



PEACE RIVER REGIONAL DISTRICT

Health Care Scholarship Committee Meeting Agenda

October 1, 2020, 2:00 p.m.
1981 Alaska Avenue, Dawson Creek, BC

	Pages
1. Call to Order	
2. Directors' Notice of New Business	
3. Adoption of Agenda	
4. Gallery Comments or Questions	
5. Adoption of Minutes	
5.1 Health Care Scholarship Committee Draft Meeting Minutes of July 2, 2020	3
6. Business Arising from the Minutes	
6.1 Questions for Northern Health	
7. Delegations	
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13.	Adjournment	



PEACE RIVER REGIONAL DISTRICT

HEALTH CARE SCHOLARSHIP COMMITTEE MEETING MINUTES

DATE: Thursday, July 2, 2020

PLACE: Peace River Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Rose, Meeting Chair
Director Ackerman, Meeting Vice-Chair
Director Sperling
Director Bumstead

Staff

Teri Vetter, Chief Financial Officer
Kelsey Bates, Deputy Corporate Officer
Kori Elden, Executive Assistant/HR Generalist

1. **CALL TO ORDER:** The Deputy Corporate Officer called the meeting to order at 12:04 pm
2. **ELECTION OF CHAIR AND VICE CHAIR:** The Deputy Corporate Officer called for nominations for the Chair of the Health Care Scholarship Committee.

Director Sperling nominated Director Rose, who accepted the nomination.

MOVED Director Sperling, SECONDED Director Ackerman,
That the Health Care Scholarship Committee elect Director Rose as the Committee Chair.
CARRIED

The Deputy Corporate Officer called for nominations for the Vice-Chair of the Health Care Scholarship Committee.

Director Sperling nominated Director Ackerman, who accepted the nomination.

MOVED Director Sperling, SECONDED Director Rose,
That the Health Care Scholarship Committee elect Director Ackerman as the Committee Vice-Chair.
CARRIED
3. **DIRECTORS NOTICE OF NEW BUSINESS:** None.
4. **ADOPTION OF AGENDA:**
MOVED Director Bumstead, SECONDED Director Sperling,
That the Health Care Scholarship Committee Meeting Agenda for July 2, 2020 be adopted:
 1. **CALL TO ORDER:**
 2. **ELECTION OF CHAIR AND VICE CHAIR:**

(Continued on next page)

Adoption of Agenda
(continued)

3. DIRECTORS' NOTICE OF NEW BUSINESS:

4. ADOPTION OF AGENDA:

5. GALLERY COMMENTS OR QUESTIONS:

6. ADOPTION OF MINUTES:

6.1 Health Care Scholarship Draft Meeting Minutes of September 17, 2019

7. BUSINESS ARISING FROM THE MINUTES:

8. DELEGATIONS:

9. CORRESPONDENCE:

10. REPORTS:

10.1 PRRD/NHA Memorandum of Understanding – Health Care Scholarships

10.2 Return of Service – Requirement for all PRRD Health Care Scholarships

10.3 Subscription Statistics Report – PRRD Health Care Scholarship Program

11. NEW BUSINESS:

12. DIARY:

12.1 Diary Items

13. ITEMS FOR INFORMATION:

14. ADJOURNMENT:

CARRIED

5. GALLERY COMMENTS OR QUESTIONS: None.

6. ADOPTION OF MINUTES:

6.1 MOVED Director Bumstead, SECONDED Director Ackerman,
September 17, 2019- That the Health Care Scholarship Committee Meeting Minutes of September 17, 2019 be
HCSC Meeting Minutes adopted.

CARRIED

7. BUSINESS ARISING FROM THE MINUTES:

7.1 MOVED Director Bumstead, SECONDED Director Ackerman,
Northern That the Health Care Scholarship Committee recommend that the Regional Board add
Baccalaureate Nursing \$30,000 to the Health Care Scholarship program budget to incorporate a scholarship
Program specific to the Northern Baccalaureate Nursing Program.

CARRIED

8. DELEGATIONS: None.

9. CORRESPONDENCE: None.

10. REPORTS:

10.1 MOVED Director Bumstead, SECONDED Director Sperling,
June 22/20 - That the Health Care Scholarship Committee recommend that the Regional Board enter
PRRD/NHA into a Memorandum of Understanding (MOU) with Northern Health Authority for a
Memorandum of Understanding – period of five years, and a total annual contribution amount of \$55,000, for the
Health Care administration of the following PRRD Health Care Scholarships:

Scholarships

1. RN/RPN Return of Service Scholarship
2. Licensed Practical Nurse Scholarship
3. Technical Career Professional Development Scholarship
4. RN/RPN Professional Development Scholarship

Further, that the Chair and Chief Administrative Officer be authorized to sign the MOU on behalf of the PRRD.

DEFEATED

MOVED Director Sperling, SECONDED Director Ackerman,
That the Health Care Scholarship Committee recommend that the Regional Board enter into a Memorandum of Understanding (MOU) with Northern Health Authority, for a one year term - with eligibility for renewal for up to four additional one year terms, for a total annual contribution amount of \$55,000 for the following PRRD Health Care Scholarships:

1. RN/RPN Return of Service Scholarship
2. Licensed Practical Nurse Scholarship
3. Technical Career Professional Development Scholarship
4. RN/RPN Professional Development Scholarship

Further, that the Chair and Chief Administrative Officer be authorized to sign the MOU on behalf of the PRRD.

CARRIED

10.2
May 25/20, Return of
Service – Requirement
for all PRRD Health
Care Scholarships

MOVED Director Ackerman, SECONDED Director Sperling,
That the Health Care Scholarship Committee receive the report titled “Return of Service – Requirement for all PRRD Health Care Scholarships”, dated May 25, 2020, for discussion.

CARRIED

The Committee discussed future changes to the return of service requirements on PRRD Health Care Scholarships, such as a requirement for a number of hours worked in the region as opposed to obtaining full-time positions.

10.3
May 11/20,
Subscription Statistics
Reports – PRRD Health
Care Scholarship
Program

MOVED Director Ackerman, SECONDED Director Sperling,
That the Health Care Scholarship Committee invite the Northeast Health Services Delivery Area Chief Operating Officer, Angela De Smit, to attend all future Health Care Scholarship Committee meetings that are open to the public.

CARRIED

The Committee requested that a meeting be coordinated with representatives from the BC Nurses Union in advance of the September 3, 2020 Committee meeting to discuss attracting nurses to the region and promoting the RN/RPN scholarship, with emphasis on Part 2 of the scholarship.

11. DIARY:

No changes were made to the Diary.

12. NEW BUSINESS:

None.

13. COMMUNICATION:

None.

14. ADJOURNMENT: The Chair adjourned the meeting at 12:56 pm.

Director Rose, Meeting Chair

Kori Elden, Recorder



Naomi Barnes
9209-17th
Dawson Creek, BC
V1G 4A7

Email: Naomiulledal@hotmail.ca

PRRD Health Care Scholarship
Peace River Regional District
1981 Alaska Highway
Dawson Creek, BC
V1G 4H4

I am writing as a former student from Dawson Creek Secondary School (DCSS) to thank you for assisting my goals of pursuing a post-secondary education.

I am currently in the Medical Radiography Technology program at the College of New Caledonia to become an X-Ray Tech. I have always wanting to pursue a career in health care, because I find it heartwarming to know that I can help someone each day.

I am very thankful to be selected as the recipient. By awarding me the PRRD Health Care Scholarship, I may now focus more on the important aspects of my school studies and the growth of my career.

I greatly appreciate the aid that this scholarship has given me, I would like to thank everyone that is a part of the PRRD Health Care Scholarship. I intent to give back to others with my career in health care, and demonstrate that anyone can achieve their career goal, just as you have shown me.

With thanks and appreciation,

Naomi Barnes

To: Jill Rickert

I was awarded a Peace River Regional District Healthcare Scholarship and a Peace River Regional District Electoral Area "C" Scholarship. I was very honoured to be chosen to receive these awards, and I would like to thank you for these Scholarships. I appreciate it very much. I will be attending the College of New Caledonia, I will be taking the Access Pre Medical Radiography Technology program.



It was such
a thoughtful gesture.

Once again thank you so much

Sincerely,

Emily Fude





DIRECTOR REPORT

To: Health Care Scholarship Committee

Report Number: DR-HCSC-002

From: Director Dan Rose, Committee Chair

Date: September 9, 2020

Subject: Quarterly Health Care Scholarship Committee Meetings

PURPOSE / ISSUE:

To discuss scheduling quarterly Health Care Scholarship Committee (HCSC) meetings.

RECOMMENDATION / ACTION:

That the Health Care Scholarship Committee schedule permanent bi-annual committee meetings in January, to review statistics and discuss the budget, and October, to adjudicate the RN/RPN scholarship awards; further, that two additional bi-annual meetings be scheduled in April and July until such a time that the Committee is satisfied with the performance of the scholarship programs.

BACKGROUND/RATIONALE:

At the September 19, 2019 CSC Meeting, the following resolution passed

MOVED, SECONDED, and CARRIED

That the Regional Board request annual reporting from Northern Health, Northern Lights College and participating high schools outlining the 2018 (and 2019 if possible) subscription statistics for each scholarship in the Health Care Scholarship program; further,

That the subscription statistics report be provided to the Health Care Scholarship Committee in January of each year before budget considerations, including the number of applicants and amount of funds issued from each scholarship allocation category.

In addition to the requested meeting in January of each year, the Committee must also meet in September to adjudicate the RN/RPN applications – resulting in two necessary annual meetings.

At a lunch meeting with representatives from the BC Nurses Union on August 12, 2020, it was discussed that additional committee meetings would be beneficial to help promote and tailor the scholarships; resulting in the above recommendation for quarterly annual meetings, at least for the interim.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

Attachments:

1. HCSC Terms of Reference

Director: *Rose*

Acknowledged for Agenda by CAO: *Shawn Dahlen*

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Health Care Scholarship Committee Terms of Reference

1. Role of the Committee:

1.1 The roles of the Committee include, but are not limited to:

- a. Facilitating the distribution of grants to medical students;
- b. Implementing Board initiatives to recruit and retain health care professionals in the Peace River Region;
- c. Adjudicate RN/RPN health care scholarship applications, and other scholarships as necessary;
- d. Making health care related recommendations to the Board, including the expansion or reduction of scholarship program(s), as necessary;
- e. Managing the scholarship budget, as approved by the Board, to disperse funds to participants of various health care education programs.

2. Structure of the Health Care Scholarship Committee:

2.1 Members: The HCSC will consist of four (4) Board members, appointed by the Board, representing each area:

- a. A representative of a municipality in the South Peace;
- b. A representative of a municipality in the North Peace;
- c. An Electoral Area Director from the South Peace (Area D or E);
- d. An Electoral Area Director from the North Peace (Area B or C);
- e. The meetings will be chaired by a Committee member elected by the Committee participants on an annual basis at the first meeting of the calendar year;
- f. A Vice-Chair will be elected by the Committee participants, from current Committee members, on an annual basis;
- g. In the absence of the Chair, the Vice-Chair will chair the meetings;
- h. The Chair and/or Vice-Chair will be eligible to vote at all meetings;
- i. Appropriate Regional District staff person(s) – non-voting.

3. Meetings:

3.1 The Committee shall meet on an as needed basis and meetings can be requested by or through the Chief Administrative Officer by any member of the Committee;

3.2 Meetings will be open to the public, unless authorized to be closed as per Section 90 of the *Community Charter*;

3.3 Items for the regular agenda must be provided to Administration one (1) week prior to the scheduled meeting;

3.4 The PRRD Board will receive Committee meeting Minutes via the Board Consent Calendar.

4. Committee Organization

4.1 Quorum – at least 3 out of 4 members of the Committee;

4.2 Voting – all options and recommendations shall be determined by majority vote, with recommendations and options being forwarded to the Regional Board for consideration and action.

4.3 Tie votes will be defeated.

4.4 Any procedure not covered here will follow the PRRD Board Procedure Bylaw.

Date Committee Established		Board Resolution #	
Date TOR Approved by Board	June 14, 2018	Board Resolution #	RD/18/06/23
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	



DIRECTOR REPORT

To: Health Care Scholarship Committee

Report Number: DR-HCSC-003

From: Director Dan Rose, Committee Chair

Date: September 9, 2020

Subject: Survey for Nurses

PURPOSE / ISSUE:

To discuss developing a broad survey for nurses in the Peace River Region, regarding their needs and how to best maintain retention.

RECOMMENDATION / ACTION:

That the Health Care Scholarship Committee receive the report titled "Survey for Nurses, DR-HCSC-003," which suggests developing a broad survey for nurses in the Peace River Region, for discussion.

BACKGROUND/RATIONALE:

At the August 12, 2020 lunch meeting with Laura Baker, BC Nurses' Union (BCNU) representative, the following was discussed:

1. Having discussions with health care workers and the BC Nurses Union to help tailor the Health Care Scholarship Committee (HCSC) funding and fill the gaps.
2. How to market the scholarships.
3. The largest nursing retention issues, including:
 - a. Childcare affordability and access;
 - b. COVID-19;
 - c. Working conditions; and
 - d. Being short-staffed.
4. HCSC funding is flexible
 - a. Develop a broad survey to distribute to nurses in the area and determine their needs.

Ms. Baker offered to help the Committee by sharing the scholarship information and providing input into survey questions.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.



REPORT

To: Health Care Scholarship Committee

Report Number: ADM-HCSC-001

From: Kelsey Bates, Deputy Corporate Officer

Date: September 9, 2020

Subject: Notice of Closed Session – October 1, 2020

RECOMMENDATION: [Corporate Unweighted]

That the Health Care Scholarship Committee recess to a Closed Meeting for the purpose of discussing the following items:

Agenda Item 3.1 – Closed Meeting Minutes (CC Section 97(1)(b))

Agenda Item 5.1 – Awards – Personal Information (CC Section 90 (1)(b))

BACKGROUND/RATIONALE:

As per the Closed Meeting Process and Proactive Disclosure Policy.

ALTERNATIVE OPTIONS:

1. The Health Care Scholarship Committee may recess to a Closed Meeting to discuss whether or not the items proposed properly belong in a Closed Session. *Community Charter* Section 90(1)(n).

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Not applicable.

COMMUNICATIONS CONSIDERATION(S):

Not applicable.

OTHER CONSIDERATION(S):

Not applicable.



HEALTH CARE SCHOLARSHIP COMMITTEE DIARY

DIARY ITEMS

<u>Item</u>		<u>Status</u>	<u>Notes</u>	<u>Diarized</u>
1.	Regional Marketing		Recommended 2019 project – RFP to market the Peace River Regional District as an attractive place to come and work, not only to health care professionals but to a broader audience (marketing package); further, that the campaign be ready to start in February-March of 2019.	May 25, 2018



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