The Corporation of the Municipality of Red Lake

Community Health Care Committee
Governance Structure, Management and Operational Guidelines

Key Responsibilities

1. Medical Centre and Pharmacy Building
2. Recruitment and Retention of Health Care Staff
3. Affordable Housing for Seniors

Committee Composition

Municipality of Red Lake	3 Members	Mayor Councillor CAO
Industry	3 Members	Representation: Evolution Kinross West Red Lake
Red Lake Medical Associates	1 Member	1 Physician
RLMCMH	1 Member	CEO
Family Health Team	1 Member	Executive Director
Community at Large	2 Members	Appointed by Council

Total: 11 Members

The Committee will meet as required to become operational. After which, it is anticipated that the Committee will meet on a quarterly basis.

The Committee will remain autonomous from Council and Administration, and report to Council on a semiannual basis.

Council will continue to assume their leadership role for recruitment and retention of Medical Health Care Staff in order to meet community needs; and revisit the role of the Committee within a five year period.

Medical Centre and Pharmacy Building

Rationale

To operate the facilities in a manner that will meet the requirements and expectations of the owner (The Corporation of the Municipality of Red Lake); funders, tenants, public users, and a governance structure encompassing management and operational guidelines shall be established.

Governance Structure:

The CHCC as part of its mandate will work within this Governance model. The CHCC will include as required a report on the Future Medical Centre and Existing Medical Centre in their semi-annual report to Council. The following will be addressed in the report:

1. Building/Property
    - Condition
    - Issues addressed during the past year
    - Recommendations for the following year

2. Tenants
    - Satisfaction level of tenants
    - Issues addressed during the past year
    - Recommendations for the following year

3. Public Users
    - Satisfaction level of users
    - Issues addressed during the past year
    - Recommendations for the following year

4. Financial
    - Budget analysis for year – income vs expenditure
    - Recommend following year changes to budget

Management Structure:

Both facilities will be part of the Municipality's "Building Management Plan".

As a result, the Municipality's Facility Manager will ensure that both facilities are operated and cared for daily as per the guidelines of the "Building Management Plan".

The Facility manager will be asked to update the Committee as requested.

Notes:

It is expected that the Treasurer of the Municipality of Red Lake will be invited as a resource staff to meetings. In addition, other municipal resource staff will be invited as required.

The Mayor will appoint a member of the Community Health Care Committee to act as Committee Chairperson for a four (4) year term.

The Committee members may serve a four (4) year term and can be re-appointed for subsequent four (4) year term.

From time to time, the Governance Committee will require administrative assistance from the Municipality of Red Lake.

Operational Guidelines:

The guidelines will address issues surrounding the operation of the clinic. For example:

- Access/security procedures
- Safety issues
- Care and condition of facility
- Insurance
- "Who does what" issues:
    - Snow removal
    - Maintenance
- Depending on issues – who pays?
- Etc.

RECRUITMENT AND RETENTION

Support the recruitment efforts of the Family Health Team and Red Lake Margaret Cochenour Memorial Hospital.

AFFORDABLE HOUSING FOR SENIORS

Research and make recommendations to Council regarding Affordable Housing for Seniors.