

**MINUTES OF A PUBLIC MEETING (“MEETING”) OF THE
BOARD OF DIRECTORS (THE “BOARD”) OF THE
PROVINCIAL HEALTH SERVICES AUTHORITY (“PHSA”)
HELD ON THURSDAY, JUNE 20, 2024
AT 9:00 AM**

Directors:	Tim Manning, Chair Bill Chan Dianne Doyle Piotr Majkowski	Sandra Martin Harris Joanne Gislason Gloria Ann Morgan Dr. Morgan Price	Julia Dillabough Richard Short Gary Caroline Donisa Bernardo
Regrets:	Gary Pooni		
Management:	Dr. David Byres Joe Gallagher Scott MacNair Zulie Sachedina Natasha Prodan-Bhalla	Laurie Dawkins Shannon Malovec Christine Massey Dr. Kim Chi	Lexie Flatt Michael Lord Dr. Maureen O’Donnell Dr. Sean Virani Susan Wannamaker Donna Nordmann (recorder)
HAMAC Chair:	Dr. Eric Webber		
Guests:	John Lavery, HEMBC Paul Vallely	Sarah Henderson - BCCDC	
Regrets:	Dr. Leanne Heppell		

1.0 CALL TO ORDER

Mr. Tim Manning, Board Chair, called the Meeting to order at 9:00 am. It was established that a quorum of the Board was present. Ms. Donna Nordmann was appointed recording secretary of the Meeting.

2.0 LAND ACKNOWLEDGEMENT

The Chair provided the land acknowledgement.

3.0 INDIGENOUS WELCOME

Knowledge Keeper Shane Pointe commenced the meeting with an Indigenous Welcome.

4.0 CHAIR ADDRESS TO THE PUBLIC

The Chair provided an address to the public.

Mr. Manning reported that it was Indigenous Peoples Month which is a time to honour the rich culture, heritage, resilience, and diversity of First Nations, Inuit, and Metis people in Canada. He noted that June 21 is Indigenous Peoples Day.

The Chair also reported that June is also Pride Month, and it is a time for all of us to acknowledge, appreciate and support 2SLGBTQIA+ (Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Androgynous and Asexual-plus) patients, clients and healthcare providers.

Mr. Manning thanked the PHSA teams engaged in preparations for hot weather and wildfire activity. He urged people to take a few minutes to understand [Heat Alert Levels](#) described on the Government of BC website and how to prepare for extreme heat and drought. He urged people to get the public health alerts via HealthLinkBC and to subscribe to apps where you get alerts on your phone.

5.0 QUESTIONS FROM THE PUBLIC

Mr. Manning acknowledged that there were no questions received in advance of today's meeting.

6.0 AGENDA APPROVAL AND CONFLICT OF INTEREST

6.1 The Chair requested the Directors to approve the June 20, 2024 agenda.

Motion:

Upon motion, duly seconded, the meeting agenda was approved as circulated.

6.2 The Chair requested the Directors to declare any conflict with the agenda items. No declarations came forward.

7.0 APPROVAL OF APRIL 18, 2024 PUBLIC BOARD OF DIRECTOR MEETING MINUTES

Motion:

Upon motion, duly seconded, the following resolution was approved:

BE IT RESOLVED THAT the minutes of the Public Board meeting held on April 18, 2024 be approved.

8.0 PRESENTATION:

Preparation for Summer Season

John Lavery and Sarah Henderson gave their presentation on Preparedness for Summer 2024 and answered questions raised by the board.

9.0 COMMITTEE REPORTS

9.1 Cultural Safety & Humility Committee

Sandra Martin Harris, in her capacity as Chair of the Cultural Safety & Humility Committee advised of the deliberations of the committee and as a result of such deliberations there are no (0) items for approval and four (4) items for information:

Matters for Board Information

i) **Indigenous-specific Anti-Racism Considerations for PHSA Policies**

A report was presented by Quality and Safety and Indigenous Health on a plan to support policy development and management that will advance the eradication of Indigenous-specific racism and discrimination in PHSA policies.

The PHSA Policy Template will now include a mandatory section on the eradication of Indigenous-specific racism and discrimination as well as an introductory section for policy owners to write a concise Indigenous-specific statement reflective of their policy's focus.

ii) **Métis Nation Government in British Columbia (MNBC) Letter of Understanding (LOU)**

Indigenous Health provided an update on the LOU between MNBC and PHSA that was signed on September 11, 2023. The LOU outlines the shared objectives of: providing equitable access to culturally safe, racism-free, health services; and, improving health outcomes for Métis people living in BC.

Indigenous Health indicated that several operational meetings have taken place since the LOU was signed, and that future meetings with MNBC leadership have been planned over the coming months.

iii) **Board Indigenous-specific Anti-Racism Action Plan: PHSA Strategy Update**

Indigenous Health shared an update on the development of a public-facing PHSA-wide Strategy.

The purpose of the Strategy is to articulate what PHSA is doing as an organization to eliminate Indigenous-specific racism, including its vision, goals, outcomes, priorities and actions. The Strategy will use First Nations weaving as a methodology to tell our story. Using First Nations weaving helps as a methodology as it: tells a story; has many threads woven together; and reveals patterns that reflect the landscape.

Over the summer, fall and winter, Indigenous Health will continue to engage Staff on the weaving methodology, and the Strategy's priorities and actions.

iv) **Indigenous-specific Racism and Discrimination for PHSA Staff Policy**

People and Culture provided a progress update on the implementation of the *Indigenous-specific Racism and Discrimination for PHSA Staff Policy*.

On the implementation of mandatory training, as of April 2024, 59 per cent of non-contract staff have completed Anti-Indigenous Racism Response Training (ARRT) and 55 per cent of non-contract staff have completed San'yas.

Additionally, a new Staff complaints reporting process was implemented in April 2024 for incidents of Indigenous-specific racism or discrimination.

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9.2 Quality and Safety

Dianne Doyle, in her capacity as Chair of the Quality & Safety Committee advised of the deliberations of the committee. As a result of such deliberations there was one (1) item for approval and no (0) items for information:

Matters for Board Approval

i) **Medical Staff Appointments**

The Committee received the Medical Staff privileging reports from the Local Medical Advisory Committees ("LMACs") at BC Cancer, C&W, BCMHSUS and the Health Authority Medical Advisory Committee ("HAMAC").

Motion:

Upon motion, duly seconded, the following resolution was approved:

BE IT RESOLVED THAT the PHSA Board of Directors approves the Medical Staff Privileges Reports, namely the:

- i. BC Cancer Medical Staff Privileging Reports; and
- ii. BC Centre for Disease Control Privileging Reports; and
- iii. BC Children's Hospital and Sunny Hill Child Health Centre and BC Women's Hospital & Health Centre Medical Staff Privileging Reports; and
- iv. BC Mental Health and Substance Use Services Privileging Reports

9.3 People and Governance Committee

Tim Manning, in his capacity as Chair of the People and Governance Committee advised of the deliberations of the committee and as a result of such deliberations there is one (1) item for approval and two (2) items for information.

Matters for Board Approval

i) Policy Updates

The Committee conducted reviews of annual policies and guidelines for the Board. Amendments to the policies were discussed in the meeting.

Motion:

Upon motion, duly seconded, the following resolution was approved:

BE IT RESOLVED THAT the PHSA Board approve the following Board Governance Policies, in the form presented to the meeting:

- 9.1 Board Chair Terms of Reference
- 9.2 President and CEO Terms of Reference
- 9.3 Board of Directors Terms of Reference
- 9.4 Director Terms of Reference
- 9.5 Officer of the Board Terms of Reference
- 9.6 People & Governance Committee Terms of Reference

Matters for Board Information:

i) Semi-Annual Board and CEO Expense Report

The Committee received the Semi-Annual Board and CEO Expense Report for information.

ii) Indigenous-Specific Anti-Racism Considerations for PHSA Policies

The Committee received information from the Policy Office and Indigenous Health on the updated PHSA Policy Template which gives authors of policy documents guidance on provisions relating to the eradication of Indigenous-Specific racism and discrimination. This will ensure that the provisions are responsive to the substance of the policies being drafted, honours the Teachings gifted to PHSA, and meets our obligations under DRIPA.

9.4 Research and Academic Development Committee

Piotr Majkowski, in his capacity as Chair, Research and Academic Development Committee, advised of the deliberations of the committee and as a result of such deliberations there are three (3) item for approval and three (3) items for information:

Matters for Board Approval

1) PHSA Research Conflict of Interest Policy

As part of its Activity Planner, the Research and Academic Development Committee reviews the PHSA Research Conflict of Interest Policy on an annual basis.

This year, staff undertook a very comprehensive review which included:

- An extensive environmental scan
- 50 informational interviews with BC health authorities, PHSA research institutes, programs and health improvement networks, PHSA affiliated universities, and select health and academic organizations across Canada and the US
- Two key partner engagement surveys to gather feedback, and
- Extensive discussions with PHSA's departments of Indigenous Health, Legal and Technology Development, and the Policy Management Office.

This review resulted in changes to update definitions, streamline and simplify language, specify submission and review timelines, add detail on the development and review of management plans, and strengthen language regarding PHSA's commitment to eradicate Indigenous-specific racism and strengthen Indigenous cultural safety and humility.

Motion:

Upon motion, duly seconded, the following resolution was approved:

BE IT RESOLVED THAT the PHSA Board of Directors approve the revised PHSA Research Conflict of Interest Policy.

2) PHSA Research Conflict of Interest Committee Terms of Reference

In accordance with its Activity Planner the Research and Academic Development Committee also reviewed the Research Conflict of Interest Committee Terms of Reference. A number of changes have been made to clarify approval processes, update references to PHSA programs and policies, align with current Research Col policy language, advance adoption of Coast Salish Teachings, extend appointment terms, and modernize references to pronouns.

Motion:

Upon motion, duly seconded, the following resolution was approved:

BE IT RESOLVED THAT the PHSA Board of Directors approve the terms of reference for the Research Conflict of Interest Committee with noted changes.

3) PHSA Research Conflict of Interest Committee Members

The Research Conflict of Interest Committee is required by PHSA's Research Conflict of Interest policy and has a mandate to assess Conflict of Interest declarations not resolved at a lower level or review, review appeals, act as final adjudicator, and perform audits of COI declarations.

After reviewing the current membership of the Committee, it is recommended that Zulie Sachedina, PHSA General Counsel and Chief Legal Officer, be appointed to the Committee. This will establish a majority of members employed by or affiliated with PHSA on the Committee, as per its terms of reference, and will strengthen legal expertise on the Committee.

Motion:

Upon motion, duly seconded, the following resolution was approved:

BE IT RESOLVED THAT the PHSA Board approve the appointment of Zulie Sachedina, PHSA General Counsel & Chief Legal Officer, to the Research Conflict of Interest Committee for an initial three-year term.

Matters for Board Information

1) Toward Gender Inclusivity in Women's Health

The Committee received an excellent presentation from Women's Health Research Institute on the extensive work it is doing to advance gender inclusivity in women's health research both in BC and Canada. Dr. Lori Brotto, Executive Director of WHRI, BC Pomeroy, a facilitator, author and consultant in patient engagement and trauma-informed care, Nicole Prestley, Manager of Research Knowledge and Translation at WHRI, and Dr. Tamil Kendall, Director of the Partnership for Women's Health Research-Canada, co-presented WHRI's extensive work in this area. The presentation was highly educational in terms of framing gender additive and

gender inclusive approaches, introducing the “Beyond the Binary” project led by WHRI in BC, and raising awareness and understanding of the paradigms and practices that help advance gender inclusivity in research.

9.5 Audit Committee

Richard Short, in his capacity as Chair of the Audit Committee advised of the deliberations of the committee and as a result of such deliberations there are no (0) items for approval and no (0) items for information.

9.6 Finance Committee

Bill Chan, in his capacity as Chair of the Finance Committee advised of the deliberations of the committee and as a result of such deliberations there were no (0) items for approval and no (0) items for information.

10.0 NEXT MEETING

The next PHSA Board of Director’s meeting is scheduled for Thursday, September 19, 2024.

11.0 ADJOURNMENT

Meeting was adjourned at 10:20 AM.