

**MINUTES OF A PUBLIC MEETING (“MEETING”)
OF THE BOARD OF DIRECTORS (THE “BOARD”)
OF BRITISH COLUMBIA EMERGENCY HEALTH SERVICES (“BCEHS”)
HELD ON THURSDAY, NOVEMBER 28, 2019 AT
PHSA OFFICES
2nd Floor - 1333 WEST BROADWAY
VANCOUVER, BC
AT 9:00 A.M.**

In Attendance:

Directors:	Tim Manning, Chair Donisa Bernardo Robert Kiesman	Dr. Ken Bassett Sandra Martin Harris Sharon Stromdahl	Lorianna Bennett Dr. Kerry Jang David Turchen
Regrets:	Suki Gill	Chief Clarence Louie	Gary Pooni
Management:	Carl Roy Kendra McPherson Catherine Syms Cathy Prentice (Recorder)	Thomas Chan Dr. Maureen O'Donnell Susan Wannamaker	Linda Lupini Ron Quirk Donna Wilson

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.

QUESTIONS FROM THE PUBLIC

There were no public members present.

ADDRESS FROM THE PUBLIC

There were no public presentations.

AGENDA

It was **MOVED** and **SECONDED** that the Board of Directors approves the Meeting agenda as circulated.

1.0 APPROVAL OF THE MINUTES

Motion:

It was **MOVED** and **SECONDED** that the Board of Directors approves the minutes of the public Board meeting held September 26, 2019.

2.0 NEW BUSINESS

2.1 Executive Update

Ms. Susan Wannamaker, Executive Vice President, Clinical Service Delivery, referenced the Executive Update contained in the Meeting material and provided an update on activities as follows:

- In the last week of September 2019, the BCEHS Senior Executive Team participated in nine meetings with municipalities and regional districts across the province as part of the annual Union of BC Municipalities (UBCM) conference. This provided an excellent opportunity to hear and understand some of the challenges facing the province. BCEHS also provided support to the Minister of Health for a number of UBCM meetings.

BCEHS and Ministry of Health representatives jointly presented to UBCM representatives on municipal engagement with fire first responder organizations. This session was well attended and is the starting point for a Ministry of Health consultation process with

- municipalities and BCEHS over the coming year.

 - Work has been underway with Canadian Union of Public Employees (CUPE) 873 representatives to begin planning for and implementing incoming changes as a result of the new collective agreement. These complex implementations will occur over the next three years. Webinar sessions have been organized for all BCEHS managers and directors, as well as service area partners within PHSA who will support the system changes to enable alignment with the new agreement. A joint committee with representation from the Health Employers Association of BC, BCEHS and CUPE 873 is underway to start planning the implementation.
 - BCEHS continues to explore engagement opportunities that will increase access to emergency health services for isolated First Nations (FN) communities across the province. BCEHS delivered First Responder training to Douglas First Nations and Toad River First Nations between October 29, 2019 and November 4, 2019.

Responding to a query, Ms. Wannamaker advised the training was very well received in the communities and work is underway with PHSA Human Resources to further connect with FN communities and continue to recruit FN responders.

- Over one hundred BCEHS employees attended “Ergo Day” held at the Virtual Way facility on October 24. Ergo Day is a highly successful pop-up event held for staff to speak with peer consultants about workspace ergonomics, blue light filters, and the work of the Joint Occupational Health & Safety Committee.

2.2 Meeting Closed to the Public

Ms. Catherine Syms, Vice President, Legal, Privacy & Risk advised of six items proposed for discussion at the upcoming non-public meeting of the Board as follows:

1. Operations report;
2. Powell Street Event Review Analysis;
3. BCEHS Response to MOH Powell Street Event Review;
4. PCQO Process Review;
5. Update on the Presentation to the Select Standing Committee on Public Accounts;
6. PHSA Service Plan: BCEHS Strategy Update.

Motion:

It was **MOVED** and **SECONDED** that the Board of Directors approves that the six items described be placed on the agenda and discussed at the BC Emergency Health Services Board non-public Board meeting.

3.0 **BOARD COMMITTEE REPORTS**

3.1 Quality & Access

No report.

4.2 People & Governance

Mr. Robert Kiesman Chair, People & Governance Committee, advised of three items for approval.

Board Evaluation

In preparation for the Board Accreditation Canada Survey in May 2021, it was recommended that the Accreditation Canada Governance Standards be incorporated into the current board evaluation and that the two-staged evaluation be replaced with the Accreditation Canada Governance Functioning Tool (GFT) in 2020 in order to meet the requirements for Board Evaluation.

Motion

It was **MOVED** and **SECONDED** that the Board of Directors approves that the Accreditation Canada Governing Functioning Tool (GFT), including the appended roadmap, be the

evaluation tool for the PHSA and BCEHS Boards in 2020 as presented at the meeting.

Annual Review of Board Governance Guidelines and Policies

The Committee carried out its annual scheduled review of Policies. Policy changes brought forward were explained in the committee briefing notes and discussed at the committee meeting.

Motion

It was **MOVED** and **SECONDED** that the Board of Directors approves the following policies/guidelines:

- Influenza Prevention Policy;
- Board Evaluation Policy (previously referred to as Board, Board Committee, Chair & Directors Evaluation Process);
- Code of Conduct and Conflict of Interest Guidelines Policy (previously referred to as Code of Conduct & Conflict of Interest Guidelines for Director);
- Board Record Retention Policy;
- Long Term Board Renewal Plan Policy;
- Board Committee Guidelines (previously referred to as Board Composition Policy).

Board Reappointments and Vacancies

Board reappointments and vacancies are reviewed annually in November.

Motion

It was **MOVED** and **SECONDED** that the Board of Directors approves the Terms and Reappointments as presented to the meeting.

4.3 Finance
No report.

4.4 Audit
No report.

4.5 Research
No report.

5.0 BUSINESS ARISING

No business arising was identified.

6.0 NEXT MEETING

February 6, 2020 in Vancouver.

7.0 TERMINATION – The meeting terminated at 9:20 a.m.