

Friday, November 17, 2017

Regional Wellness Council Meeting Minutes

#	Item	Details	Time	Responsibility
1.0	Call to Order	<ul style="list-style-type: none"> The Chair called the meeting to order. 	7:05pm	RWC Chairperson
2.0	Reflection / Prayer	<ul style="list-style-type: none"> The prayer was led by the Chair, Patricia Schaefer. 		Chairperson
3.0	Attendance	<ul style="list-style-type: none"> Present at the meeting was Patricia Schaefer, Janelle Minute, Peter Daniels, Gloria Villebrun, Phyllis Mawdsley and Cynthia White. Courtenay Kakfwi recorded the minutes. 		Executive Assistant
4.0	Approval of the Agenda	<ul style="list-style-type: none"> The agenda was approved as presented. Motion to accept the agenda as presented was moved by Gloria Villebrun, seconded by Peter Daniels, and the disposition was unanimous. 		Chairperson
5.0	Previous Meeting Minutes - Review and Approval	<ul style="list-style-type: none"> The minutes from the previous meeting on June 14 were reviewed and there were no questions at this time. Motion to accept the minutes from the previous meeting was moved by Janelle Minute, seconded by Peter Daniels, and the disposition was unanimous. 		Chairperson
6.0	Business Arising from the Previous Meeting Minutes	<ul style="list-style-type: none"> The chairperson noted that the corporate bylaws have been sent to the Deputy Minister for approval. This process may have been put on hold with the recent change in the Deputy Minister position. COO to follow up. Practitioner bylaws were reviewed at the Leadership Council meeting on July 12 and were submitted for approval. 		Chairperson
7.0	Chairpersons Report	<ul style="list-style-type: none"> Dr. Nicole Redvers provided a presentation regarding funding at the last Leadership Council meetings July 12-14 that were held in Inuvik, NT. The CEO, Sue Cullen, reviewed the Corporate Bylaws. The Leadership Council Chairperson, Jim Antoine provided a report and kept up to date 		Chairperson

		<p>on a weekly teleconference with the CEO.</p> <ul style="list-style-type: none"> • CEO and Director of Finance and Administration reviewed the Auditor General's Plan. There are currently 6 different financial systems used throughout the territory and they are aiming to amalgamate into 1. • Discussed Accreditation with the Territorial Director of Quality, Safety and Client Experience. The Tlicho, Sahtu Region, Yellowknife Region and the Dehcho Region will be reviewed in September 2018. There will be one full accreditation of the NTHSSA in September 2019. This last survey was what they called a "bridging survey" to see what we need to focus on for the 2019 survey. Had positive results that we were on the right track. • NWT Client Satisfaction Survey was presented and findings were discussed. It was identified that a major percent of clients do not know how to file a complaint. • Child and Youth Action Plan is a 5 year plan and is set to be tabled this fall. • Sabrina Broadhead provided information to the Leadership Council regarding Community Healthy Living fairs. • The Leadership Council had a teleconference regarding the financial statements on October 10, 2017. • The NTHSSA Annual General Meeting was held on October 25, 2017 in Yellowknife. • It was identified that more training has been requested. Noted that the Leadership Council is currently looking for consultants to provide this additional training. • Chair mentioned that bound copies of the NTHSSA annual report will be provided to each member. 		
8.0	RWC Member	<ul style="list-style-type: none"> • It was identified that members would 		ALL

	Observations and Comments	<p>like to have set meeting times. Agreed that meetings will be held every second month on the third Wednesday.</p> <ul style="list-style-type: none"> • There were questions about the office location for the Regional Manager of Continuing Care. Noted that the office is located in the Fort Smith Health Centre and the Resident Care Coordinator is located Northern Lights Special Care Home. • There was a concern about hiring staff in the Laboratory and Diagnostic Imaging Department. COO noted that this is currently being reviewed. • It was noted that members would like to be kept up to date with program changes. Identified that members were unaware of the Walk in Clinic pilot. Clarification was provided by the COO regarding the rationale for the switch in appointments. It was also noted that a community mail drop was done to provide notification. • Concerns regarding Medical Travel were discussed. Issues with clients needing information on a timely basis. • It was questioned if parents of children at JBT Elementary School have to contact Public Health in order to make an appointment with the Dental Therapist. COO confirmed dental appointment can be made through the Dental Therapist and that any questions regarding the Dental Therapist program can be directed through Public Health. • Members requested a copy of the new organizational charts. COO noted that it has not been approved yet. 		
9.0	Activities and Priorities	<ul style="list-style-type: none"> • COO provided updates within the NTHSSA – Fort Smith Region: <ul style="list-style-type: none"> ○ It was identified that the Fort Smith Region was successful in completing requirements for Accreditation Canada. We have received Accreditation with 		ALL

		<p>Commendation.</p> <ul style="list-style-type: none"> ○ Hired Associate COO, Cynthia White. Noted that this is a training position provided by the NTHSSA. ○ Harassment Free Respectful Workplace Training is being provided December 5-7. This training was last provided in 2015. ○ Noted that work is being done with Arctic Winter Games to ensure appropriate services will be provided. <ul style="list-style-type: none"> ● Elders and resident brunch on December 9 at 11:00am at Northern Lights Special Care Home. The Regional Wellness Council is welcome to attend and serve. ● December 14 is the Staff Christmas lunch. There are two sittings from 1130am-130pm. RWC members are welcome to attend. 		
9.1	Leadership Council Meeting in Fort Smith	<ul style="list-style-type: none"> ● Meeting is scheduled for November 27-28. LC meeting on the 27 and public meeting on 28 at museum. 		
9.2	Fort Smith 2016-17 Annual Report Review	<ul style="list-style-type: none"> ● Concerns regarding use of abbreviations in the report. Requested the use of employee names so that the public is aware of who works in what position. ● Noted that the Director of Social Programs position is currently vacant. ● It was identified that employee names can be found on the GNWT directory. 		COO
9.3	Regional Wellness Council Members	<ul style="list-style-type: none"> ● Identified that two new members are required. Waiting on nominations. 		
10.0	Learning, Development and Innovation	<ul style="list-style-type: none"> ● The chairperson noted that the NTHSSA is looking to hire consultants for new learning and development programs for the Regional Wellness Councils and the Leadership Council. 		Chairperson
11.0	Decision Items and Recommendations to the NTHSSA Leadership	<ul style="list-style-type: none"> ● Identified that items can be brought forward to the chairperson for review. Concerns brought forward will be discussed at the Leadership Council meeting on November 27-28. 		Chairperson

	Council	<ul style="list-style-type: none"> • Provided updates to the chairperson for the Regional Wellness Council report. 		
12.0	Action Items Review	<ul style="list-style-type: none"> • In reviewing the Action Item List the following updates were provided: <ul style="list-style-type: none"> ○ Provide copies of the 2016-17 NTHSSA Annual Report to each member. 		Chairperson
13.0	Adjournment	<ul style="list-style-type: none"> • Motion to adjourn the meeting was moved by Janelle Minute. 	8:58pm	Chairperson