

BOARD AGENDA



Cariboo Chilcotin
Regional Hospital District

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**CARIBOO CHILCOTIN REGIONAL HOSPITAL DISTRICT
(REVISED AGENDA)**

April 14, 2023

9:30 a.m.

**Cariboo Regional District Board Room
Suite D - 180 Third Avenue North
Williams Lake, B.C.**

Pages

1. CALL TO ORDER

(The meeting is scheduled to commence at 9:30 a.m.)

1.1 Adoption of Agenda

Corporate Vote - Unweighted

That the agenda be adopted as presented.

2. ADOPTION OF MINUTES

**2.1 Minutes of the Cariboo Chilcotin Regional Hospital District Board Meeting -
March 24, 2023**

3 - 5

Corporate Vote - Unweighted

That the minutes of the Cariboo Chilcotin Regional Hospital District Board meeting held March 24, 2023, be received and adopted.

3. DELEGATIONS/GUESTS

3.1 Memorandum of Business - Delegations

6 - 6

Corporate Vote - Unweighted

That the Delegations Memorandum of Business, as of April 14, 2023, be received.

4. REPORTS AND CORRESPONDENCE

4.1 CCRHD Quarterly Report Q1 2023

7 - 7

Corporate Vote - Unweighted

That the Healthcare Recruitment and Retention 2023 Quarter 1 Report,

provided by Amy Reid, Manager of Economic Development and Tourism, City of Quesnel, be received.

4.2 Foundation Partnership Grant Requests from the South Cariboo Health Foundation

8 - 17

AIS updated at late publishing.

Corporate Vote - Weighted

That the agenda item summary from Kevin Erickson, Chief Financial Officer, dated April 6, 2023, regarding a request by the South Cariboo Health Foundation to provide funding for the purchase of 3 Activac Machines for the 100 Mile House Hospital wound care clinic, by way of a Foundation Partnership Grant, be received. Further, that 40% (\$28,470.00) of the total estimated cost for the purchase of 3 Vacuum Assisted Closure Units by the South Cariboo Health Foundation be approved from the Cariboo Chilcotin Regional Hospital District Foundation Partnership Grants program.

5. ADJOURNMENT

Corporate Vote - Unweighted

That the meeting of the Cariboo Chilcotin Regional Hospital District Board be adjourned at TIME, April 14, 2023.



**CARIBOO CHILCOTIN
REGIONAL HOSPITAL DISTRICT
MINUTES**

March 24, 2023

9:30 a.m.

**Cariboo Regional District Board Room
Suite D - 180 Third Avenue North
Williams Lake, B.C.**

PRESENT: Chair A. Richmond, Vice-Chair M. Sjostrom, Director B. Bachmeier, Director J. Massier, Director M. Neufeld, Director M. LeBourdais, Director M. Wagner, Director J. Glassford, Director T. Pare, Director B. Anderson, Director E. de Vries, Director E. Coleman, Director R. Paull, Director S. Rathor, Director M. Pinkney, Director J. Smith

ABSENT: Director S. Forseth (for a portion of the meeting)

STAFF: B. Carruthers, Interim CAO, A. Johnston, Manager of Corporate Services/Deputy CAO, K. Erickson, Chief Financial Officer, G. Pinchbeck, Manager of Communications, C. Davis, Recording Secretary

1. CALL TO ORDER

1.1 Adoption of Agenda

Corporate Vote - Unweighted

CCH.2023-3-1

Moved Director Pinkney

Seconded Director Rathor

That the agenda be adopted as presented.

Carried

2. ADOPTION OF MINUTES

2.1 Minutes of the Cariboo Chilcotin Regional Hospital District Board Meeting - February 24, 2023

Corporate Vote - Unweighted

CCH.2023-3-2

Moved Director Glassford

Seconded Director Bachmeier

That the minutes of the Cariboo Chilcotin Regional Hospital District Board meeting held February 24, 2023, be received and adopted.

Carried

3. DELEGATIONS/GUESTS

3.1 Memorandum of Business - Delegations

Corporate Vote - Unweighted

CCH.2023-3-3

Moved Director Glassford

Seconded Director Massier

That the Delegations Memorandum of Business, as of March 24, 2023, be received.

Carried

4. REPORTS AND CORRESPONDENCE

4.1 Hospital Consent Calendar

Corporate Vote - Unweighted

CCH.2023-3-4

Moved Director LeBourdais

Seconded Vice-Chair Sjostrom

That the Cariboo Chilcotin Regional Hospital District consent calendar items, as of March 24, 2023, be received.

Carried

Director Forseth joined the meeting.

5. **ADJOURNMENT**

Corporate Vote - Unweighted

CCH.2023-3-5

Moved Director Glassford

Seconded Director Bachmeier

That the meeting of the Cariboo Chilcotin Regional Hospital District Board be adjourned at 9:43 a.m., March 24, 2023.

Carried

Chair

Manager of Corporate Services

**DELEGATIONS
MEMORANDUM OF BUSINESS**

Cariboo Chilcotin Regional Hospital District

April 14, 2023

Delegations	Scheduling Status
City of Quesnel / Beverlee Barr Consulting Beverlee Barr, BSc, RD Healthcare Recruitment Coordinator, Quesnel (Healthcare Recruitment and Retention)	11:30 a.m. June 2, 2023

Healthcare Recruitment and Retention Quarterly Reporting

Quarter 1 2023

Output	Jan	Feb	March	Number (YTD)	Notes
New contacts					
Physician	1	0	0	1	
Nurse/Technologist	0	0	0	0	
Allied Health	0	0	1	1	
Resident/Locum Student	1	1	1	3	
Community tours	2	0	0	2	
New arrivals					
Physician	1	0	1	2	
Nurse/Technologist	0	0	0	0	
Allied Health	1	0	0	1	
Resident/Locum/Student	1	0	1	2	
Housing support provided					
Physician	3	3	2	8	
Nurse/Technologist	1	0	0	1	
Allied Health	2	1	1	4	
Resident/Locum/Student	1	1	2	4	
Follow up contact					
Physician	1	1	3	5	
Nurse/Technologist	0	0	1	1	
Allied Health	1	1	2	4	
Resident/Locum/Student	0	0	0	0	
Year One Recognition					
Physician	1	1	1	3	
Allied Health	0	0	1	1	
Housewarming					
Physician	0	0	0	0	
Allied Health	0	0	0	0	
Meetings with NH Recruitment team	1	1	1	3	
Other	2	3	2	7	Career support, coffee club, group events
General inquiries rentals, landlord follow up, apartment maintenance and repairs.					



Date: 06/04/2023

To: Chair and Directors, Cariboo Chilcotin Regional Hospital District

And To: Brian Carruthers, Interim Chief Administrative Officer

From: Kevin Erickson, Chief Financial Officer

Date of Meeting: Cariboo Chilcotin Regional Hospital District_April14_2023

File: 1855-01

Short Summary:

Foundation Partnership Grant requests from the South Cariboo Health Foundation

Voting:

Corporate Vote - Weighted

Memorandum:

The South Cariboo Health Foundation has made two requests for Foundation Partnership Grants. Both requests have received Interior Health's support of the CCRHD participating in these purchases.

The requests made are for \$ 28,470.00 towards the Wound Care Clinic Project for the purchase of 3 vacuum assisted closure units and \$13,944 towards the purchase of a Lift and Stacking unit for the morgue. The total request amounting to \$42,414.00.

The Wound Care Clinic request was previously brought to the Board at its December 2, 2022, meeting. At that time no action was taken as the SCHF did not specify an amount being requested and the CCRHD's participation had not been endorsed by Interior Health.

Subsequent to their request for funding of the Lift and Stacking Unit, the South Cariboo Health Foundation has advised that confirmation pricing on the Unit came back \$2,000.00 over what was originally quoted. The Foundation is requesting the withdrawal of their request pending a review of the purchase at their April 20th, 2023, meeting.

Attachments:

October 8, 2022, SCHF Wound Care Clinic Foundation Partnership Grant Request

March 20, 2023, Email of Interior Health Support for Wound Care Clinic Participation

April 4, 2023, Email from R. Bullen Specifying Amounts Requested

March 23, 2023, SCHF Lift and Stacking Unit Foundation Partnership Grant Request

March 23, 2023, Interior Health Inquiry of CCRHD's participation in purchase of Lift & Stack Unit

Financial Implications:

\$100,000 has been budgeted in the 2023 Financial Plan for Foundation Partnership Grants. To date no other requests have been received providing sufficient funds to accommodate these requests.

Policy Implications:

The requests by the South Cariboo Health Foundation meets the spirit of the policy in that the equipment they are looking to purchase will not receive any funding from Interior Health. Further, the Foundation meets the criteria identified in the policy to receive a grant: they are a hospital-related foundation and their requests have been endorsed by Interior Health prior to submission. Also, as mentioned, to date no other applications have been received so equitable distribution of funds is not a consideration at this time.

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

1. Endorse the recommendation;
2. Receipt and other action;
3. Defer.

Recommendation:

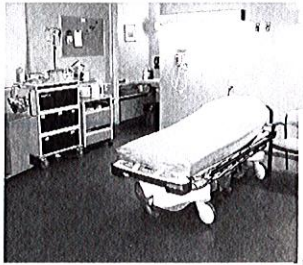
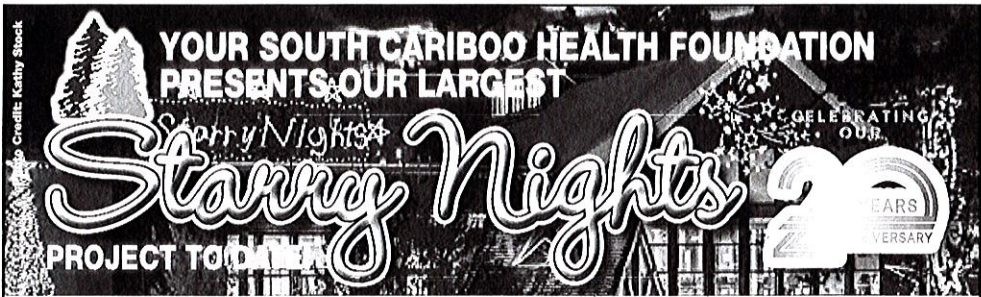
That the agenda item summary from Kevin Erickson, Chief Financial Officer, dated April 6, 2023, regarding a request by the South Cariboo Health Foundation to provide funding for the purchase of 3 Activac Machines for the 100 Mile House Hospital wound care clinic, by way of a Foundation Partnership Grant, be received. Further, that 40% (\$28,470.00) of the total estimated cost for the purchase of 3 Vacuum Assisted Closure Units by the South Cariboo Health Foundation be approved from the Cariboo Chilcotin Regional Hospital District Foundation Partnership Grants program.

Kevin Erickson

From: [REDACTED]
Sent: October 8, 2022 1:38 PM
To: Kevin Erickson
Subject: request for funding assistance
Attachments: 10397900_2022-10-04_14_59_14_proof2.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Kevin. Hope you are well. As you can see by this adv. the SCHF is embarking on our most ambitious fundraiser to celebrate our 20th anniversary. We would appreciate your assistance in bringing this forward to the CCRHD board for funding assistance. Thank-you. Chris Nickless, President of the SCHF.



WOUND CARE CLINIC

INCLUDING ROOM, RENOVATIONS, FURNISHINGS AND...

3 V•A•C THERAPY UNITS
TOTAL VALUE \$100,000

V•A•C

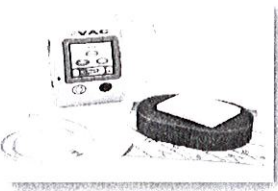
- VACUUM ASSISTED CLOSURE OF WOUNDS**
- VAC is a type of therapy to help wounds heal faster during treatment.
 - VAC decreases air pressure on the wound which helps wounds to heal.
 - VAC draws wound edges together and removes infectious materials.

HERE'S HOW V•A•C WORKS...

- The gauze dressing goes directly over the wound.
- An adhesive film covers and seals the dressing.
- A drainage tube leads from under the film and connects to the vacuum pump.
- V•A•C removes air pressure on the wound and removes harmful impurities from the wound.

V•A•C therapy provides an environment that promotes wound healing and is designed to help patients resume their activities of daily living while still receive proven wound healing benefits.

South Cariboo Health Foundation
Supporting a healthy community by keeping funding at home.



Be A HEALTH STAR

We're inviting you to participate in this special fundraising event by purchasing a 'Health Star' for **\$50.00** to be lit up at the front of the 100 Mile District General Hospital. Friday, November 18 at 7pm

To be a Health Star, please donate to: Bag 399, 100 Mile House, BC V0K 2E0 or drop off at the South Cariboo Health Desk (use rear entrance) or Call Brenda at 250-706-2101 or online @ southcariboohealth.com

Kevin Erickson

From: Munroe, Kathy <Kathy.Munroe@interiorhealth.ca>
Sent: March 20, 2023 3:51 PM
To: Kevin Erickson
Cc: Richard Bullen
Subject: Wound care clinic project at OMH

You don't often get email from kathy.munroe@interiorhealth.ca. [Learn why this is important](#)

Hi Kevin

I am writing to you to confirm that IH will not request any money from the CRD for the wound care clinic project. I understand the request has already been made by the SCHF for a 60/40 split.

Please let me know if you require any further information.

Thank you,

KATHY MUNROE
Manager, Administrative Operations
Hospitals and Communities Integrated Services (HCIS)
Interior Health Authority
555 Cedar Ave, 100 Mile House, BC V0K 2E0
Office: 250-395-7618 Cell: 250-706-8340
kathy.munroe@interiorhealth.ca www.interiorhealth.ca



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Kevin Erickson

From: Richard Bullen [REDACTED]
Sent: April 4, 2023 8:15 PM
To: Kevin Erickson
Subject: Re: South Cariboo Health Foundation Funding V.A.C.

Good morning kevin,

For the wound care care clinic we are asking for \$28,470 to help pay for the 3 activac machines and the foundation would pay the remaining \$42,711

We are also purchasing morgue lifting equipment and are asking the CCRD for \$13,940 with the foundation paying the remaining \$20,920

I hope this is what you needed.

Thank you for all your help.

Richard

On Tue, Apr 4, 2023 at 1:50 PM Kevin Erickson <kerickson@cariboord.ca> wrote:

Hi Richard:

The budget that this allocation would come out of has a hard cap of \$ 100,000.

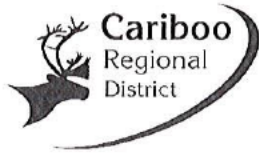
The Board will be looking for a specific amount .

Thanks,

Kevin Erickson CPA, CGA

Chief Financial Officer

kerickson@cariboord.ca



Cariboo Regional District

www.cariboord.ca

Suite D, 180 North 3rd Avenue

Williams Lake, BC V2G 2A4

Phone: 250-392-3351 Ext 203

Toll Free: 1-800-665-1636

Fax: 250-392-2812

From: Richard Bullen [REDACTED]
Sent: Tuesday, April 4, 2023 1:49 PM
To: Kevin Erickson <kerickson@cariboord.ca>
Subject: Re: South Cariboo Health Foundation Funding V.A.C.

Hello Kevin,

We are asking for 40 % finding.

Thank you for your consideration on this request.

Richard

On Tue, Apr 4, 2023 at 1:21 PM Kevin Erickson <kerickson@cariboord.ca> wrote:

Hi Richard:

As I am getting set to once more bring this to the Board at their meeting next Friday, I am wondering if you have a specific amount of funding to request.

Thanks,

Kevin Erickson CPA, CGA

Chief Financial Officer

kerickson@cariboord.ca

Kevin Erickson

From: Richard Bullen [REDACTED]
Sent: March 23, 2023 3:00 PM
To: Kevin Erickson
Cc: Munroe, Kathy
Subject: Re: OMH mortuary equipment

Follow Up Flag: Follow up
Flag Status: Flagged

Good Afternoon Kevin,

The South Cariboo Health Foundation is requesting funding assistance with a 60/40 split on the purchase of a lift and stacking unit for the hospital morgue at the 100 Mile House hospital. At present the morgue does not have the capacity to properly handle the deceased. The total cost of equipment would be \$34,860.
Thank you for your consideration of this request.

Richard Bullen
SCHF President

On Thu, Mar 23, 2023 at 10:32 AM Kevin Erickson <kerickson@cariboord.ca> wrote:

Hi Kathy:

I can take it to the Board. The next meeting here I will be able to get it on the agenda is April 14th. The request should come from the South Cariboo Hospital Foundation and again backed up with your assurance that Interior Health supports the CCRHD contributing to this project.

Thanks,

Kevin Erickson CPA, CGA

Chief Financial Officer

kerickson@cariboord.ca



Kevin Erickson

From: Munroe, Kathy <Kathy.Munroe@interiorhealth.ca>
Sent: March 23, 2023 10:27 AM
To: Kevin Erickson
Cc: Richard Bullen
Subject: OMH mortuary equipment

You don't often get email from kathy.munroe@interiorhealth.ca. [Learn why this is important](#)
Good Morning Kevin...

Would the CRD consider doing a 60/40 split with the SCHF for some much needed equipment in our morgue? We are looking to purchase a stacking unit along with the lift to add capacity to our morgue in 100 mile hospital. We continuously exceed capacity and would really like to get this equipment ASAP. At this moment our capacity is 4, the equipment we would like to purchase we would extend the capacity to 9.

The total cost of equipment would be \$34,860...

Please let me know if you require any further information.

If you are in agreement please let us know what you would need for us to proceed.

Cc: Richard Bullen (SCHF President)

Thank you,

KATHY MUNROE
Manager, Administrative Operations
Hospitals and Communities Integrated Services (HCIS)
Interior Health Authority
555 Cedar Ave, 100 Mile House, BC V0K 2E0
Office: 250-395-7618 Cell: 250-706-8340
kathy.munroe@interiorhealth.ca www.interiorhealth.ca



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