

Meeting of **Executive Management** held **25 July 2007** at **10:00 a.m.** Conference Room A - Administrative Office.

Present:

Louise Jones, Interim President and CEO
 Beverley Clarke, Chief Operating Officer
 Pat Coish-Snow, Chief Operating Officer (via conference call)
 Dr. Oscar Howell, Vice President
 Alice Kennedy, Chief Operating Officer
 Fay Matthews, Chief Operating Officer
 Wayne Miller – Senior Director
 Pat Pilgrim, Chief Operating Officer

Joyce Penney, Executive Assistant
 Susan Bonnell, Director Strategic Communications

Regrets

George Butt, Vice President
 Stephen Dodge, Vice President

		Action	Motion	Time Frame
1.	Approval of Minutes and Agenda			
	<p>Minutes of the previous meetings of 28 June 2007 and 9 July 2007 and 11 July 2007 were accepted as circulated. Minutes will be posted to the public folder.</p> <p>The following item was added to the agenda under Business Arising</p> <p>2.9 Executive Restructuring 2.10 Bristol Communications – Recovery Strategy</p>		Accepted	
2.	Business Arising			
2.1	Burin Radiology Update			
	<div data-bbox="172 1472 1102 1787" style="background-color: black; width: 100%; height: 150px; margin-bottom: 10px;"></div> <p>➤ Request from ATIPP An ATIPP request has been received requesting all information, e-mails, etc. on the Burin Radiology issue since January 2007. The parameters</p>			

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		Action	Motion	Time Frame
	needed in this regard. Louise Jones to discuss further to Stephen Dodge in this regard. It is imperative that Executive update the Board and present a focused need with the possibility of requesting that a consultant be engaged to do an analysis of what is required with respect to decision support system for an organization of this size. Information Management and Technology has a strategic plan and has ideas on moving forward, however it is hampered by fiscal and human resources.	Jones Dodge KIV for Board		
2.7	CEO's Meeting with Deputy Minister – 19 July 2007			
	<p>Louise Jones provided an update on her meeting with Deputy Minister Robert Thompson as follows:</p> <ul style="list-style-type: none"> ➤ There was discussion on the “rules of engagement” and an understanding of each others roles and the need to keep the Minister informed. However there must be processes established whereby information is requested through the Executive level within the organization and directed back through the Department of Health and Community Services. <p>Louise Jones went on to explain that the day-to-day communication of the organization is carried out between the CEO with Deputy Minister and the Board Chair links directly with the Minister. The organization must also strengthen its our communication processes by ensuring that a Vice President or Chief Operating Officer signs off on document that is forwarded to the Department of Health and Community Services. A formal policy will be developed n this regard and will need to be reinforced at the Director level.</p> <ul style="list-style-type: none"> ➤ There was brief discussion on the Transparency and Accountability Act and the Minister's accountability to the public for the health system, with a recognition that sometime there is will be cross over. ➤ Brief discussion on the Health Authorities Act and their request for feedback ➤ Brief discussion re Task Force on Adverse Health Events and sharing of information. 	Pilgrim Jones		