

**MINUTES OF A PUBLIC MEETING (“MEETING”)
OF THE BOARD OF DIRECTORS (THE “BOARD”)
HELD ON THURSDAY, June 29, 2017 AT
PHSA CORPORATE OFFICE
VANCOUVER, BC
AT 9:00 A.M.**

Present:	Tim Manning, Chair Ida Chong George Peary Sharon Stromdahl	Lorianna Bennett Suki Gill Pauline Rafferty David Turchen	Dr. Don Brooks Robert Kiesman Alan Ritchie
Regrets:	Chief Clarence Louie		
In Attendance:	Carl Roy Sunny Dhaliwal Nancy Kotani Sandra MacKay Cathy Prentice, Recorder	Tom Chan Barbara Fitzsimmons Arden Krystal Dr. John Tallon	Dave Cunningham Oliver Grüter-Andrew Linda Lupini

CALL TO ORDER

Mr. Tim Manning, Board Chair, called the meeting (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.

AGENDA

With the addition of item 2.3 – Executive Report, the agenda was approved as circulated.

1.0 APPROVAL OF THE MINUTES

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

BE IT RESOLVED THAT the minutes of the Board meeting held April 27, 2017 be approved.

2.0 PRESENTATIONS

There was one request from the public to present to the Board.

2.1 Marking Initiative for Homes and Businesses

Mr. Raymond Greenwood, aka, Mr. Fireworks, and Constable Lorna Berndsen, Vancouver Police Department, were welcomed to the Meeting to present on marking initiatives and standardization for numbering homes and businesses in Greater Vancouver. This initiative will aid First Responders in identifying addresses in an emergency thus reducing response times. Currently there is no civic bylaw that front and rear facing homes be identified numerically.

The Chair thanked the presenters for their informative presentation and confirmed BCEHS’ support of this initiative.

2.2 PulsePoint App – Cardiac Out of Hospital Survival

Ms. Linda Lupini, Executive Vice President PHSA & BCEHS, introduced Dr. William Dick, Chief Medical Advisor, BCEHS Transformation, to present on the PulsePoint App for Cardiac Out of Hospital Survival.

Dr. Dick summarized the content of the report and PowerPoint presentation contained in the Meeting materials.

BCEHS is taking initiative to enable individuals in BC with CPR knowledge to be notified via a PulsePoint app of nearby (out of hospital) Sudden Cardiac Arrests, for which they may be able to provide immediate assistance. Implementation of this solution is expected to increase the cardiac arrest survival rate throughout the province.

Each year more than 45,000 Canadians have a cardiac arrest. Less than 10% of those who have a sudden cardiac arrest outside of hospital survive. Currently the average response time of BCEHS to a suspected cardiac arrest is 9.2 minutes

With the PulsePoint app, when there is a cardiac arrest emergency, app users within 400 meters are sent an alert by the Dispatch Centre which rings, vibrates and displays a text notification “CPR NEEDED” on a mobile phone. Users are guided to the emergency and nearby public access AED’s are highlighted. PulsePoint users can then provide CPR and use an AED while professional responders (First Responders and Ambulance Paramedics) are on their way.

Responding to a query, Dr. Dick advised the app will be promoted to newly trained people in CPR.

Responding to a query regarding the community engagement strategy, Dr. Dick advised software testing is underway following which the communications plan will be initiated.

Dr. Dick was thanked for his informative presentation.

2.3 Executive Report

Ms. Linda Lupini provided an oral Executive Report. Following are highlights from the report:

- Transformational changes to the BCEHS Service Delivery Model are underway.
- The BCEHS Senior Leadership Team has been reorganized. Changes were reviewed.
- BCEHS welcomed Dr. John Tallon as VP Medical Programs.
- A two day leaders’ session was held. Feedback on prioritizing and implementing changes was solicited.
- BCEHS staff were provided a session on PTSD and Psychological Injury.
- BCEHS received a BC Health Care Award for innovation on workforce support.

3.0 **BUSINESS ARISING**

No business arising was identified.

4.0 **NEW BUSINESS**

4.1 Meeting Closed to the Public

Ms. Sandra MacKay, General Counsel, Chief Freedom of Information & Privacy Officer, advised certain items being proposed for discussion at the non-public meeting of the Board.

5.0 **BOARD COMMITTEE REPORTS**

5.1 Quality & Access Committee

Mr. Allan Ritchie, Chair, Quality & Access Committee, advised of three items for information:

- BCEHS is experiencing increased demands for services. The Treat and Release initiative will assist in alleviating some demand pressures.
- Despite increases in demand, EMS Cardiac response times were noted to have improved over 2015/16.
- Low acuity non-emergency calls are being redirected to alternate pathways including Health Link BC.

5.2 Governance & Human Resources Committee

Ms. Pauline Rafferty, Chair, Governance & Human Resources Committee, advised of four matters being brought forward for Board approval.

Diversity and Inclusion Position Statement & Equity and Cultural Safety Position Statement
Management provided two newly created Position Statements with respect to Diversity and Inclusion & Equity and Cultural Safety. These are the first Position Statements of any kind to be developed at BCEHS, and the first explicit organizational statements of BCEHS' beliefs and commitment to diversity and inclusion and to equity and cultural safety. Discussion took place with respect to the timing and rollout of these Position Statements and how they will tie into BCEHS operational activities.

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

BE IT RESOLVED THAT the Diversity and Inclusion Position Statement and the Equity and Cultural Safety Position statement be approved.

Summary of Health Human Resource (HHR) Workforce Planning Submission to the Ministry of Health

The Ministry of Health (MOH) requested that BCEHS identify its priority professions based on the Health Employer's Association of BC (HEABC) and the Medical Services Plan (MSP) data provided by the Ministry. The MOH plans to use this information to identify a provincial list of priority professions in order to develop strategies and actions to help alleviate the recruiting challenges in respect of these professions. BCEHS Corporate Human Resource and Senior Operational and Medical Leaders have validated the list of priority professions and will be submitting the findings to the MOH on June 30th. The Committee discussed how this information will be used by both the Ministry and BCEHS to mitigate recruitment issues across the province in the coming years.

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

BE IT RESOLVED THAT the BC Emergency Health Services Health Human Resource Plan be approved for submission to the Ministry of Health (Templates A and B).

Salary Adjustment for Unfrozen Non-Contract Staff

A performance-based salary range progression for eligible non-contract staff has been approved by the Senior Executive Team as per Public Sector Employers' Council guidelines for positions at salary ranges 1-7 for the 2016/2017 year. The anticipated start date for eligible staff will be July 7, 2017. Increases will range from 1%-3%.

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

BE IT RESOLVED THAT salary adjustments for eligible non-contract BC Emergency Health Services staff be approved.

Annual Review of Board Terms of Reference

The Committee conducted its annual review of the following six Board Terms of Reference:

- Board Chair
- President & CEO
- Board of Directors
- Officers of the Board
- Director
- Governance & HR Committee

The majority of changes were minor and considered housekeeping in nature with no additional changes recommended by the Committee members.

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

BE IT RESOLVED THAT the Terms of Reference for the Board Chair, President & CEO, Board of Directors, Officers of the Board, Director and Governance and Human Resources

Committee be as presented in the Board Materials be approved.

5.3 Finance Committee

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

The Royal Bank of Canada requested an update to the BCEHS banking resolution to update the entity's name from Emergency Health Services Commission to British Columbia Emergency Health Services.

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

BE IT RESOLVED THAT the updated banking resolution for British Columbia Emergency Health Services is approved.

5.4 Audit Committee

Mr. Robert Kiesman, Chair, Audit Committee, advised of one item for approval.

PHSA issued a Request for Proposal (“RFP”) on BC Bid in January 2017 through its agent, BC Clinical and Support Services Society (“BCCSS”), for a five year contract for audit services. Price Waterhouse Cooper (PwC) was selected to move forward to the negotiation stage of the procurement process. Management intends to award the contract to PwC subject to Board approval and PwC acceptance of the contracted terms and conditions. As contract negotiation is currently in progress, Management is requesting that the Board of Directors delegate Carl Roy, President and Chief Executive Officer, responsibility for approving the appointment of the external auditors. This will allow Management to stay on track with the audit planning timetable for the 2017/18 fiscal year.

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

BE IT RESOLVED THAT the PHSA and BCEHS President and Chief Executive Officer be delegated responsibility to approve the appointment of the external auditors of BC Emergency Health Services subject to the contract fee not exceeding the amount stated in Price Waterhouse Cooper’s response to the Request for Proposal and Price Waterhouse Cooper’s acceptance of the contract terms and conditions.

5.5 Research Committee

No report.

6.0 NEXT MEETING – October 26, 2017.

7.0 TERMINATION – The meeting terminated at 10:15 a.m.