

Co-operative Health Centre Community Clinic

110 - 8th Street East
Prince Albert, SK S6V 0V7
306-763-6464
Website: www.coophealth.com



57th ANNUAL REPORT 2018-2019

June 19, 2019 - 7:00 p.m.



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14. Financial Statements - attached to docket	

Greetings from:

- ❖ **City of Prince Albert**
- ❖ **Ministry of Health, Connected Care Service Branch – Tiffany Hewson, Project Manager/Program Consultant**

AGENDA

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. MINUTES OF THE 56th ANNUAL MEETING
4. BUSINESS ARISING FROM THE MINUTES
5. RATIFICATION OF COMMITTEES
 - Registration Committee
6. REPORTS:
 - Board of Director's Annual Report
 - Executive Director's Annual Report
 - Medical Director's Annual Report
 - Volunteer Foundation Annual Report
 - Auditor's Report & Financial Statement
 - Discussion of Reports
 - Adoption of Reports
7. BYLAWS
8. DIRECTOR NOMINATION AND ELECTION REPORT
 - Nomination Report
 - Introduction of Board Members
9. RESOLUTIONS
10. APPOINTMENT OF AUDITORS
11. AWARDS – DOOR PRIZE
12. ADJOURNMENT

MINUTES

110 – 8th Street East, Prince Albert, SK
Second Floor – Reception Area
56th ANNUAL MEETING
Wednesday – JUNE 20th, 2018
5:30 P.M.

IN ATTENDANCE: 25 MEMBERS, 4 GUESTS

Annual General Meeting Chairperson – Mo Choudhary

❖ Greetings from the City of Prince Albert – Councillor Terra Lennox-Zepp

Terra thanked the board for inviting her to bring greetings on behalf of the City of Prince Albert. She represents Ward 2, which encompasses the Health Centre location. Terra has also been a member of the Health Centre for the past 35 years so she has appreciated the excellent care first hand and the superior service model by putting the patients first. Terra thanked the board, physicians, management and staff for their service to the community.

❖ Greetings from Saskatchewan Health – Regrets

- 1. CALL TO ORDER
 - Annual meeting is called to order at 5:45 p.m.

- 2. ADOPTION OF AGENDA
Additions: None

MOTION: P. GAUDET / R. UHLIK
MOVE TO ADOPT THE AGENDA AS PRESENTED.

CARRIED.

- 3. MINUTES OF THE 55th ANNUAL MEETING
 - Minutes are in the AGM docket.

MOTION: L. FRANC-BEAURIVAGE / J. BEAR
MOVE TO ACCEPT THE MINUTES OF THE 55TH ANNUAL GENERAL MEETING AS PRESENTED.

CARRIED.

4. BUSINESS ARISING FROM THE MINUTES
 - None
5. RATIFICATION OF COMMITTEES
 - Registration Committee – Connie Dochylo / Trina Ferguson

MOTION: B. HOWELL / R. UHLIK
MOVE TO RATIFY THE REGISTRATION COMMITTEE.

CARRIED.

6. REPORTS:

- Board of Director's Annual Report - Mo Choudhary
 - The Board Chair report was included in the docket.
 - Mo touched on the roles and responsibilities of the board. The board members consist of various backgrounds and knowledge and we work as a group. There are challenges including retention and recruitment of board members but remain to focus on representing the members. Mo thanked the physicians, management, volunteers and support of the staff for making the Cooperative Health Centre a success.
- Executive Director's Annual Report – Renee Danylczuk
 - Renee's report was included in the docket. Renee reviewed highlights from her report and was pleased to report all the accomplishments that have been completed over the past year. Renee touched on the service changes, visiting physicians and specialists and statistics. Renee thanked the board, physicians, volunteers and staff for their support through-out the year.
- Medical Director's Annual Report – Dr. Leo Lanoie
 - Dr. Lanoie's report was included in the docket. Dr. Lanoie read his report to the membership.
- Auditor's Report & Financial Statement – Gordan Jahn
 - The financial statements as of March 31, 2018 were included in the AGM docket.

Gordon reviewed the independent auditors report, highlighted the statement of financial position and statement of operations reports with the membership. Gordon also discussed Schedule 1 – Schedule of Expenses.

- Discussion of Reports
 - Question was asked regarding the Ministry cutbacks?
The Executive Director responded – provincial budget, podiatry funds and decrease in physician funding.
- Adoption of Reports

MOTION: J. RYBINSKI / L. YEO

MOVE TO ADOPT THE BOARD OF DIRECTOR, EXECUTIVE DIRECTOR, MEDICAL DIRECTOR ANNUAL REPORTS AND THE AUDITORS REPORT AND FINANCIAL STATEMENT AS PRESENTED FOR THE YEAR ENDING MARCH 31, 2018.

CARRIED.

7. DIRECTOR NOMINATION AND ELECTION REPORT

- Nomination Process
Brian Howell gave a brief verbal report.
There was one board member resignation Gail Kenzle-Taylor. Will discuss further with the current board members regarding this vacancy.
Dennis Serfas has agreed to run another 3 year term and his nomination form is included in the docket.
Rob Uhlik has been elected for another 3 year term for staff representative.
There are no new nominations for board members at this time.

MOTION: DR. L. LANOIE / DR. G. OBRIGAVITCH

MOVE TO ACCEPT DENNIS SERFAS AND ROB UHLIK FOR AN ADDITIONAL 3 YEAR TERM.

CARRIED.

- Introduction of Board Members
Mo requested all the board members to stand and be acknowledged.

8. RESOLUTIONS

- The Board Remuneration Resolution document is included in your docket package.
- Lydia read the board remuneration resolution to the membership.
- No questions or concerns were raised.

MOTION: J. RYBINSKI / R. UHLIK

MOVE TO ACCEPT THE BOARD REMUNERATION RESOLUTION AS PRESENTED.

CARRIED.

9. BYLAWS – Lydia Franc- Beaurivage

- Two bylaw documents were included in the AGM docket for review.
 - Explanation of the Proposed Bylaw Amendments
 - Proposed Bylaw Amendments
 - Lydia went through a powerpoint presentation on the proposed bylaw changes. Lydia recognized the bylaw committee members Gail Kenzle-Taylor, Lena Yeo and Betty Bauhuis for all their work in preparing the proposed bylaw amendments and powerpoint presentation.
- No questions or concerns were raised.

MOTION: J. BEAR / D. SERFAS

MOVE THAT IT BE RESOLVED THAT THE BYLAW AMENDMENTS AS PRESENTED IN THE BYLAWS OF THE COOPERATIVE HEALTH CENTRE DATED JUNE 20TH, 2018 BE APPROVED.

CARRIED.

10. APPOINTMENT OF AUDITORS

MOTION: D. SERFAS / DR. V. PAREKH

MOVE THAT WE CONTINUE WITH MEYERS NORRIS PENNY FOR AUDIT SERVICES FOR THE NEXT YEAR 2018/2019.

CARRIED.

Door Prize Draws

- Gift Bag – Dr. Parekh
- Gift Cards \$75.00 – Vicki LaRose

11. ADJOURNMENT by Brian Howell at 6:45 p.m.

**BOARD MEMBER
TERM EXPIRES**

2019

- Mohammed Choudhary
- Lydia Franc-Beaurivage
- JoAnn Perkins

2020

- Joe Rybinski
- Brian Howell
- Lena Yeo
- Dr. G. Obrigavitch, Physician Representative

2021

- Dennis Serfas
- Rob Uhlik, Staff Representative

VISION, MISSION, VALUES

BOARD ENDS

First Priority End -

All Clients have timely access to appropriate services regardless of social and financial situations and medical or physical condition.

Second Priority End -

Clients demonstrate healthy lifestyles throughout their life span.

Clients are able to maintain independence in their homes as long as reasonably possible.

Clients are educated and mentors in comprehensive health care.

Clients with chronic disease work in partnership with their caregivers to better manage their illness.

Third Priority End -

Clients take responsibility to manage their health.

Clients and their families are active participants in health care

Clients have the knowledge, skills and tools to manage their health.

Clients model preventative health strategies.

Clients enhance their health by contributing to the community.

Vision: Empowered people living life to the fullest.

Mission: To engage people in building a healthy community through teamwork and partnerships.

Our Core Values: Courageous, Committed, Nurturing, Growing and Caring with Integrity.

AGM Chair Report

On behalf of the Board of Directors of the Prince Albert Co-operative Health Centre, I am pleased to welcome you to the 57th Annual General Meeting.

In December of 2017, the Saskatchewan Health Authority released a new framework for the delivery of health care to the citizens of Saskatchewan. The focus has not changed, but is better defined. The care is to be patient centered, community designed and team delivered. The document refers to “pockets of success”. I believe we are one of those pockets. Fifty- seven years ago during the 1962 health care crisis, Dr. Hjertaas and community members proceeded to establish a framework for delivery of health care to all regardless of financial standing or race. Growth and change, hard work and perseverance of this framework has been continuous.

It is evident that the Co-operative Health Centre has strived to meet the challenges of changing needs of the community. We are at the forefront of health care delivery, continuing to ensure we empower people to healthier living. Our greatest strength lies in our management and staff who have a strong commitment to working together to provide the best overall health care to our members and cliental. I would like to recognize our staff at the clinic. Whether you are meeting face to face, assisting on the phone, assisting with rides, or do any number of back office maintenance rolls, your contribution is vital. Thank you.

The physicians, since clinic inception, have been a great support in assisting the administrative and support staff in meeting the challenges and changes. This collaborative effort, focus and dedication ensures the Co-operative Health Centre will continue to be successful. On behalf of the Board, the members, the clients, the administration, the staff I thank you.

As you know, our Executive Director has been enticed by freedom fifty-five. She is bringing to a close her remarkable career as a leader. Her leadership team has focused on best practices, fiscal responsibility, strong teamwork, and professional respect as cornerstones of the center. Over the last nine years, she has enhanced the facility by renovations and updates of equipment, taken the initiative and embraced opportunities for change, and met seemingly impossible obstacles. I could go on with my personal appreciation, but I know there will be a formal farewell. I want to express gratitude to Renee from all of us for the impact she has made. Thank you Renee.

There will be changes to your current Board members as retirements come and terms are completed. However, the old and the new will continue to provide the best governance they can.

Finally, I wish to reveal what I believe is the common denominator in the clinics success. It is the feeling of family. Together we have achieved much and have an amazing future.

Thank you.

Respectfully, *Lena Yeo*, Board Chair





KEY RESOURCES:

Annual Budget: \$7,821,290.00

Members: 3135

Physicians: 10.4 FTE

Staff: 110 - (Full time=48, Part-time=18, Casual=44)

Total # of FTE's: 62.88 and 7 Out of Scope

Volunteers: 20

Practicum Placements: 21

Medical Students: 15



The Co-operative Health Centre's key initiatives and goals are focused on ensuring coordination and integration of health service delivery that are consistent and in alignment with the vision, goals and direction of the Saskatchewan Ministry of Health and the Prince Albert Cooperative Board of Directors Ends policies and are guided by the needs of the community served,

We are dedicated to delivering responsive, integrated and efficient health services that put the patient first and helps people achieve their best possible health by promoting healthy choices and responsible self-care.

The organization is in a constant state of change as we develop and implement strategies and processes to:

- Continue to be a leader in the delivery of the Primary Health Care model of service delivery and team based care;
- Expand and enhance current programs and services through innovative and alternative service delivery approaches which are focused on positive health outcomes, improved access and opportunities to meet community and client needs;
- Identify opportunities to integrate and enhance current mental health and addictions services into primary health care;
- Enhance health promotion and disease/injury prevention activities to help people make healthy choices and create a healthier community;
- Coordinate health services, case management and communication between providers;
- Implement quality improvement initiatives for program and service monitoring, evaluation, data analysis;
- Discover creative solutions to manage human resource challenges; and
- Staff and Patient Safety

Physician Services

Physician services are provided through a contract with the Prince Albert Community Clinic. This is a group of physicians who through a partnership provide services to the Co-operative Health Centre and other community organizations. The health centre is funded by the Ministry of health for 10.4 Full Time Equivalent (FTE) physicians.

The health centre management and staff enjoy a good working relationship with the physicians group and work closely together to achieve our goals in the delivery of health services.

The FTE includes contracted physicians to provide services to the harm reduction program on site, two days a month to the Ahtakakoop harm reduction program and services to the community of Canwood which is supported by the Nurse practitioner. The Cooperative Health Centre leases building spaces in Canwood and provides staffing. Services to the community include Whispering Pines Nursing Home.

Specialists and Surgeons

There are a number of visiting specialists and surgeons who utilize the Health Centre for the provision of health services. There were 1604 clients who received services from these providers.

Stroke Prevention Clinic –Supported by Dr. Voll, Neurologist from RUH, Stroke Prevention Clinic and consists of a bi-monthly stroke clinic.

Respirologist Clinic –Supported by Dr. Skomro, Respirologist, from the University of Saskatchewan Division of Respirology, Critical Care and Sleep Medicine. There were 10 clinics held via onsite visits or telehealth. With support from his colleagues, Dr. Skomro has been designated for the interpretation of the Full PFTs which the Health Centre implemented June 2018.

Endoscopy Procedures – Endoscopy procedures are performed in the minor surgery department by nine surgeons Dr. Friesen, Dr. Royeppen, Dr. Olsen, Dr. Pillay, Dr. O'Carroll, Dr. Mabadeje, Dr. Grobler, Dr. Lumb and Dr. Hunter. In addition to endoscopies these surgeons also perform other minor surgery procedures.

The number of endoscopy procedures remains consistent from year to year. There were a total of 1018 procedures performed. Of the total endoscopies completed 350 were contracted and funded by the SHA for the 2nd year in a row.

The Prince Albert Co-operative Health Centre Minor Surgery operating room facilities and nursing staff were used as a Direct Observation of Procedural Skills (DOPS) assessment site for the second year in a row as a facility of choice by the Screening Program for Colorectal Cancer Saskatchewan Cancer Agency.

Horizon Consulting – Laurence Thompson - Laurence Thompson, Horizon Strategies Consulting (horizonstrategies.ca) was contracted January 2019 to conduct an operational review and strategic planning, focusing on program evaluation and measurement; provide an outside perspective to the services delivered by the PACHC and support the development of capacity in the PACHC to develop its own program models and indicators for monitoring, reporting, and assessing its services and their outcomes.

The goal of this ongoing initiative is to improve data collection, analysis, and program evaluation to demonstrate alignment with the provincial funding mandate, link reporting to Board Ends, and develop a focused approach to outcome measurement.

Primary Health Care Framework

We continue to develop the Primary Health Care framework to provide timely access and improved case management for clients with complex needs and chronic disease through team based care, the integration of services to meet the health needs of our clients and optimizing resources.

Outcomes of these initiatives will improve client care by working with and supporting clients with chronic disease to build confidence in disease self-management while being supported by a cohesive interdisciplinary primary health care team.

Chronic Disease Management Streams

We are making progress in achieving our goal to create program, service and CDM streams for all services that clearly identify the team of providers, roles, resources, client flow, follow-up and ongoing monitoring and supports, standardized care and best practice linkages. Throughout the year work continued to focus on establishing four streams which include COPD, Mental Health, Diabetes and seniors.

Foot Care has been a long standing service provided by the nursing department. This was an area that was reviewed and enhanced over the year. The diabetic CDM Stream is now supported through the foot screening initiative for all diabetic patients using foot care services in Minor Surgery. Over 200 clients received foot care screens using the Inlow's Diabetic foot screening tool. In addition to foot screening for the regular foot care clients the PHC Nurse completes annual foot screenings for the non-foot care clients in collaboration with the physicians.

EMR Tool Development

We are committed to optimizing the use and capabilities of the EMR and continues to be a key activity. The goals of this work is to establish a method to gather and share information regarding patient/client care, service and treatment; to clearly identify individual goals and outcomes; standardize care and assessment processes, and monitor and evaluate service provided across the organization.

Health Promotion and Prevention

A key activity is health promotion, disease prevention and empowerment of the clients. As of September 2018 we have two trained Live Well with Chronic Conditions facilitators who offered the first LWCC class in March of 2019.

Number of Education Events	28
Number of participants	117

A client education resource area was set up in 2018-19 and includes a number of anatomical teaching models. Anatomical teaching models have also been provided in physiotherapy and respiratory therapy areas. Two education stations/displays are set up to showcase various health promotion and prevention topics on a monthly basis.

Respect in the Workplace- Respect Group Inc.

The health centre adopted the Respect in the Workplace (RiW) training for board members, physicians and staff. The project was initiated January 2019 and to date there are 89 individuals who are now respect certified. This represents 75% of the total Board members, physicians and active staff. The remaining 25% are casuals or employee who are currently on leave. This training has been established as a standard baseline training for the organization on an ongoing basis.

Website Redesign – The website was redesigned and launched September 2018. The new site is user friendly, showcases programs and services offered by the health centre, includes community resources and an avenue for client feedback. www.coophealth.com

Partnerships

As a Primary Health Care clinic we recognize the value of partnerships with community organizations and the Saskatchewan Health Authority to meet client's need, building knowledge of external agencies and services/supports provided. This includes working with the Sask. Cancer Agency for Quality Improvement in Endoscopy and working with Sask. TB to be a lab collection site for northern Saskatchewan.

Representatives of the Health Centre are members of regional committees including, PAPHRs lab utilization, infection control and diabetic wound care committees. Managers and providers liaise with community and regional programs and services. Specialized services such as respiratory therapy are provided to surrounding communities including Spiritwood, Shellbrook, Canwood and Sturgeon Lake.

Program and service delivery provided in cooperation with the SHA includes the Endoscopy Program, Mobile Lab, Full Pulmonary Function Testing and the Methadone Recovery program.

The Health Centre nursing/ minor surgery department works collaboratively with the Saskatchewan Health Authority ambulatory care department to assist with IV therapy and transfusions that are complex, ongoing and time consuming, freeing up time and space at the hospital for other procedures and treatments.

Research Project

We hosted a research study conducted by the University of Saskatchewan **“Collaborating with Saskatchewan Patients to Measure Empowerment and Improve eHealth Engagement - Phase One”**.

A Physician Resident conducted the Research Project **“Experiences and Barriers to Accessing Harm Reduction Services and Opiate Replacement Therapy in a Regional Centre”**.

Observation Research Project – Led by Dr. Chad Nilson, Social Researcher and Program Evaluator, Living Skies Centre for Social Inquiry Living Skies as a research strategist regarding the HIV Health Promotion initiative administered by the Prince Albert Metis Women’s Association. One of the tasks was to identify human service-based opportunities and challenges pertaining to HIV prevention, intervention and treatment. The project team met with staff to learn first-hand, the different working environments surrounding vulnerable individuals and families in our community. The team will analyze their observations to help inform development of our resources, training materials, and a new line of capacity building opportunities (e.g. training, outreach, workshops) that will help human service organizations increase their ability to contribute towards HIV/AIDS intervention and prevention.

It has been a productive year and the organization’s successes and accomplishments would not be possible without the board of directors, physicians, leadership team, staff, and volunteers that provide and support services to meet the needs of the clients and community served.

2019-20 will be a time of change for the health centre as I leave the organization in the fall and a new Executive Director leads the organization into the future. I have enjoyed being a part of this organization over the past 9 plus years and working with many dedicated and loyal people. I know the health centre will continue to evolve to meet and overcome any future challenges as it has over the last 57 years.

I wish the health centre many more years of success and accomplishments as a leader in health care.

Respectfully,
Renee Danylozuk
Executive Director

Appendix 1: PACHC Student Practicums

PACHC hosted 21 students this year including 15 medical students from the following programs:

- ❖ University of Saskatchewan College of Medicine and Physical Therapy
- ❖ Saskatchewan Polytechnic – The Collaborative Nurse Practitioner Program, Psychiatric Nursing Program and Office Administration
- ❖ Southern Alberta Institute of Technology– Respiratory Therapy Program

Affiliations and Partnerships:

- ❖ Health Care Cooperatives Federation of Canada
- ❖ Saskatchewan Cooperatives Association
- ❖ Federation of Medical Women of Canada – Pap Campaign Prevention & Awareness Program
- ❖ Saskatchewan Alzheimer’s Society - First Link Program
- ❖ 3S Health
- ❖ University of Saskatchewan Division of Respiriology, Critical Care and Sleep Medicine
- ❖ Royal University Hospital – Stoke Prevention Clinic
- ❖ Saskatoon St. Paul’s Chronic Kidney Disease Outreach Program
- ❖ Canwood and District Health Services Co-operative
- ❖ CO-OP Pharmacy – leased space
- ❖ College of Pulmonary Standards of Alberta
- ❖ YWCA
- ❖ Prince Albert Community Alcohol Strategy Steering Committee
- ❖ Family Futures
- ❖ Food Bank
- ❖ SOS Safety Magazine – sossafetymagazine.com

Saskatchewan Health Authority

TB Clinic – leased space

Methadone Recovery Program – SHA funded

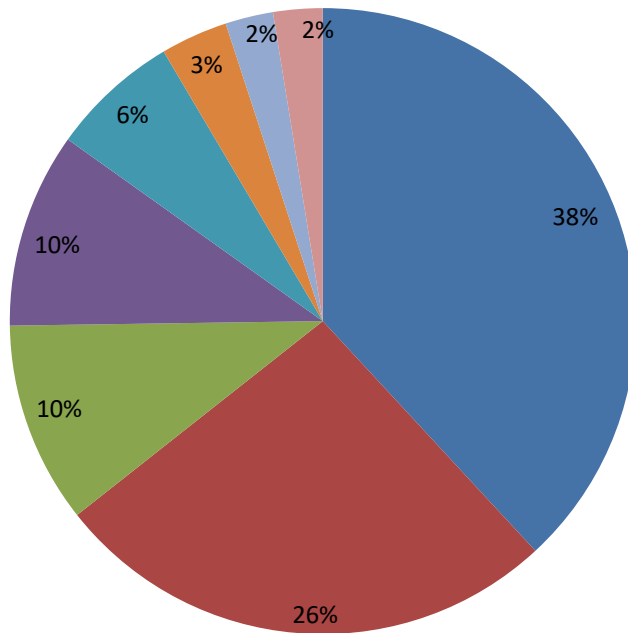
Endoscopy Program – SHA purchase of 350 procedures

Saskatchewan Cancer Agency

Home Care, Fit Life Program, Diabetes Centre, Live Well Program, Access Place,
Detox Centre, Mental Health

Appendix 2: PACHC Total Number of Appointments

- Physicians, Nurse Practitioner - 29,979
- Lab Tests - 20644
- Client Services - 8183
- Minor Surgery, Specialists, Nursing Services , Immunizations - 7932
- Harm Reduction Services - 5237
- Transportation - 2727
- Physiotherapy - 1944
- Respiratory Therapy - 2005



Note:

Client Services includes: Adult Support Worker, Community Health Workers, Dietitian, Mental Health Therapist and Primary Health Care Provider.

Numbers do not include Canwood.

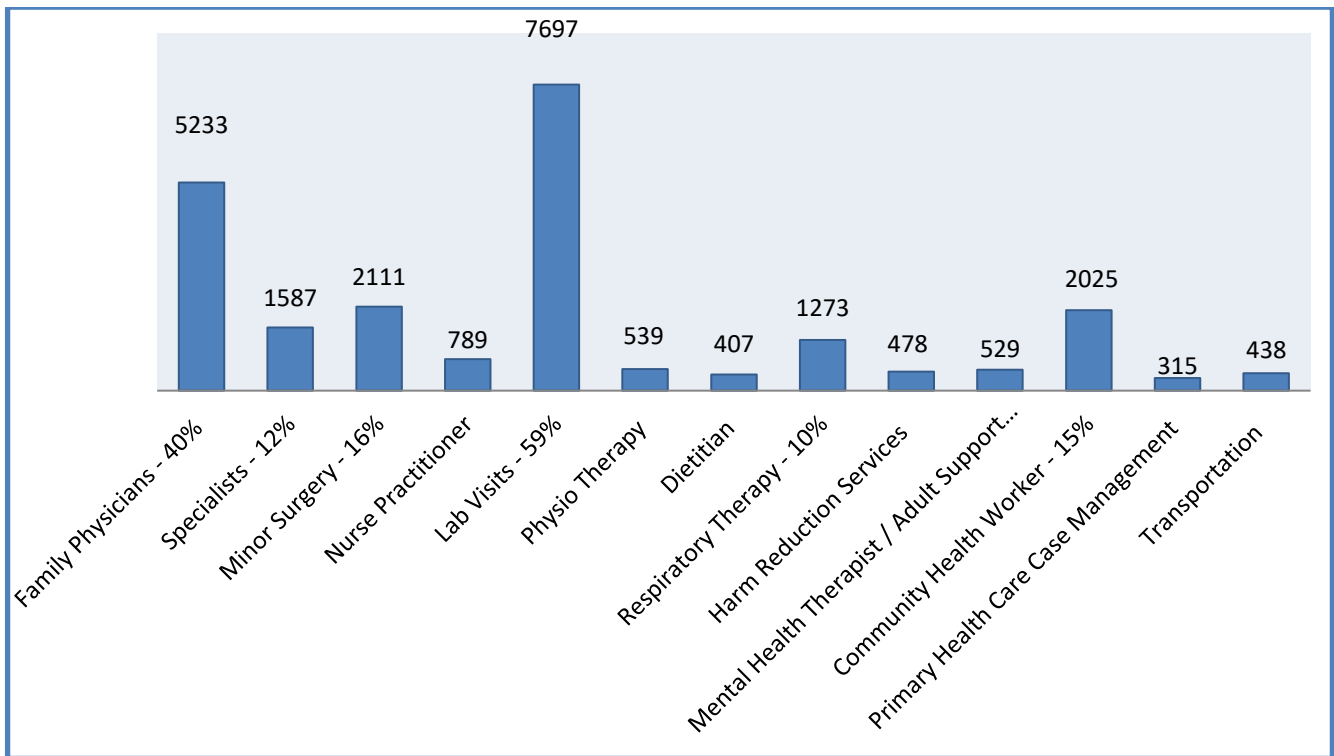
Service provided by Dr. Voll, Dr. Skomro, Stroke Clinic; Podiatry April - June 2017 are not included in the above information.

Total Number of Appointments / Services provided by Provider = 83,907

Appendix 3: PACHC DISCRETE COUNT BY PROVIDER

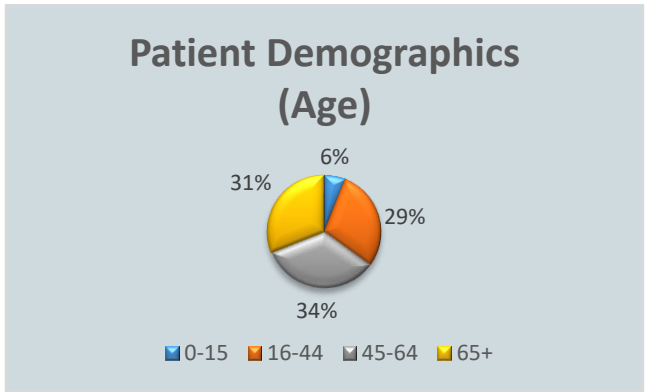
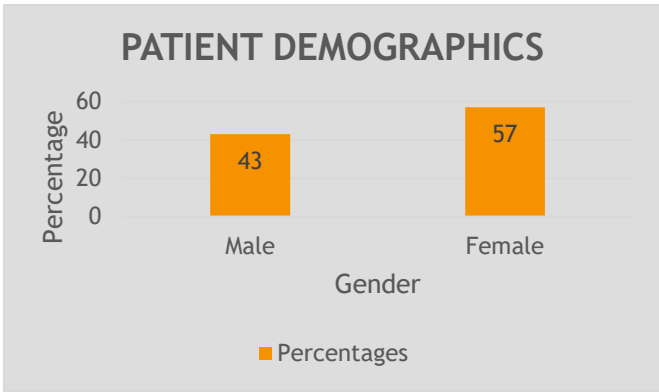
Total Discrete Count All Providers = 13,115

The total discrete count increased by 95 individuals over the prior year with an increase of 161 clients over the past 2 years



Note:

The discrete count of each provider service is defined as the number of different patients receiving at least one service from the individual provider in a year. Numbers do not include Canwood.



Appendix 4:

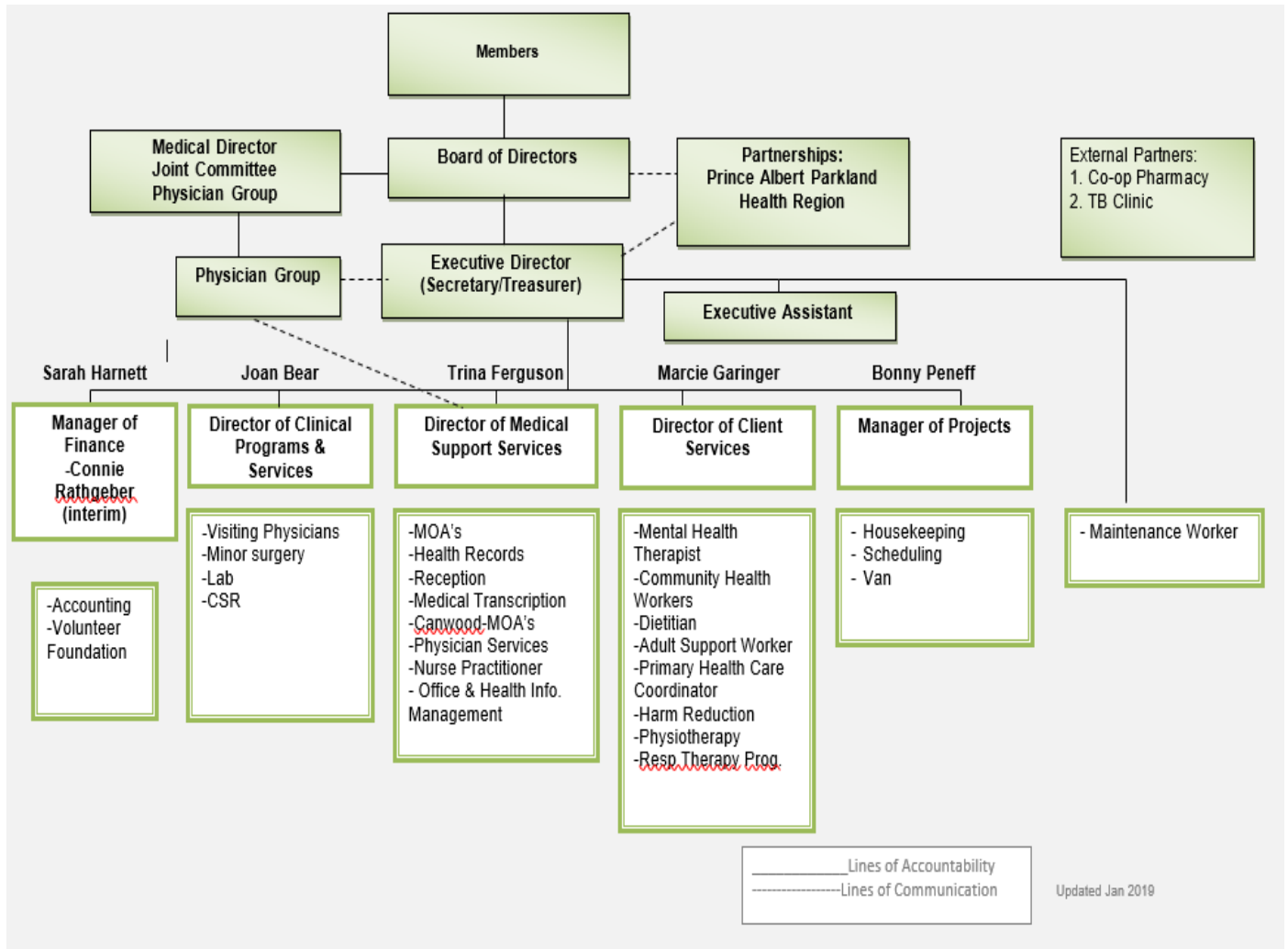
PRACTITIONERS, PROGRAMS, SERVICES

- Family Physicians and Nurse Practitioners
- Physical Therapy Services
- Community Respiratory Therapy Program
- Mental Health Therapy
- Registered Dietitian
- Primary Health Care Case Management
- Chronic Disease Management
- Community Health Workers
- Purchasing/ Sterile Processing
- Administration
- Environmental Service Workers
- Finance
- Health Info. Support Services
- Health Records
- Maintenance
- Medical Office Assistants
- Nursing Services
- Lab Services

TB Clinic – Saskatchewan Health Authority – Leased Space
CO-OP Pharmacy – Leased space
Canwood Clinic

<h3>Nursing Services</h3> <ul style="list-style-type: none">- Foot care- IV Therapy- Immunizations- Injections- Dressing changes- Nursing Procedures	<h3>Diagnostics</h3> <ul style="list-style-type: none">- Laboratory Services- Mobile Lab- ABI – Ankle Brachial Index- ECG- 24 hr. blood pressure and holter monitor- Full pulmonary function testing
<h3>Wellness and Client Support Programs</h3> <ul style="list-style-type: none">- Education Events and Support Groups- Seniors Community Kitchens- Seniors Socialization and Mobility- Counselling- Social Services Application and form completion- Volunteer Services- Transportation	<h3>Specialized Clinic and Programs</h3> <ul style="list-style-type: none">- Pain Clinic- Methadone Recovery Program- Respiriology Clinic – visiting Respirologist- Stoke Prevention Clinic – visiting Neurologist- Endoscopy Procedures – visiting surgeons

ORGANIZATIONAL CHART



LEADERSHIP TEAM

Executive Director Renee Danylczuk
 Executive Assistant Connie Dochylo
 Director of Clinical Programs & Services Joan Bear
 Director of Medical Support Services Trina Ferguson
 Director of Client Services Marcie Garinger
 Manager of Projects Bonny Peneff
 Manager of Finance Sarah Harnett & Connie Rathgeber (Interim)



Another year has come and gone, the thirty first since I first came to the Cooperative Health Centre for a one -year locum in 1988. It was then that I decided that this was the place where I wanted to practice medicine, and in 1991 I returned for good. I have never regretted that decision.

A lot of things have changed in thirty years, and change is always painful. We lost our visiting nurse program many years ago. In recent years we lost our X-ray unit. When I first came we had an orthopedic surgeon and an urologist. Almost every morning started in X-ray injecting patients for intravenous pyelograms (IVP) – a procedure that is now obsolete. And having a bone surgeon on staff meant we did a lot of X-Rays. The day came when both surgeons were retired the number of X-rays done in our clinic trickled down to almost nothing. Then the unit grew old and needed replacing. Spending that much money for so little return made no sense and the painful decision had to be made. Some of us still grieve the loss, but it was a necessary loss.

Very positive things have happened too. Our new nursing department (minor surgery) is the envy of the city's medical community. The Harm Reduction suite has made providing that service much more efficient.

We continue to attract medical students and residents. Two former residents, Drs. Mira Pavan and Heather Ferguson will become part of our physician team later this summer. Dr. Rotimi Kolawale has joined our part time staff and provides addiction and pain management care. Drs Robertson and Rossouw also provide a day a week in the Harm Reduction Clinic, Two of our part time physicians, Dr Collins Egbujuo and Dr Uche Nwadike have relocated as has Dr. Ishak, one of our family physicians. Our full time physician staff, Drs. Balingit, Ekpenike, Obrigavitch, Owonikoko, Parekh, Van Heerden and Veith, continue to provide care to our patients. Dr Crawford, long since retired, continues to provide Addiction Medicine care at Ahtahkakoop and Whitefish First Nations.

This fall we will be saying good-bye to Renee, our manager. In my thirty year tenure I have known five managers, some good, some very good. As a medical group our assessment of Renee is that she has been very good and we are sad to see her go. We will continue to support her successor and trust that with the help of a supportive Board, the new manager will be able to do as good a job a Renee has.

**Leo O. Lanoie, MD, MPH,
Medical Director**

PRINCE ALBERT COMMUNITY CLINIC PHYSICIANS

GENERAL PRACTICE

- Dr. J. Balingit
- Dr. F. Ishak
- Dr. L. Lanoie
- Dr. G. Obrigavitch
- Dr. V. Parekh
- Dr. S. Veith
- Dr. M. van Heerden
- Dr. O. Owonikoko
- Dr. B. Ekpenike

ASSOCIATE PARTNERS

- Dr. D. Crawford
- Dr. R. Kolawole
- Dr. F. Rossouw
- Dr. N. Roberstson
- Dr. C. Egbujuo
- Dr. U. Nwadike

VISITING PHYSICIANS

- Dr. R. Friesen
- Dr. V. Olsen
- Dr. E. Royeppen
- Dr. Skomro, Respiriologist from Saskatoon
- Dr. K. Lumb
- Dr. R. O'Carroll
- Dr. Mabadeje
- Dr. Grobler
- Dr. Y. Pillay
- Dr. C. Voll, Neurologist from Saskatoon



Co-operative Health Centre Volunteers' Foundation

At the beginning of the year, the Volunteers once again, obtained a grant from New Horizons for Seniors. This grant provided for four events that showcase and recognize senior volunteers and were also times of recruitment of new volunteers. Three of these events were pancake breakfasts in collaboration with the Seniors Heritage Centre and were attended by close to 200 people. We always sell tickets on our current raffle at these breakfasts and do quite well with sales. This year we had three licensed 50/50 raffles and one unlicensed raffle. The fourth event pertaining to the grant was in appreciation of our CHC volunteers with a meal, socializing and some very nice door prizes.

The Volunteers had a number of yard sales and barbeques starting in May and continuing until late fall. The last sale was on Oct. 17 and was mainly fresh, organic vegetables grown and donated by one of our volunteers. We find these sales and barbeques are not only a fundraising event but also give the many seniors in the area something to do. We always set out plenty of chairs and often have visitors that enjoy the opportunity to get out.

At the end of November, we held the 5th Annual Christmas Extravaganza sale at the Union Centre. We had 30 tables available for rent and sold food and refreshments from the kitchen.

In addition to fundraising, some of our volunteers provide friendly visiting services to CHC clients in hospital and at home and do errands and shopping for those no longer able to do their own. As well, the Foundation gratefully receives donations, memorial gifts, charitable bequests or gifts from an estate.

It is the belief of the Co-operative Health Centre Volunteers' Foundation that volunteerism enhances the quality of life for both client and volunteer.

Submitted by,
Nadine Locke, Volunteer Coordinator



**Prince Albert Co-operative Health Centre
Board of Directors
Proposed Bylaw Revisions
June 4, 2019**

Bylaw No.14

These bylaws to be deleted:

- (a) The Board of Directors shall consist of a minimum number of seven (7) and a maximum of nine (9) member patrons elected to the Board of Directors subject to the provisions set forth in bylaws No. 14b and No. 23.
- (b) The Board of Directors shall consist of a maximum of nine (9) member patrons, one (1) of whom shall be determined by the Prince Albert Community Medical Group, one (1) of whom shall be determined by the Co-operative Health Centre General Staff, and seven (7) of whom shall be elected from the general membership. Should no one be determined from the Prince Albert Community Clinic Medical Group or the Co-operative Health Centre General Staff, the position may be filled by electing a member from the general membership.

The above bylaws shall be replaced by the following:

Bylaw No. 14 (New)

The Board of Directors shall consist of a minimum of seven (7) and a maximum of nine (9) member patrons elected from the general membership to the Board of Directors subject to the provisions set forth in Bylaw No. 23.

Red highlighted portions to be deleted.

Green highlighted portions to be added.

Bylaw No. 17

Where there is a vacancy on the Board of Directors, the remaining directors may fill the vacancy, subject to the qualification provisions of **Bylaw No.14 [b] and** Bylaw No. 23 until the next annual meeting.

Bylaw No. 23

In addition to the qualifications set out in the Act, nominees and directors shall have the following qualifications.

- (a) have been a member of the Co-operative since the year end preceding the closing date for nominations.
- (b) not be involved in legal proceedings against the Co-operative in the previous **two (2) years.**
- (c) not be a spouse **or a common law spouse** of a person involved in legal proceedings against the Co-operative in the previous **two (2) years.**
- (d) not be a director or employee of a business selling competitive products or services except as a representative of the Co-operative.

In addition to Bylaw No. 23

- (e) must reside within the geographic service area of one hundred (100) kilometers of the Co-operative.
- (f) not be an employee or an individual under contract with the Co-operative within **two (2) years** of the closing date for nominations.

BOARD MEMBER NOMINATION



Margaret Boettcher

BOARD MEMBER NOMINATION FORM

CONFIDENTIAL

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Name: Margaret Boettcher

Address: RR 1, Christopher Lake

Postal Code: S0J 0N0

Occupation: Retired E-mail Address: boettcher44@gmail.com

Phone: Day 306 989 4536 Evening: _____

Fax: _____ Cell: 306 9605818

Please provide information about yourself and your organizational affiliations, if any, as requested below.

1. Education and/or Professional Accreditations:
 - a. LPN
2. Personal Skills and Strengths:
 - a. Strong interpersonal relationship skills
 - b. Communicator
 - c. Team builder
3. Special Interests:
 - a. Improving accessibility to services for my community
4. Volunteer Work: Service Clubs; Other Community Organizations
 - a. 30 plus years on Credit Union Boards
 - b. Helping Hands Boards
 - c. Community Club executive





Please include CV/Resume along with this Nomination For:

Prince Albert Co-operative Health Centre Board of Directors:

Describe the contribution you plan to make toward the work of the Co-operative Health Centre Board of Directors:

- 1. Promote community knowledge of the services offered
- 2. Liaison between board and community
- 3. Acquire knowledge necessary to fulfill my role

Expectations of the Directors of The Co-operative Health Centre are as follows:

A. Attend Meetings:

- 1. Regular Board meetings on the first Tuesday of each month, excluding July and August: meetings are generally three hours duration, commencing with supper at 5:00 p.m.
- 2. Annual General Meeting in June.
- 3. Board of Directors meeting is required within fifteen (15) days of the Annual General Meeting (AGM). Current practice is to have this initial meeting immediately following the AGM.
- 4. Approximately three (3) special Board sessions (i.e., Policy Review, Strategic Direction Planning, Board Education); are generally four to five (4-5) hours duration.
- 5. Directors are expected to contribute to the meetings by reviewing information prior to the meetings.

B. Commit to professional development by attend educational courses and conferences as required to ensure the Board of Directors is knowledgeable and competent in carrying out their responsibilities and duties.

C. Commit to keeping informed on current issues and trends relevant to the community health sector.

I understand and I am willing to fulfill these expectations to the best of my ability.

Signature: M. Bortchev Date: April 15 2019





Jeff Finch

BOARD MEMBER NOMINATION FORM

CONFIDENTIAL

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Name: Jeff Finch

Address: RR4, Site 9, Comp. 19 Prince Albert, Sask. S6V 5R2

Occupation: Retired Human Resource Executive

E-mail Address: jdf@sasktel.net

Phone: Day 306-929-2480

Cell: 306-960-8630

Please provide information about yourself and your organizational affiliations, if any, as requested below.

1. Education and/or Professional Accreditations:
2. Personal Skills and Strengths:
3. Special Interests:
4. Volunteer Work: Service Clubs; Other Community Organizations

Grade 12 Education, OHC Level 1 & 2, Train the Trainer, Strategic Planning, Competencies,

My career included: 40 plus years of Co-operative experience at the Lake Country (formerly Prince Albert) Co-operative. 1974 - 1979 Furniture Clerk, 1980 - 2007 Furniture Manager, 2007 - 2017 Human Resources Manager, 2017 - 2018 Human Resources Director. Retiring June 2018.

I have a clear understanding between operations and governance and have participated and facilitated Strategic Planning sessions for Lake Country Co-op at Employee, Management and governance level. I understand and appreciate co-operative values.

Please include CV/Resume along with this Nomination Form.

Prince Albert Co-operative Health Centre Board of Directors:



Describe the contribution you plan to make toward the work of the Co-operative Health Centre Board of Directors:

I am offering relevant experience to the governance structure of the Health Centre Board of Directors to assist with strategic planning, policy development and fiscal and management accountability. I understand that the Board meetings focus on governance responsibilities and operations are the responsibility of the Executive Director.

The Co-operative Health Centre Board of Director's schedule is as follows:

1. Regular Board meetings on the first Tuesday of each month, excluding July and August: meetings are generally three hours duration, commencing with supper at 5:00 p.m.
2. Annual General Meeting in June.
3. Board of Directors meeting is required within fifteen (15) days of the Annual General Meeting (AGM). Current practice is to have this initial meeting immediately following the AGM.
4. Approximately three (3) special Board sessions (i.e., Policy Review, Strategic Direction Planning, Board Education); are generally four to five (4-5) hours duration.

Are you able and willing to commit to this schedule? I am prepared to commit to the meeting schedule subject to being able to participate by teleconference from Arizona for the Jan. Feb. and March meetings.

Signature: Jeff Finch

Date: April 18, 2019



Lydia Franc-Beaurivage

BOARD MEMBER NOMINATION FORM

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Name: Lydia Franc-Beaurivage
 Address: 550-21 Street West Prince Albert Sk
 Postal Code: S6V 4T6
 Occupation: Manager Pile E-mail Address: l.beaurivage@sasktel.net
 Phone: Day 306-314-9229 Evening: 306-314-9229
 Fax: N/A Cell: same as above

Please provide information about yourself and your organizational affiliations, if any, as requested below.

1. Education and/or Professional Accreditations:
2. Personal Skills and Strengths:
3. Special Interests:
4. Volunteer Work: Service Clubs; Other Community Organizations

Please include CV/Resume along with this Nomination Form.

Prince Albert Co-operative Health Centre Board of Directors:

Describe the contribution you plan to make toward the work of the Co-operative Health Centre Board of Directors:

Continue to participate as an active board member/leader
& promote CHC as the leader in Primary Health Care
in community & other agencies
Continue to contribute to the effective operation as a
governance board & provide leadership / skills as
applicable / appropriate.



The Co-operative Health Centre Board of Director's schedule is as follows:

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4. Approximately three (3) special Board sessions (i.e., Policy Review, Strategic Direction Planning, Board Education); are generally four to five (4-5) hours duration.

Are you able and willing to commit to this schedule? yes

Signature: [Signature] Date: Mar 20/19

RESUME

Lydia Franc Beurivage

550 – 21 Street West, Prince Albert, Saskatchewan S6V 4J6
 Cell 314-9229; Fax 763-2998
 Email: l.beurivage@sasktel.net

Employment Experience:

Prince Albert Parkland Health Region/Saskatchewan Health Authority 2014 – present

Prince Albert, Saskatchewan

EMR/Primary Health Care Manager

Responsibilities:

PHC Clinic Management: Hafford; Blaine Lake; Big River; Shellbrook & Candle Lake

Acting Regional PHC Director – December 1 2017 – December 31 2018

Management & Support for Med Access Electronic Medical Record system throughout region sites & programs.

Prince Albert Parkland Health Region

2004 – 2014

Prince Albert, Saskatchewan

Manager, Community and Primary Health Development

Responsibilities

Primary Health Care Team Development Facilitator for region sites/programs

2004 – 2008 Manager of Acquired Brain Injury Program

Prince Albert Parkland Health Region

1998 – 2004

Prince Albert, Saskatchewan

Coordinator, Community Development

Responsibilities:

Responsible for all aspects of planning, implementing and monitoring Community Development initiatives within the Prince Albert Parkland Health Region..

Prince Albert Health District

1993 – 1998

Prince Albert, Saskatchewan

Director of Community Development, Communications & Health Promotion

Responsibilities:

Development of Community Development, Communications and & Health Promotion Departments

Managed transition of Public Health Services to Health District.

Professional Facilitation Consulting

2003 – present

Business Name: LFBaurivage Consulting

Cooperative Health Centre Prince Albert, Saskatchewan <i>Executive Director</i>	1993
Saskatoon Cancer Clinic Saskatoon, Saskatchewan <i>Radiological Therapeutic Technologist</i>	1981
Regina Cancer Clinic Regina, Saskatchewan <i>Radiological Therapeutic Technologist</i>	1980

E D U C A T I O N :

Lean Leadership Program <i>LILT Manger Certificate</i>	2017
Technology of Participation Facilitator Program Institute of Cultural Affairs Canada <i>Professional TOP Facilitator Certificate</i>	2011
University of Saskatchewan, College of Commerce Saskatoon, Saskatchewan <i>Health Care Administration Certificate</i>	1991
Saskatoon Cancer Clinic/Kelsey Technical Institute Saskatoon, Saskatchewan <i>Radiological Therapeutic Technologist Certificate</i>	1979
Carlton Comprehensive High School Saskatoon, Saskatchewan <i>Grade 12</i>	1977
<i>Additional Education:</i>	
Leadership Development Program University of Saskatchewan, Saskatoon, SK.	2009
Saskatchewan Institute for Health Leadership University of Regina, Saskatchewan <i>Health Leadership Certificate</i>	2005
Sask. Learning - Human Service Integration Forum Saskatoon, Saskatchewan <i>Integrative Wraparound Trainer Certificate</i>	2003

Saskatchewan Justice, Mediation Services Saskatoon/Regina, Saskatchewan <i>Mediation Certificate</i> <i>Resolving Conflict Constructively;</i> <i>Lead by Example</i> <i>Mediation</i>	2002
Saskatchewan Association Health Organization Regina, Saskatchewan <i>Achieve Global Leadership Trainer Certificate</i>	2001
Canadian Cooperative Institute Montebello, Quebec <i>Cooperative Management Certificate</i>	1993

A W A R D S :

Saskatchewan Health Excellence Award Community Development
2002



Jo-Ann Perkins

BOARD MEMBER NOMINATION FORM

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Name: Jo Ann Perkins
 Address: RR2, Site 4, Box 129 Prince Albert, SK.
 Postal Code: S6V 5P9
 Occupation: RN - Long Term Care Placement Coordinator E-mail Address: _____
 Phone: Day 306-765-6004 Evening: 306-929-4988
 Fax: _____ Cell: 306-930-9428

Please provide information about yourself and your organizational affiliations, if any, as requested below.

1. Education and/or Professional Accreditations:
2. Personal Skills and Strengths:
3. Special Interests:
4. Volunteer Work: Service Clubs; Other Community Organizations

Please include CV/Resume along with this Nomination Form.

Prince Albert Co-operative Health Centre Board of Directors:

Describe the contribution you plan to make toward the work of the Co-operative Health Centre Board of Directors:

As a previous employee - working with a multidisciplinary team and practising wholist care, I understand the philosophy of the PACHC. I have been a board member for 7 years working together towards the Primary Health Care model.



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B. Commit to professional development by attend educational courses and conferences as required to ensure the Board of Directors is knowledgeable and competent in carrying out their responsibilities and duties.

C. Commit to keeping informed on current issues and trends relevant to the community health sector.

I understand and I am willing to fulfill these expectations to the best of my ability.

Signature: *J. Rekin* Date: 16 April 19

JO-ANN PERKINS

RR #2, Site 4, Box 129 Prince Albert, Sask. S6V 5P9
306-930-9428
rjperk@sasktel.net

EXPERIENCE

MAY 2008-PRESENT

PRINCE ALBERT HOME CARE

R.N./ASSESSOR/LTC PLACEMENT COORDINATOR

I worked in the Victoria Hospital for Home Care providing discharge planning for 2 years. Since then I have been the LTC Placement Coordinator for the former PAPHR, responsible for placing clients in an appropriate Special Care Home and maintaining the statistical data as required.

PRINCE ALBERT COOPERATIVE HEALTH CENTRE

BOARD MEMBER

Participated as a member and as Co-Chair for 7 years. Currently filling a term position.

1989-2008

PRINCE ALBERT COOPERATIVE HEALTH CENTRE

R.N.

Primarily in the Visiting Nurse program including Palliative Care and also worked in Minor Surgery and with the physicians at the desk. I participated in Joint Job as well as contract negotiations.

1984-1989

VICTORIA HOSPITAL/HERB BASSETT HOME

R.N.

My first job was working in the Herb Bassett Home (Long Term Care) and then the Pediatric Ward on Level 3. I worked with children who required one to one care and accompanied them if they were sent to Saskatoon along with regular nursing duties.

1985-1987

PARKLAND AMBULANCE

R.N. AND EMT

Transfers to Saskatoon as both an R.N. and E.M.T. (Emergency Medical Technician). I also participated in the on call system as an E.M.T.

EDUCATION

JUNE 1983
DIPLOMA IN NURSING, KELSEY INSTITUTE

JUNE 1981
GRADE 12, W.P. SANDIN HIGH SCHOOL, SHELLBROOK

1978-1980
Successfully complete the theoretical and practical exams for Grade 6, 7 and 8 piano Royal Conservatory Of Music in piano.

ACTIVITIES

Volunteer with the PAPHPCA (Prince Albert & Parkland Hospice Palliative Care Association).
Volunteer with Winding Trails Horse Club as a member and on the executive.



Craig Thebaud

BOARD MEMBER NOMINATION FORM

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Name: Craig Thebaud

Address: 14 23rd Street East, Prince Albert

Postal Code: S6V 1P3

Occupation: Organizer

E-mail Address: craigthebaud@sasktel.net

Phone: Home 306 764 0194

Cell (preferred) 306 221 6792

Please provide information about yourself and your organizational affiliations, if any, as requested below.

1. Education and/or Professional Accreditations:
2. Personal Skills and Strengths:
3. Special Interests:
4. Volunteer Work: Service Clubs; Other Community Organizations

Please include CV/Resume along with this Nomination Form.

Prince Albert Co-operative Health Centre Board of Directors:

Describe the contribution you plan to make toward the work of the Co-operative Health Centre Board of Directors:

Ideally, I would like to see the Co-operative's services expanded. I understand the current issues with funding cuts and believe to accomplish this goal we need to ensure that our members believe our model is the best model for delivering their health care needs and then to have the public more generally desire our model.



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Are you able and willing to commit to this schedule? Yes, I am.

Signature:  Date: 11 April 2019

Curriculum Vitae

Education

Bachelor of Arts – University of Saskatchewan

Convocated 2007 with a major in Political Studies

Personal Skills and Strengths

Extremely familiar with rules of order and parliamentary procedure

Creative thinker and problem solver

Collaborative and prefer working in groups

Strategic and believe in long term planning

Sound political instincts

United Food and Commercial Workers

Became a member of local 1400 in 2003 when I began working at the Saskatoon Co-op; I became a shop steward in 2003 and sat on different committees of the local union; I was elected as a Vice-President of the local in 2007; I represented the local on the Saskatoon & District Labour council as a Member at Large, Treasurer and 1st Vice-President; I represented the local on the Prince Albert & District Labour Council as the President; Represented Saskatchewan young workers on the Saskatchewan Federation of Labour's Executive Council; Represented UFCW Saskatchewan on the SFL Executive Council; In 2009 and 2010 I worked for the local as a full time Union Organizer; From 2012 until 2017 I was employed by the local as a full time Union Representative:

As an employee of UFCW I formed unions in formerly non-union work places, dealt with the grievance procedure, providing picket line support, conducted collective bargaining activities, conducted arbitration processes, prosecuted members who crossed a picket line, was responsible for increasing member engagement and ran membership meetings.

New Democratic Party

Volunteered during election campaigns; Sat on executives of riding and constituency associations 2004 until present as various positions including Treasurer, Secretary and President; Sat on the provincial executive of the Saskatchewan NDP as the President of the Youth Wing; currently sit on the Federal Council of the NDP; in 2011 I was a full time employee of the federal NDP and then the provincial NDP as an organizer; I have acted as a campaign manager in Saskatchewan, British Columbia, Alberta and Ontario and filled numerous other paid roles on election campaigns.

My duties with the NDP included forming riding/constituency associations, fundraising, filing required paperwork, creating budgets, managing budgets, selling memberships, canvassing door to door, increasing member and public engagement, purchasing advertising, hiring and managing staff members.

Volunteer work, Service Clubs and Community Organizations

Heart of Youth Pow Wow – 2017 to present

I was on the organizing committee. The group created a Pow Wow for students in the Prince Albert area to replace the School Board Pow Wow formerly put on until government budget cuts forced them to cancel. The committee raised money through sponsorships and grants, organized the Pow Wow and promoted the event.

Prince Albert Whisky Jacks Rugby Club – 2018 to 2019

I sat as the Secretary for our Rugby team.

Terra Housing Co-op – 2009 through 2010

While I lived in Terra Housing Co-op I sat on policy and procedure committee and took minutes at general membership meetings.

Eastview Community Association (Saskatoon)– 2004 through 2007

I was elected Rink Co-ordinator for the Alvin Buckwold school rink. I was responsible for ensuring the ice was put in and maintained at the rink as well as ensuring the warm up shack was maintained. As part of the Community Association executive we were responsible for putting on basketball, soccer and many other community programs for youth and adults. We also provided input on city policies and neighbourhood concerns. The association put out a quarterly newsletter through volunteers and organized a large membership drive each year.