, while the matching of individual skillsets to the mandate of specific committees was an important part of the process, committee members could contribute to the work of committees even if the subject matter is not an area of specialization and could benefit from the learning opportunities provided by engaging in committee work which is outside of areas of personal expertise.

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

***BE IT RESOLVED THAT the Board Committee Composition Policy, in the form presented to the Meeting, be approved.***

Annual Review of Board Governance Guidelines and Policies

The Committee conducted its scheduled review of policies noting that policy changes brought forward were explained in the Committee briefing notes. Substantive changes now

bring the recommended Board Governance Guidelines and Policies into alignment with best governance practices and the Board's new governance processes.

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

***BE IT RESOLVED THAT*** the following Board Governance Guidelines and Policies, in the form presented in the Meeting materials, be approved:

- Board Operating Guidelines;
- Board Committee Guidelines;
- Board Meeting Guidelines.

### 2.3 Finance Committee

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

In February 2018, the PHSA Board of Directors approved the updated 2017/18 PHSA Capital Fund of \$41.1M. PHSA has since received \$4.3M of additional targeted capital funding.

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

***BE IT RESOLVED THAT*** the updated 2017/18 PHSA Capital Fund of \$45.4M, in the form presented to the Meeting, be approved.

### 2.4 Audit Committee

No report.

### 2.5 Research Committee

Ms. Lorianna Bennett, Chair, Research Committee advised the Committee received a presentation from Dr. Jehannine Austin, who was appointed Executive Director of PHSA's Mental Health and Substance Use Research Institute in September 2017.

Dr. Austin, who holds the Canada Research Chair in Translational Psychiatric Genomics at UBC, provided an update on mental health and substance use research taking place within PHSA and BC, and highlighted future plans for this important area of research and clinical service.

## 3.0 BUSINESS ARISING

No business arising was identified.

## 4.0 CORRESPONDENCE

Correspondence was referenced for information.

## 5.0 NEXT MEETING – June 28, 2018 in Vancouver.

## 6.0 TERMINATION – the Meeting terminated at 9:50 a.m.