

NOTICE OF MEETING MINUTES

(Original version signed and archived)

Title of meeting:	Board of Directors	Date and time:	October 16, 2018, at 1:00 p.m.		
Purpose of meeting:	Public meeting	Location:	Four Points by Sheraton, in Moncton Room: Rendez-vous		
Chairperson: Secretary:	Michelyne Paulin Sonia Haché-Lanteigne				
Participants					
Members					
Lucille Auffrey	√	Wes Knight	√	Michelyne Paulin (Chairperson)	√
Pauline Bourque	√	Brenda Martin	x	Denis M. Pelletier	√
Rita Godbout (Treasurer), departed at 1:50 p.m.	√	Norma McGraw	√	Sonia A. Roy	√
Gabriel Godin (Vice-Chairperson)	√	Gaitan Michaud	√	Claire Savoie	√
Emeril Haché	√	Jean-Marie Nadeau	√	Anne C. Soucie	√
Ex officio members					
Gilles Lanteigne	√	Dr. Nicole Leblanc	√	Janie Levesque	√
Leadership Team					
Gisèle Beaulieu	√	Jacques Duclos	√	Johanne Roy	√
Dr. France Desrosiers	√	Stéphane Legacy	√		
MINUTES					

1. Call to order

The meeting was called to order at 1 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 adoption.

MOTION 2018-10-16 / 01P

Moved by Denis Pelletier

Seconded by Gaitan Michaud

That the Board of Directors adopt the agenda.

Motion carried unanimously.

4. Disclosure of conflicts of interest

No conflicts of interest were raised.

5. Consent agenda

5.1 Adoption of consent agenda

5.2 Adoption of minutes: Regular meeting and special meeting (June 26, 2018)

5.3 Business arising from the minutes and follow-up

5.3 a) Transparency Framework – Roadmap

5.4 Report by the President and Chief Executive Officer

5.5 Physicians' temporary privileges

5.6 Correspondence

MOTION 2018-10-16 / 02P

Moved by Sonia A. Roy

Seconded by Wes Knight

That the Board of Directors adopt the consent agenda from the June 26, 2018 public meeting.

Motion carried unanimously.

6. Committee reports

6.1 Governance and Nomination Committee

Lucille Auffrey, Committee Chair, presented the report on the September 24, 2018 meeting. The following items had been raised:

- Terms of reference of the Governance and Nomination Committee;
- 2018–2019 Work Plan;
- Board of Directors' 2018–2019 Training Plan;
- Official change of name of the Tracadie-Sheila Hospital;
- Official letters – Office of the Integrity Commissioner for New Brunswick and Office of the Commissioner of Official Languages for New Brunswick;
- Governance research project;
- Process – human resources – observations.

MOTION 2018-10-16 / 03P

Moved by Lucille Auffrey

Seconded by Norma McGraw

That the Board of Directors receive the report on the September 24, 2018 meeting of the Governance and Nomination Committee.

Motion carried unanimously.

6.2 Finance and Audit Committee

Rita Godbout, Committee Chair, presented the report on the September 25, 2018 meeting. The following items had been raised:

- Terms of reference of the Finance and Audit Committee;
- 2018–2019 Work Plan;
- Action Plan – Recommendations of the External Auditors 2017–2018;
- Financial statements for the period ended July 31, 2018 (MOTION 2018-09-25 / 03FV and MOTION 2018-09-25 / 04FV).

MOTION 2018-10-16 / 04P

Moved by Rita Godbout

Seconded by Wes Knight

That the Board of Directors receive the report on the September 25, 2018 meeting of the Finance and Audit Committee.

Motion carried unanimously.

MOTION 2018-10-16 / 05P

Moved by Rita Godbout

Seconded by Emeril Haché

That the Board of Directors adopt the following motions made at the September 25, 2018 meeting of the Finance and Audit Committee: MOTION 2018-09-25 / 03FV and MOTION 2018-09-25 / 04FV.

Motion carried unanimously.

6.3 Client Service, Quality Management and Safety Committee

Claire Savoie, Committee Chair, presented the report on the September 25, 2018 meeting. The following items had been raised:

- Terms of reference of the Client Service, Quality Management and Safety Committee;
- 2018–2019 Work Plan;
- Recommendations of review committees;
- Accreditation process update;
- Reports:
 - Inpatient experience Q1;
 - Complaints Q1;
 - Incidents Q1;
 - Incidents related to confidentiality and privacy protection Q1.
- *Health Quality and Patient Safety Act*;
- Pressure ulcer management;
- Strategic and operational scorecard (June 2018).

MOTION 2018-10-16 / 06P

Moved by Claire Savoie

Seconded by Sonia A. Roy

That the Board of Directors receive the report on the September 25, 2018 meeting of the Client Service, Quality Management and Safety Committee.

Motion carried unanimously.

6.4 Strategic Research and Training Committee

Pauline Bourque, Committee Chair, presented the report on the September 17, 2018 meeting. The following items had been raised:

- Summary of research activities underway as of September 10, 2018;
- Operational plan update;
- Clinical learning units – Co-management by the medical administration sector and research sector;
- Communication plan – website and Boulevard: Completion of update set for October 31, 2018;
- Funding formula for university mission: Update on progress;
- Academic health centre: Discussions with the Department about possible sources of infrastructure funding from the federal government.

MOTION 2018-10-16 / 07P

Moved by Pauline Bourque

Seconded by Denis Pelletier

That the Board of Directors receive the report on the September 17, 2018 meeting of the Strategic Research and Training Committee.

Motion carried unanimously.

6.5 Ad Hoc Committee for Hospital and Community Facility Service Delivery

Lucille Auffrey, Committee Chair, presented the report on the September 26, 2018 meeting. The following items had been raised:

- Approval of terms of reference;
- Definition of facilities and health centres;
- Update on services provided and projects;
- Process of evaluating community health needs;
- Charte des hôpitaux ruraux du Nouveau-Brunswick (Égalité Santé en français).

MOTION 2018-10-16 / 08P

Moved by Lucille Auffrey

Seconded by Anne Soucie

That the Board of Directors receive the report on the September 26, 2018 meeting of the Ad Hoc Committee for Hospital and Community Facility Service Delivery.

Motion carried unanimously.

6.6 Medical Advisory Committee

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

- Working group – assessment of physicians' competencies;
- Continuation of Network-wide harmonization of medical complaint process;
- Review underway of terms of reference and membership of RMAC and LMACs;
- Operationalization of regional medical structure:
 - Joint Chiefs of Staff and Medical Directors retreat;
 - Day of reflection involving the quality sector and Chiefs of Staff to harmonize the two sectors and achieve a common quality vision for the Network.
- Work underway with the new Director of Strategic Projects and Quality Improvement for Medical Services to establish a process supporting the physicians and department / division / service heads with improvement projects in their sectors.

Dr. LeBlanc, as Committee Chair, also presented the report on the September 18, 2018 meeting. The following items had been raised:

- Reports presented to the MAC members:
 - Information note – Update on accreditation process;
 - Professional Advisory Committee (PAC) report;

- Regional Medical Complaints Report – Q1 2018–2019.
- Approval of policies and forms:
 - Admission with recommendation to identify exercise program exclusions at point 3 (MOTION 2018-09-18/02CMC);
 - Medication selection and acquisition (MOTION 2018-09-18/03CMC);
 - Gastric band adjustment (MOTION 2018-09-18/04CMC);
 - Smoking cessation therapy (MOTION 2018-09-18/05CMC).
- Appointment: Department Head of Family Medicine for the Restigouche Zone (MOTION 2018-09-18/08CMC);
- Request to create a regional respirology department.

MOTION 2018-10-16 / 09P

Moved by Jean-Marie Nadeau

Seconded by Lucille Auffrey

That the Board of Directors receive the reports submitted by the Regional Chief of Staff and Chairperson of the Medical Advisory Committee (September 18, 2018 meeting).

Motion carried unanimously.

MOTION 2018-10-16 / 10P

Moved by Emeril Haché

Seconded by Norma McGraw

That the Board of Directors adopt the following motions made at the September 18, 2018 meeting of the Medical Advisory Committee: MOTION 2018-09-18/02CMC, MOTION 2018-09-18/03CMC, MOTION 2018-09-18/04CMC, MOTION 2018-09-18/05CMC and MOTION 2018-09-18/08CMC.

Motion carried unanimously.

The Medical Advisory Committee had asked the Board of Directors to approve the creation of a regional respirology department.

MOTION 2018-10-16 / 11P

Moved by Pauline Bourque

Seconded by Lucille Auffrey

That the Board of Directors approve the request from the Medical Advisory Committee to create a regional respirology department.

Motion carried unanimously.

6.7 Professional Advisory Committee

Janie Levesque, Committee Chair, presented the report on the September 14, 2018 meeting. The following items had been raised:

- Policies:
 - Restoration of peritoneal dialysis catheter patency (MOTION 2018/09/14 03CPC);
 - Gastric band adjustment (MOTION 2018/09/14 04CPC).
- Presentation to the Board of Directors;
- Document entitled “Référenciel de compétences”;
- Possible abolition of the Regional Professional Practice Council (RPPC);
- Presentation of minutes of the following councils/committees:
 - Nursing Professional Practice Council (NPPC);
 - Interprofessional Council on Professional Practice (ICPP);
 - Regional Clinical Documentation Advisory Committee (RCDAC);
 - Regional Abbreviations Committee.
- Presentation of the following reports:
 - Accreditation process update;
 - Complaint report: Q1 2018–2019;
 - Results of inpatients’ experience.

MOTION 2018-10-16 / 12P

Moved by Pauline Bourque

Seconded by Sonia Roy

That the Board of Directors receive the report on the September 14, 2018 meeting of the Professional Advisory Committee.

Motion carried unanimously.

MOTION 2018-10-16 / 13P

Moved by Wes Knight

Seconded by Denis Pelletier

That the Board of Directors approve the following motions made at the September 14, 2018 meeting of the Professional Advisory Committee: MOTION 2018/01/09 03CPC and MOTION 2018/01/09 04CPC.

Motion carried unanimously.

7. Documentation for members

7.1 “Connecting patients for better health – 2018”

The article “Connecting patients for better health – 2018” was submitted by Claire Savoie, Board member. Ms. Savoie briefly summarized the article.

8. Patient experience history

8.1 Experience of mental health clients in crisis

As part of the patient- and family-centred care strategy, Nadine Roy-LeBlanc, Coordinator of the Mobile Mental Health Crisis Intervention Team, and Denise Fortin-Sergent, Mental Health Program Manager, were asked to describe the barriers and challenges that clients in crisis encounter when interacting with hospital services. Stigmatization and discrimination related to psychiatric disorders even appear to exist among health professionals and they impact the daily lives of those affected.

Ms. Roy-LeBlanc and Ms. Fortin-Sergent explained the history of a patient living with psychotic disorders and the steps undertaken to improve the process of approaching and accessing hospital services. To achieve ongoing improvement in the care provided to clients in crisis, a group of partners had committed to meet and develop an action plan putting forward solutions.

The Chairperson thanked Ms. Roy-LeBlanc and Ms. Fortin-Sergent for their very enlightening presentation.

9. Community relations / services provided

9.1 Anatomy Laboratory at the Dr. Georges-L.-Dumont UHC

Dr. Michel Landry presented the Anatomy Laboratory Project at the Dr. Georges-L.-Dumont UHC. This project had been completed. The Chairperson thanked Dr. Landry for the informative presentation.

10. Adjournment

Sonia Roy moved to adjourn the meeting at 2:20 p.m.

11. Evaluation of meeting

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

12. Opportunity for comments from the public

Members of the public had the opportunity to make comments.

Michelyne Paulin, CPA, CGA
Chairperson of the Board of Directors

Gilles Lanteigne, Ph.D.
Secretary of the Board of Directors