

**Minutes of the Public Meeting of the Board of Directors  
Tuesday, February 24, 2015, at 1:30 p.m.  
Memorial Civic Centre, Campbellton, N.B.**

(Original version signed and archived)

**Present:**

Paul F. Couturier (Chairman)	Gabriel Godin (Vice-Chairman)
Christian Mercier	Philippe Ferguson
Lester Young	Sonia A. Roy
Rita Godbout	Paulette Sonier-Rioux
Donald Thériault	Roger Doiron
Anne C. Soucie	Adélard Cormier

Jean Castonguay, President and Chief Executive Officer, ex-officio member  
Dr. France Desrosiers, Regional Chief of Staff, ex officio member  
Linda Sunderland, Chairperson of the Professional Advisory Committee, ex-officio member

**Senior managers present:**

Richard Losier, Chief Operating Officer, Zone 1B (Beauséjour)  
Jacques Duclos, Chief Operating Officer, Zone 5 (Restigouche)  
Gisèle Beaulieu, Chief Operating Officer, Zone 4 (Northwest)  
Stéphane Legacy, Chief Operating Officer, Zone 6 (Acadie-Bathurst)  
Alain Béchar, Vice-President, Finance

**Absent:** Bonnie Mae Martin

**Excused:** Tracy Peters

**Recording secretary:** Sonia Haché-Lanteigne

**1. Call to order**

The Chairman of the Board of Directors welcomed the participants and called the meeting to order at 1:30 p.m.

**2. Constitution of quorum and notice of meeting**

The meeting was duly called and quorum was achieved.

**3. Approval of the agenda**

**MOTION 2015/02/24-01P**

It was moved by Christian Mercier, seconded by Sonia A. Roy, that the Board of Directors approve the agenda as presented.

**Motion carried unanimously.**

**4. Declaration of potential conflicts of interest**

Anne Soucie reported a conflict of interest. When Dr. France Desrosiers will present her report, she will abstain as her son is one of the physicians who will be nominated.

**5. Approval of the minutes of the November 25, 2014 meeting**

**MOTION 2015/02/24-02P**

It was moved by Philippe Ferguson, seconded by Lester Young, that the Board of Directors approve the minutes of the November 25, 2014 meeting as read.

**Motion carried unanimously.**

**6. Business arising from the minutes**

Nothing to report.

**7. Report by the President and CEO**

Jean Castonguay presented the President and CEO's report. The following issues were raised:

- Organizational performance – inpatient and outpatient surveys;
- Organizational performance – scorecard;
- Regional Health and Business Plan 2015-2018;
- Strategic planning for Vitalité Health Network;
- 2015-2016 capital budget;
- New programs, services, and infrastructures;
- Relationships with our partners and community agencies – recent meetings.

A question was raised regarding the clinical services plan. As far as the position of the Department of Health is concerned, it was inquired whether the Board had any guarantee that the Department would respect the directions adopted and not impose a direction shared with Horizon and other stakeholders. It was pointed out that the *Regional Health Authorities Act* holds the Department responsible for developing a provincial plan and hence requires the two regional health authorities to plan how they will deliver services to meet the population's needs. It was also explained that the clinical services planning process takes place every three to five years. The Regional Health and Business Plan reflects the broad strategic directions.

Following the presentation given by the President and CEO, explaining the clinical services strategic planning exercise, Adélarde Cormier stated that considering that the clinical services strategic planning exercise is a continuing process that will be ongoing in the beginning of fiscal year 2015-2016, he moved that delivery of health care services to the population by Vitalité Health Network continue and that these health care services be provided in accordance with the Network's Regional Health and Business Plan.

**MOTION 2015/02/24-03P**

It was moved by Adélarde Cormier, seconded by Philippe Ferguson, that the Board of Directors approve that the delivery of health care services to the population by Vitalité Health Network continue and that these health care services be provided in accordance with the Network's Regional Health and Business Plan 2015-2018.

**Motion carried unanimously.**

**MOTION 2015/02/24-04P**

It was moved by Lester Young, seconded by Donald Thériault, that the Board of Directors approve the President and CEO's report as presented.

**Motion carried unanimously.**

**8. Committee reports**

**8.1 Executive Committee**

Paul Couturier presented the reports of the December 2, 2014 and January 23, 2015 meetings of the Executive Committee. The following issues were raised:

- Exchange to take stock of the situation since the President and CEO's arrival;
- Common concerns of senior managers at the last meeting of the Board of Directors;
- Government announcements on strategic program review;
- Meeting schedule of the Board of Directors and its committees.

**MOTION 2015/02/24-05P**

It was moved by Sonia A. Roy, seconded by Philippe Ferguson, that the Board of Directors approve the reports of the December 2, 2014 and January 23, 2015 meetings of the Executive Committee as presented.

**Motion carried unanimously.**

**8.2 Governance and Nomination Committee**

Anne Soucie presented the report of the January 22, 2015 meeting of the Governance and Nomination Committee. The following issues were raised:

- Training of Board of Directors members;
- 2014-2015 work plan;
- Plan to update Board policies;
- Policies and procedures:
  - CA-135 Code of Conduct for Members;
  - CA-215 Remuneration of Members (motion 2015/01/22-03GMC);
  - CA-310 Executive Committee (motion 2015/01/22-04GMC);
  - CA-320 Governance and Nomination Committee (motion 2015/01/22-05GMC).

**MOTION 2015/02/24-06P**

It was moved by Anne Soucie, seconded by Donald Thériault, that the Board of Directors adopt motions 2015/01/22-03GMC, 2015/01/22-04GMC, and 2015/01/22-05GMC.

**Motion carried unanimously.**

**MOTION 2015/02/24-07P**

It was moved by Anne Soucie, seconded by Paulette Sonier-Rioux, that the Board of Directors approve the report of the January 22, 2015 meeting of the Governance and Nomination Committee as presented.

**Motion carried unanimously.**

### **8.3 Finance and Audit Committee**

Philippe Ferguson presented the report on the February 17, 2015 meeting of the Finance and Audit Committee. The following issues were raised:

- Presentation of the 2014-2015 audit plan (motion 2015/02/17-02FV);
- Capital equipment budget for 2015-2016 (motion 2015/02/17-04FV);
- Campbellton Emergency Department renovation project (motion 2015/02/17-05FV);
- Financial statements dated January 2015 (motion 2015/02/17-06FV);
- Approval of increases in the 2014-2015 budget (motion 2015/02/17-07FV);
- Lines of credit for National Bank MasterCard credit cards (motion 2015/02/17-09FV).

#### **MOTION 2015/02/24-08P**

It was moved by Philippe Ferguson, seconded by Donald Thériault, that the Board of Directors endorse motions 2015/02/17-02FV, 2015/02/17-04FV, 2015/02/17-05FV, 2015/02/17-06FV, 2015/02/17-07FV, and 2015/02/17-09FV.

**Motion carried unanimously.**

#### **MOTION 2015/02/24-09P**

It was moved by Philippe Ferguson, seconded by Rita Godbout, that the Board of Directors approve the report on the February 17, 2015 meeting of the Finance and Audit Committee as presented.

**Motion carried unanimously.**

### **8.4 Quality and Risk Management Committee**

Anne Soucie presented the report on the January 12, 2015 meeting of the Quality and Risk Management Committee. The following issues were raised:

- Accreditation Canada;
- Information note - Ontario Laboratory Accreditation (OLA);
- Quality scorecard;
- Information note – Ebola Virus Disease;
- Information note – Surveys by the Office of the Auditor General of New Brunswick (OAG);
- Periodical medical examination;
- Report on requests for access to information;
- Report on complaints related to official languages;
- Report on incidents/complaints related to privacy;
- Complaint report for the first and second quarters;
- Monthly incident report Oct./Nov. 2014;
- Report on outstanding legal actions and claims;
- Patient satisfaction survey – November 2014;
- 2014-2015 Regional Quality Plan;
- 2014-2015 Regional Primary Health Care Plan.

**MOTION 2015/02/24-10P**

It was moved by Anne Soucie, seconded by Lester Young, that the Board of Directors approve the report of the January 12, 2015 meeting of the Quality and Risk Management Committee as presented.

**Motion carried unanimously.**

**8.5 Regional Medical Advisory Committee**

Dr. France Desrosiers presented a proposal of appointment from the Regional Medical Advisory Committee dated February 3, 2015.

**MOTION 2015/02/24-11P**

It was moved by Donald Thériault, seconded by Christian Mercier, that the Board of Directors endorse the appointment of Dr. François Soucie from Zone 4 as voting member of the RMAC.

**Motion carried unanimously.  
One member abstained: Anne Soucie.**

**8.6 Professional Advisory Committee**

Linda Sunderland presented the report on the January 28, 2015 meeting of the Professional Advisory Committee. The following issues were raised:

- Date and Time Format policy;
- Professional Services record audits;
- Abbreviation Manual review and update process;
- Regional Professional Practice Council's terms of reference;
- Report of the quality and patient safety sector.

**MOTION 2015/02/24-12P**

It was moved by Philippe Ferguson, seconded by Adélarde Cormier, that the Board of Directors endorses motion 2015/01/28-03CPC stating that the PAC approves the Regional Professional Practice Council's terms of reference with the changes recommended.

**Motion carried unanimously.**

**MOTION 2015/02/24-13P**

It was moved by Sonia A. Roy, seconded by Gabriel Godin, that the Board of Directors approve the report of the January 28, 2015 meeting of the Professional Advisory Committee as presented.

**Motion carried unanimously.**

**8.7 Strategic Research Committee**

No meeting of this committee has taken place since the last meeting of the Board of Directors.

### **8.8 Ad Hoc Committee on Medical Travel**

Donald Thériault presented the report of the February 12, 2015 meeting of the Ad Hoc Committee on Medical Travel. The following issues were raised:

- Copies of memos distributed;
- Review of information tables;
- Review of data on patient travel.

#### **MOTION 2015/02/24-14P**

It was moved by Roger Doiron, seconded by Philippe Ferguson, that the Board of Directors endorse motion 2015/02/12-ad-hoc identifying the next steps to be taken, as well as any other additional steps that may be needed.

**Motion carried unanimously.**

#### **MOTION 2015/02/24-15P**

It was moved by Donald Thériault, seconded by Christian Mercier, that the Board of Directors approve the report of the February 12, 2015 meeting of the Ad Hoc Committee on Medical Travel as presented.

**Motion carried unanimously.**

## **9. Other**

### **9.1 Presentation – Centre of Excellence for Youth Mental Health**

Jacques Duclos presented the Centre of Excellence for Youth Mental Health, with assistance from Nathalie Langlois, Clinical Nurse Specialist, and Nathalie Perron, resource nurse. These two nurses have worked on this project and will present the work and clinical training developed at the Restigouche Hospital Centre. The terminology used for this project is excellence centre for youth mental health but it is rather seen as an excellence centre for the mental health of children and youth in the province. It was suggested that the centre be implemented in a permanent infrastructure in Zone 5 in Campbellton.

#### **MOTION 2015/02/24-16P**

It was moved by Sonia A. Roy, seconded by Christian Mercier, that the Board of Directors ratify the suggestion that the Centre of Excellence for Youth Mental Health be set up in a permanent infrastructure in Zone 5 in Campbellton, close to the Restigouche Hospital Centre.

**Motion carried unanimously.**

### **9.2 Healthy Food Environments policy**

Jacques Duclos, in collaboration with Linda Sunderland, Clinical Nutrition Manager in Zone 5, presented the Healthy Food Environments policy, promoting healthy eating in all facilities and points of service of Vitalité Health Network.

## **10. Adjournment**

Lester Young moved to adjourn the meeting at 3:10 p.m.

**11. Opportunity for comments from the public**

The following parties asked to speak during the public meeting:

- Clem Tremblay, Dalhousie Mayor;
- Dr. Hubert Dupuis, Jacques Verge and Louise Blanchard, from Égalité santé en français.

---

Paul Couturier  
Chairman of the Board of Directors

---

Jean Castonguay  
Board Secretary