

NOTICE OF MEETING MINUTES

(Original version signed and archived)

Title of meeting:	Board of directors	Date and time:	June 19, 2017 at 1:00 p.m.		
Purpose of meeting:	Public meeting	Location: Atlantic Host Hotel in Bathurst Jade Lounge			
Chairperson:	Michelyne Paulin				
Secretary:	Sonia Haché-Lanteigne				
Participants					
Members					
Lucille Auffrey	√	Wes Knight	√	Michelyne Paulin (Chairperson)	√
Pauline Bourque	√	Brenda Martin	x	Denis M. Pelletier	√
Rita Godbout (Treasurer)	√	Norma McGraw	√	Sonia A. Roy	√
Gabriel Godin	√	Gaitan Michaud	√	Claire Savoie	√
Émeril Haché	√	Jean-Marie Nadeau	√	Anne C. Soucie (Vice-Chairperson)	√
Ex-officio members					
Gilles Lanteigne	√	Dr. Nicole LeBlanc	√	Linda Sunderland	√
				Janie Lévesque (guest)	√
Leadership Team					
Gisèle Beaulieu	√	Jacques Duclos	√	Johanne Roy	√
Dr. France Desrosiers	√	Stéphane Legacy	√	Pierre Verret	x
MINUTES					
1. Call to order The Chairperson of the Board of Directors welcomed the participants and called the meeting to order at 1:10 p.m.					
2. Constitution of quorum and notice of meeting The meeting was duly called and quorum was achieved.					
3. Adoption of the agenda The agenda was presented for approval. <u>MOTION 2017-06-19 / 01P</u> Moved by Émeril Haché Seconded by Sonia A. Roy That the Board of Directors adopt the agenda. Motion carried unanimously.					
4. Declaration of potential conflicts of interest No conflict of interest was raised.					
5. Adoption of the minutes of the April 25, 2017 meeting The minutes of the April 25, 2017 meeting were submitted for approval. <u>MOTION 2017-06-19 / 02P</u> Moved by Claire Savoie Seconded by Pauline Bourque That the Board of Directors adopt the minutes of the April 25, 2017 meeting. Motion carried unanimously.					
6. Business arising from the minutes and follow-up 6.1 Position of the Board of Directors on the management of Food and Environmental Services					

Following the request of the Board of Directors, a meeting was held in Moncton on May 1 with the Minister. During the meeting, the annual results were presented. The results show that the Network has reached its targets, which exceeded Sodexo's predictions by approximately \$1.7 million after one year. While Minister Victor Boudreau was open to the Network's demands, he has not changed his position in the matter. In his opinion, privatizing these services is a Government position.

In the meantime, the Network is still receiving letters from organizations in favour of maintaining these services within the Network. These support letters are included in the public correspondence, which is included in the Board meeting documentation. They add to the many impressive pledges of support received to date.

HealthCareCAN prepared an important document that shows the connection with clinical services and food. The document is titled "The Role of Food in Hospitals" and it will be distributed to the Board members.

The Network received information according to which the Minister thought he could sign the contract at his level. According to that information, the deadline would be October 1. It is likely that the Minister will ask the Board of Directors to sign the agreement once the final version is ready. The Board members questioned whether it would be necessary to seek legal advice to clarify the respective responsibilities in the matter. At this stage, it would be preferable to wait.

6.2 Extra-Mural Program (EMP)

There was nothing new to add in this matter, except that a decision is imminent.

7. Report by the President and Chief Executive Officer (CEO)

The report covered the period from April 10 to June 9, 2017. It included the main accomplishments involved in meeting the objectives of the 2016-2019 Regional Health and Business Plan and other priority files for the Network. The following topics were included:

- Engagement of employees and the medical staff
 - 2017 Employee Week
- Financial and physical resources management
 - New clinic specialized in sleep disorders in Moncton
- Human resources management
 - Appointment of an acting Chief of Staff for Restigouche Zone
 - Positive results regarding employee performance appraisals
- Relations with our partners and community groups
 - 4th Cancer Symposium
 - New outpatient cardiology services coming shortly to Stella-Maris-de-Kent Hospital
- Strategic management/communications
 - 2nd Nicotine Addiction Forum
 - Wound Care Symposium
- Relations with the Board of Directors
 - Representation meetings and steps

8. Board of Directors' committee reports

8.1 Executive Committee

No meeting of the Executive Committee had taken place since the last meeting of the Board of Directors.

8.2 Governance and Nomination Committee

Lucille Auffrey, Committee Chair, presented the report on the June 6, 2017 meeting. The following items were raised:

- Policy and procedure approval (MOTION 2017-06-06 / 03GMC)
- Series of Board of Directors' policies and procedures (MOTION 2017-06-06 / 04GMC)
- Terms of Reference of the Professional Advisory Committee (MOTION 2017-06-06 / 05GMC)

MOTION 2017-06-19 / 03P

Moved by Lucille Auffrey

Seconded by Norma McGraw

That the Board of Directors receive the report on the June 6, 2017 meeting of the Governance and Nomination Committee.

Motion carried unanimously.

MOTION 2017-06-19 / 04P

Moved by Lucille Auffrey

Seconded by Émeril Haché

That the Board of Directors adopt the following motions made at the June 6, 2017 meeting of the Governance and Nomination Committee: MOTION 2017-06-06 / 03GMC, MOTION 2017-06-06 / 04GMC and MOTION 2017-06-06 / 05GMC.

Motion carried unanimously.

Following the above motion, Dr. Nicole LeBlanc noted a change. In the minutes, under motion 2017-06-06 / 10GMC, Dr. Khurshid Haque's name will be removed from the list of voting members sitting on the Zone 5 Medical Advisory Committee for 2017-2018. The motion, moved by Lucille Auffrey and seconded by Émeril Haché, will be moved once again with that change.

MOTION 2017-06-19 / 05P

Moved by Sonia A. Roy

Seconded by Lucille Auffrey

That the Board of Directors adopt the following motions made at the June 6, 2017 meeting of the Governance and Nomination Committee: MOTION 2017-06-06 / 03GMC, MOTION 2017-06-06 / 04GMC and MOTION 2017-06-06 / 05GMC with the removal of Dr. Khurshid Haque's name from the list of voting members sitting on the Zone 5 Medical Advisory Committee for 2017-2018.

Motion carried unanimously.

Norma McGraw asked that the policy on the Strategic Planning Committee (policy no. CA-360) be reviewed by the Governance and Nomination Committee.

MOTION 2017-06-19 / 06P

Moved by Norma McGraw

Seconded by Jean-Marie Nadeau

That the Board of Directors authorize the Governance and Nomination Committee to review the policy on the Strategic Planning Committee (policy no. CA-360) and to give recommendations at the next Board of Directors meeting.

Motion carried unanimously.

In the coming months, the Network will organize a retreat for December 2017 to prepare for the Network's annual planning of the following year. A working group will be put together before September to prepare the event.

8.3 Finance and Audit Committee

Rita Godbout, Committee Chair, presented the report on the June 1, 2017 meeting. The following items were raised:

- Request for proposal for a firm of external auditors
- Action plan – Recommendations from the external auditors 2015-2016
- Approval of the 2016-2017 budget amendments (MOTION 2017-06-01 / 04FV)
- Financial statements dated March 31, 2017 (MOTION 2017-06-01 / 05FV)
- Auditors' report (MOTION 2017-06-01 / 06FV).
- 2017-2018 budget letter
- Signing officers (MOTION 2017-06-01 / 07FV)
- Word of recognition (MOTION 2017-06-01 / 08FV)

MOTION 2017-06-19 / 07P

Moved by Rita Godbout

Seconded by Émeril Haché

That the Board of Directors receive the report on the June 1, 2017 meeting of the Finance and Audit Committee.

Motion carried unanimously.

MOTION 2017-06-19 / 08P

Moved by Rita Godbout

Seconded by Claire Savoie

That the Board of Directors adopt the following motions made at the June 1, 2017 meeting of the Finance and Audit Committee: MOTION 2017-06-01 / 04FV, MOTION 2017-06-01 / 05FV, MOTION 2017-06-01 / 06FV, MOTION 2017-06-01 / 07FV and MOTION 2017-06-01 / 08FV.

Motion carried unanimously.

8.4 Client Service, Quality Management and Safety Committee

Anne Soucie, Committee Chair, presented the report on the June 1, 2017 meeting. The following items were raised:

- Quality improvement and patient safety framework
- 2016-2017 annual reports from the Quality, Performance and Volunteers sectors
- Ethics Office annual report
- 2016-2017 annual report on complaints
- Report on litigation cases
- Report – Risk Management
- Report – Emergency Measures
- Report – Infection Prevention and Control
- Strategic and operational scorecard (March 2017)

MOTION 2017-06-19 / 09P

Moved by Anne Soucie

Seconded by Denis M. Pelletier

That the Board of Directors receive the report on the June 1, 2017 meeting of the Client Service, Quality Management and Safety Committee.

Motion carried unanimously.

8.5 Strategic Research and Training Committee

Pauline Bourque, Committee Chair, presented the report on the May 25, 2017 meeting. The following items were raised:

- New position – Regional Director, Research, Scientific Development and Training
- Communication plan
- Action plan update
- University mission development plan update
- Motion to change the Strategic Research and Training Committee's membership (MOTION 2017/05/25-03CSRF)
- Presentation – Research on aging
- Presentation – 2017 Accreditation survey

MOTION 2017-06-19 / 10P

Moved by Pauline Bourque

Seconded by Lucille Auffrey

That the Board of Directors receive the report on the May 25, 2017 meeting of the Strategic Research and Training Committee.

Motion carried unanimously.

MOTION 2017-06-19 / 11P

Moved by Pauline Bourque

Seconded by Norma McGraw

That the Board of Directors adopt the following motion made at the May 25, 2017 meeting of the Strategic Research and Training Committee: MOTION 2017-05-25 / 03CSRF.

Motion carried unanimously.

Dr. Nicole LeBlanc mentioned that the annual meeting of the CanFASD Board of Directors, which gathers together the majority of Canadian researchers on the fetal alcohol spectrum disorder (FASD), was held in Moncton this year; the intent was to recognize the participation of the Network as a national FASD centre of excellence.

8.6 Medical Advisory Committee

Dr. Nicole LeBlanc presented her report as Regional Chief of Staff. The following items were raised:

- Quality-related plan inclusion process
- Review of the privilege granting process
- Continuation of visits in the zones
- Process to review minimum requirements

Dr. LeBlanc, as Committee Chairperson, also presented the report on the June 6, 2017 meeting. The following items were raised:

- Reports presented to the MAC members
 - MAC scorecard
 - Progress report – Quality Plan
 - Report – Clinical groups
 - 2017 Accreditation progress report
 - Q4 Regional Medical Complaints Report
- Presentation: New Brunswick Trauma Program (MOTION 2017/06/06-02-CMC)
- Requests for privileges and for changes to privileges (MOTION 2017/06/06-05-CMC)
- Department head appointments (MOTION 2017/06/06-05-CMC)
- Appointments to the RMAC (MOTION 2017/06/06-07-CMC)
- Appointments to provincial committees (MOTION 2017/06/06-08-CMC)

MOTION 2017-06-19 / 12P

Moved by Pauline Bourque

Seconded by Wes Knight

That the Board of Directors receive the report on the June 6, 2017 meeting of the Regional Chief of Staff and the Chairperson of the Medical Advisory Committee.

Motion carried unanimously.

MOTION 2017-06/19 / 13P

Moved by Émeril Haché

Seconded by Rita Godbout

That the Board of Directors adopt the following motions made at the June 6, 2017 meeting of the Medical Advisory Committee: MOTION 2017/06/06-02-CMC, MOTION 2017/06/06-05-CMC, MOTION 2017/06/06-06-CMC, MOTION 2017/06/06-07-CMC and MOTION 2017/06/06-08-CMC.

Motion carried unanimously.

8.7 Professional Advisory Committee

Linda Sunderland, Committee Chairperson, presented the report on the May 16, 2017 meeting. The following items were raised:

- New members – MOTION 2017/05/16 04CPC and MOTION 2017/05/16 03CPC
- Policies: Medication Administration for Medical Radiation Technologists – Advanced skill (MOTION 2017/05/16 05CPC)
- Acupuncture and Dry Needling Treatments: Advanced physiotherapy skill (MOTION 2017-05-16 06CPC)
- Terms of Reference of the Professional Advisory Committee

- Presentation of the following reports:
 - Inpatient satisfaction – 2016-2017 annual summary
 - Comparative Complaint Table – 2016-2017 annual summary

MOTION 2017-06-19 / 14P

Moved by Lucille Auffrey

Seconded by Gabriel Godin

That the Board of Directors receive the report on the May 16, 2017 meeting of the Professional Advisory Committee.

Motion carried unanimously.**MOTION 2017-06-19 / 15P**

Moved by Pauline Bourque

Seconded by Sonia A. Roy

That the Board of Directors adopt the following motions made at the May 16, 2017 meeting of the Professional Advisory Committee: MOTION 2017/05/16 03CPC, MOTION 2017/05/16 04CPC, MOTION 2017/05/16 05CPC and MOTION 2017-05-16 06CPC.

Motion carried unanimously.**9. Physicians' temporary privileges**

The Vice-President, Medical Services, Training and Research has granted the following temporary privileges since the last meeting of the Board of Directors (between April 13 and June 9, 2017). The list was presented for endorsement.

LIST OF TEMPORARY PRIVILEGES - June 9, 2017					
Physician	Specialty	Category	Privilege Date		Zone
			From	To	
GALLANT, Chantal	Family Practice	Locum	19-May-17	10-Aug-17	1B
BENNETT, John	Radiology	Locum	17-May-17	11-Aug-17	4
CYR, Emmanuelle	Family Practice	Locum	29-May-17	18-Aug-17	4 and 5
ELRIFY, Elsaid	Pediatrics	Locum	10-Jun-17	01-Sep-17	4
GOLEV, Dimitry	Radiology	Locum	12-Jun-17	01-Sep-17	4
KIELY, Daniel	Obstetrics-Gynecology	Locum	01-Jun-17	25-Aug-17	4 and 5
MARTINS, Jason S.	Radiology	Locum	04-May-17	28-Jul-17	4
McCURDY, Wendy Edith	Radiology	Locum	29-May-17	18-Aug-17	4
VENKATESH, Vikram	Radiology	Locum	26-May-17	18-Aug-17	4
BORDEAUX, Patrick	Psychiatry	Locum	29-Apr-17	15-Jul-17	6
BUSSIÈRES, Annick	General Surgery	Locum	18-May-17	11-Aug-17	6
CORMIER, Hélène	Dentistry	Associate	20-May-17	12-Aug-17	6
DUMONT, Jonathan	Internal Medicine	Locum	13-Jun-17	01-Sep-17	6
JEEVANDAM, Madana	Pathology	Locum	08-May-17	28-Jul-17	6
WISSANJI, Hussein	General Surgery	Locum	10-Jun-17	01-Sep-17	6

MOTION 2017-06-19 / 16P

Moved by Claire Savoie

Seconded by Rita Godbout

That the Board of Directors endorse the list of temporary privileges dated April 13 to June 9, 2017, as presented.

Motion carried unanimously.**10. Correspondence**

A list of the correspondence received or sent by the Board of Directors was presented to the members.

11. Documentation for members

Two articles were distributed to the members:

- *Pour une vision de la réadaptation psychosociale et du rétablissement*

- *Le rétablissement – Exemple de transformation de pratique au Québec*
The members of the Board of Directors were invited to suggest articles for future meetings.

12. Patient experience history

No patient experience history was presented.

13. Community relations/services provided

No presentation was made concerning community relations or services provided.

14. Other topics

14.1 Medical administrative structure

A medical administrative structure proposal was presented for information; it includes two operating options: with regional departments and regional clinical groups with local departments.

14.1.1 Approval of the Medical Staff By-Laws

The Medical Staff By-Laws have been reviewed and were submitted for approval.

MOTION 2017-06-19-17P

Moved by Pauline Bourque

Seconded by Sonia A. Roy

That the Board of Directors adopt the Medical Staff By-Laws.

Motion carried unanimously.

15. Adjournment

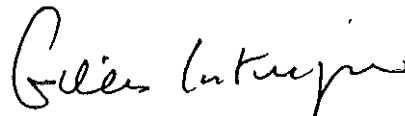
Norma McGraw moved to adjourn the meeting at 2:20 p.m.

16. Evaluation of meeting

The members of the Board were invited to evaluate the meeting.



Michelyne Paulin
Chairperson of the Board of Directors



Gilles Lanteigne
Secretary of the Board of Directors