

NOTICE OF MEETING MINUTES 

(Original version signed and archived)

<b>Title of meeting:</b>	Board of Directors	<b>Date and time:</b>	October 5, 2021, at 1:00 p.m.		
<b>Purpose of meeting:</b>	Public meeting	<b>Location:</b>	Delta Beauséjour, Moncton Ballroom		
<b>Chairperson:</b> <b>Administrative Assistant:</b>	David Savoie Sonia Haché-Lanteigne				
<b>Participants</b>					
<b>Members</b>					
Monica Barley	x	Janice Goguen	✓	Liza A. Robichaud	✓
Krista Toner-Brennan	✓	Gilles Lanteigne (Treasurer)	✓	Claire Savoie (Vice-Chairperson)	✓
Roger Clinch	✓	Norma McGraw	✓	David Savoie (Chairperson)	✓
Julie Cyr (left at 2:50 p.m.)	✓	Denis M. Pelletier	✓	Dr. Louis Simard	✓
Joanne Fortin	✓	Chief Terry Richardson	x	Clément Tremblay	✓
<b>Ex officio members</b>					
Dr. France Desrosiers	✓	Dr. Nicole Leblanc	✓	Justin Morris	✓
<b>Leadership Team</b>					
Dr. Natalie Banville	✓	Stéphane Legacy	✓	Brigitte Sonier-Ferguson	✓
Gisèle Beaulieu	✓	Johanne Roy	✓		
Jacques Duclos	✓	Sharon Smyth Okana	✓		
<b>MINUTES</b>					

**1. Call to order**

The meeting was called to order at 1 p.m. The Chairperson welcomed everyone.

**2. Confidentiality reminder**

The Chairperson reminded the members of the Board of Directors about their duty to protect confidentiality.

**3. Reminders for meeting to run smoothly****3.1 Cell phones**

The members of the Board of Directors were asked to turn off their cell phones for the public meeting to run smoothly.

**3.2 Members' 100 percent participation**

The members of the Board of Directors were asked to give 100 percent participation during the public meeting.

**4. Conflicts of interest**

No conflicts of interest were raised.

**5. Role for the meeting****5.1 Timekeeper**

For the meeting to run smoothly, the Chairperson of the Board of Directors was the person selected to manage the time allocated to topics on the agenda.

**5.2 Moderator / Questions outstanding**

The Chairperson of the Board of Directors was appointed timekeeper for this meeting to ensure that all items on the agenda were discussed.

**6. Adoption of the agenda**

The agenda was presented for adoption.

**MOTION 2021-10-05 / 01P**

Moved by Gilles Lanteigne

Seconded by Joanne Fortin

That the Board of Directors adopt the agenda as presented.

**Motion carried unanimously.**

## **7. Consent agenda**

- 7.1 Adoption of consent agenda
- 7.2 Adoption of the minutes of the June 22, 2021 meeting
- 7.3 Physicians' temporary privileges
- 7.4 Correspondence

The Chairperson asked the members whether they wanted to adopt the consent agenda as presented.

### **MOTION 2021-10-05 / 02P**

Moved by Claire Savoie

Seconded by Julie Cyr

That the Board of Directors adopt the consent agenda from the June 22, 2021 public meeting.

**Motion carried unanimously.**

## **8. Report by the President and CEO**

The following report covered the period from June 14 to September 24, 2021. It was intended to inform people about the main accomplishments toward achieving the objectives of the 2020–2023 Strategic Plan, the Regional Health and Business Plan and the other priority and current files of Vitalité Health Network.

1. Engagement of employees and medical staff
  - 1.1 Update on COVID-19 pandemic
  - 1.2 2021 Physician Appreciation Week
2. Management of human, physical and financial resources
  - 2.1 New physicians
  - 2.2 Study Support Fund
3. Relations with partners and community groups
  - 3.1 Biobank of the Dr. Georges-L.-Dumont University Hospital Centre to benefit from the establishment of the Atlantic Cancer Consortium (ACC)
4. Strategic management/communications
  - 4.1 Four facilities celebrate anniversaries
  - 4.2 Our everyday heroes meet a hockey hero
  - 4.3 Information and awareness-raising campaigns
5. Implementation of a quality and patient safety culture
  - 5.1 Survey on patient safety culture
  - 5.2 Exemplary practice for mass screening
6. Relations with the Board of Directors
  - 6.1 Appearance before the Standing Public Accounts Committee
  - 6.2 Provincial department meetings
7. Integration of strategic and operational initiatives
  - 7.1 A first in the province: The Network rolls out telepathology.
  - 7.2 The Network innovates using technology to help patients remember their appointments.

### **MOTION 2021-10-05 / 03P**

Moved by Claire Savoie

Seconded by Joanne Fortin

That the Board of Directors adopt the report by the President and CEO for the period June 14 to September 24, 2021.

**Motion carried unanimously.**

## **9. Committee reports**

### **9.1 Governance and Nomination Committee**

Denis M. Pelletier, Committee Chair, presented the report on the September 13, 2021 meeting. The following items had been raised:

- Terms of reference of the Governance and Nomination Committee;
- Work plan of the Governance and Nomination Committee;
- Board of Directors' work plan (MOTION 2021-09-13 / 03GMC);
- Board of Directors' 2021–2022 training plan;
- Evaluation of the orientation session for members of the Board of Directors;
- Network planning cycle – third quarter 2021;
- Evaluation of the last meeting of the Board of Directors;

- New member orientation (mentorship) CA-210 (MOTION 2021-09-13 / 04GMC);
- Governance standards – work plan;
- Development of good governance;
- Board of Directors' meeting schedule (MOTION 2021-09-13 / 05GMC);
- Remuneration of members;
- Replacement of a member of the Care Quality and Patient Safety Committees and of the Finance and Audit Committee (MOTION 2021-09-13 / 06GMC and MOTION 2021-09-13 / 07GMC).

**MOTION 2021-10-05 / 04P**

Moved by Denis M. Pelletier

Seconded by Julie Cyr

That the Board of Directors receive the report on the September 13, 2021 meeting of the Governance and Nomination Committee.

**Motion carried unanimously.**

In follow-up to the minutes and at the request of a member of the Board of Directors, the frequency of meetings will be re-evaluated at the next meeting of the Governance and Nomination Committee.

**MOTION 2021-10-05 / 05P**

Moved by Denis M. Pelletier

Seconded by Claire Savoie

That the Board of Directors adopt the five following motions from the September 13, 2021 meeting of the Governance and Nomination Committee: MOTION 2021-09-13 / 03GMC, MOTION 2021-09-13 / 04GMC, MOTION 2021-09-13 / 05GMC, MOTION 2021-09-13 / 06GMC and MOTION 2021-09-13 / 07GMC.

**Motion carried unanimously.**

**9.2 Finance and Audit Committee**

Gilles Lanteigne, Committee Chair, presented the report on the September 14, 2021 meeting. The following items had been raised:

- Terms of reference of the Finance and Audit Committee;
- 2021–2022 work plan;
- 2021–2024 Regional Health and Business Plan;
- Financial statements for the period ended July 31, 2021 (MOTION 2021-09-14 / 03FV);
- Department of Health budget process (planning cycle).

**MOTION 2021-10-05 / 06P**

Moved by Gilles Lanteigne

Seconded by Denis M. Pelletier

That the Board of Directors receive the report on the September 14, 2021 meeting of the Finance and Audit Committee.

**Motion carried unanimously.**

**MOTION 2021-10-05 / 07P**

Moved by **Gilles Lanteigne**

Seconded by Clément Tremblay

That the Board of Directors adopt the following motion from the September 14, 2021 meeting of the Finance and Audit Committee: MOTION 2021-09-14 / 03FV.

**Motion carried unanimously.**

One member of the Board of Directors, after examining the minutes, asked for the specific training to be given to the members of the Finance and Audit Committee also be offered to all members of the Board of Directors wishing to attend.

**9.3 Care Quality and Patient Safety Committee**

Claire Savoie, Committee Chair, presented the report on the September 14, 2021 meeting. The following items had been raised:

- Terms of references of the Care Quality and Patient Safety Committee;
- 2021–2022 work plan;

- Complaint report – Q1;
- Incident report – Q1;
- Inpatient experience report – Q1;
- Recommendations of review committees;
- Confidentiality and privacy incident report – Q1;
- Report on open files at HIROC (disputes, claims and other);
- Report by the Patient and Family Advisory Committee;
- Presentation on medical assistance in dying;
- Accreditation process update;
- Strategic and balanced scorecards – Q1.

**MOTION 2021-10-05 / 08P**

Moved by Claire Savoie

Seconded by Janice Goguen

That the Board of Directors receive the report on the September 14, 2021 meeting of the Care Quality and Patient Safety Committee.

**Motion carried unanimously.**

No motions were moved further to this report.

**9.4 Strategic Research and Training Committee**

Julie Cyr, Committee Chair, presented the report on the September 13, 2021 meeting. The following items had been raised:

- Presentation/background – University Mission;
- Operational research and training:
  - Organizational Research and Health Evaluation Unit;
  - Clinical learning units;
  - Maritime Provinces Strategy for Patient-Oriented Research Support Unit;
  - Training and Internship Office.
- 2020–2021 Operational Plan of the University Mission sector (MOTION 2021-09-13/03-CSRF);
- Medical training programs;
- Contingent of specialties for NB on CaRMS;
- Project to increase the number of admissions to the CFMNB;
- Presentation of the terms of reference of the Strategic Research and Training Committee and attestation.

**MOTION 2021-10-05 / 09P**

Moved by Julie Cyr

Seconded by Clément Tremblay

That the Board of Directors receive the report on the September 13, 2021 meeting of the Strategic Research and Training Committee.

**Motion carried unanimously.**

**MOTION 2021-10-05 / 10P**

Moved by Julie Cyr

Seconded by Claire Savoie

That the Board of Directors adopt the following motion from the September 13, 2021 meeting of the Strategic Research and Training Committee: MOTION 2021-09-13/03-CSRF.

**Motion carried unanimously.**

**9.5 Ad Hoc Human Resources Committee**

Roger Clinch, Committee Chair, presented the report on the September 17, 2021 meeting. The following items had been raised:

- Introduction of members;
- Terms of reference of the Ad Hoc Human Resources Committee (MOTION 2021-09-17/02-RH);
- Presentation of the Human Resources structure;
- Presentation of the 2021–2024 Human Resources Strategic Planning Exercise: At the Heart of the Action;

- Presentation of the results obtained midpoint in year 1 of the Operational Plan further to the Human Resources strategic planning exercise.

**MOTION 2021-10-05 / 11P**

Moved by Roger Clinch

Seconded by Norma McGraw

That the Board of Directors receive the report on the September 17, 2021 meeting of the Ad Hoc Human Resources Committee.

**Motion carried unanimously.**

**MOTION 2021-10-05 / 12P**

Moved by Roger Clinch

Seconded by Janice Goguen

That the Board of Directors adopt the following motion from the September 17, 2021 meeting of the Ad Hoc Human Resources Committee: MOTION 2021-09-17/02-RH.

**Motion carried unanimously.**

**9.6 Medical Advisory Committee**

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

- Privilege renewal process;
- Accreditation;
- Collaboration in developing the Network's Quality Plan;
- Collaboration in the process of revising the Medical Staff Rules;
- Documentation of quality activities;
- Partnership for medical staff leadership training;
- Physician recognition.

Dr. LeBlanc, as Committee Chair, also presented the report on the September 21, 2021 meeting. The following items had been raised:

- Reports presented to MAC members:
  - Report by the VP of Medical Affairs;
  - Medical Complaints Report Q1 2021–2022.
- Recommendation by the Harmful Incident Review Committee of the Acadie-Bathurst Zone (MOTION 2021-09-21/04-CMC);
- Local division head appointments approved by the MAC (MOTION 2021-09-21/08-CMC);
- Appointment of local department head approved by the CMC (MOTION 2021-09-21/09-CMC);
- Appointment requests (MOTION 2021-09-21/05-CMC);
- Medical staff category change requests (MOTION 2021-09-21/06-CMC);
- Local department head appointments (MOTION 2021-09-21/07-CMC);

**MOTION 2021-10-05 / 13P**

Moved by Norma McGraw

Seconded by Joanne Fortin

That the Board of Directors receive the report of the Regional Chief of Staff and the report on the September 21, 2021 meeting of the Medical Advisory Committee.

**Motion carried unanimously.**

**MOTION 2021-10-05 / 14P**

Moved by Claire Savoie

Seconded by Janice Goguen

That the Board of Directors adopt the six following motions from the September 21, 2021 meeting of the Medical Advisory Committee: MOTION 2021-09-21/04-CMC, MOTION 2021-09-21/08-CMC, MOTION 2021-09-21/09-CMC, MOTION 2021-09-21/05-CMC, MOTION 2021-09-21/06-CMC and MOTION 2021-09-21/07-CMC.

**Motion carried unanimously.**

**9.7 Professional Advisory Committee**

Justin Morris, Committee Chair, presented the report on the September 15, 2021 meeting. The following items had been raised:

- Presentation of quality project initiatives:
  - Presentation – Nursing Unit Optimization Project;
- 2021–2022 PAC work plan (MOTION 2021-09-15/01-CPC);
- Complaint report;
- Inpatient satisfaction report;
- Incident and near miss report and mandatory notification;
- Accreditation process update.

**MOTION 2021-10-05 / 15P**

Moved by Denis M. Pelletier

Seconded by Julie Cyr

That the Board of Directors receive the report on the September 15, 2021 meeting of the PAC.

**Motion carried unanimously.**

**MOTION 2021-10-05 / 16P**

Moved by Claire Savoie

Seconded by Julie Cyr

That the Board of Directors adopt the following motion from the September 15, 2021 meeting of the Professional Advisory Committee: MOTION 2021-09-15/01-CPC.

**Motion carried unanimously.**

**10. Documentation for members**

The article “Guide to Good Governance” had been submitted by Norma McGraw, Board of Directors member. Ms. McGraw summarized this article. A recommendation will be made to the Chair of the Governance and Nomination Committee to reiterate the importance of the Board of Directors knowing the nature of its relationships with the various stakeholders, to whom it is accountable and with whom it has a duty to be transparent. The Chairperson thanked Ms. McGraw for this summary. The members of the Board of Directors were invited to suggest articles for future meetings.

**11. Patient experience history**

In relation to the patient- and family-centred care strategy, Janice LeBlanc gave a testimonial on her transgender son. Ms. LeBlanc shared the realities of a young transgender person, the barriers and challenges of the health care system, and how services for such a person could be improved.

Lucie Sonier, psychologist at the Community Mental Health Centre in Tracadie and a member of Vitalité Health Network’s Child-Youth Team serving on the provincial Diversity and Inclusion Committee, spoke about the efforts underway to reduce barriers and improve access to health services for transgender people in New Brunswick. This provincial group had been established to ensure that the values of inclusion and diversity are respected by identifying opportunities to improve access to health services within the two health networks in a way that is safer, coordinated and culturally appropriate.

The Chairperson thanked Ms. LeBlanc, mother of Samuel, for her enriching presentation and very touching testimonial. He also thanked Ms. Sonier.

**12. Community relations / services provided**

Shelley Robichaud, Regional Director of Primary Health Care, and Karelle Guignard, Regional Manager of Primary Health Care – responsible for NPs, give a presentation on the establishment of the Greater Moncton Health Centre. Dr. Natalie Banville, Vice-President of Medical Affairs, then gave a presentation on family physician recruitment and the management of “orphan” patients.

**13. New business****13.1 Accreditation Canada exemplary practice – mass testing for COVID-19**

Stéphane Legacy, Vice-President of Outpatient and Professional Services and of (Acting) Support Services, gave a presentation on the objective and decision with respect to launching four mass screenings for COVID-19.

**14. Adjournment**


Norma McGraw moved to adjourn the meeting at 3:32 p.m.

**15. Evaluation of meeting**

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



David Savoie,  
Chairman of the Board of Directors



Dr. France Desrosiers,  
Secretary of the Board of Directors