

NOTICE OF MEETING

MINUTES

(Original version signed and archived)

Title of meeting:	Board of Directors	Date and time:	February 6, 2024, 1:00 p.m. to 2 :18 p.m.		
Purpose of meeting:	Public Meeting	Place:	Atlantic Host, Bathurst Jade Room		
Chairperson: Administrative Assistant:	Thomas Soucy Sophie Legacy				
Participants					
Members					
Julie Cyr	✓	Yves Francoeur	✓	Claire Savoie	✓
Réjean Després	✓	Jacques Doucet	X	Johanne Thériault Paulin	✓
Ex officio members					
Dr. France Desrosiers	✓	Dr. Eric Levasseur	✓	Annie Carré	✓
Leadership Team					
Ghislaine Arsenault	✓	Yves Goudreau	✓	Patrick Parent	✓
Dr. Natalie Banville	✓	Pierre Michaud	✓	Brigitte Sonier Ferguson	✓
Frédéric Finn	✓	Sharon Smyth Okana	✓		
Permanent guests					
Marc-André LeBlanc	✓	Alain Lavallée	✓		
MINUTES					

1. Opening protocol by Thomas Soucy

The Chairperson of the Board of Directors of Vitalité Health Network (the Network) proceeded with the opening protocol for land acknowledgement.

We respectfully acknowledge that the territory on which we are gathered is part of the traditional lands of the Mi'kmaq. We are striving to build respectful partnerships with all peoples of the province, as we embark on a path of collective healing and true reconciliation and as we honour these magnificent lands together.

2. Call to order

The meeting was called to order at 1:04 p.m.

The Chairperson informed the audience that the Board of Directors has a new member, Jacques Doucet. Unfortunately, Mr. Doucet was absent from this meeting due to a planned absence outside the country, but he will be present at the next meeting.

3. Declaration of conflicts of interest

No conflicts of interest were declared.

4. Adoption of the agenda

The agenda for the February 6, 2024, public meeting was presented for adoption.

MOTION 2024-02-06 / 01P

Moved by Julie Cyr

Seconded by Yves Francoeur

That the Board of Directors adopt the agenda for the February 6, 2024, public meeting as presented.

Motion carried unanimously

5. Submission for approval

5.1 Minutes of the November 7, 2023, meeting

The minutes of the November 7, 2023, meeting were presented for approval.

MOTION 2024-02-06 / 02P

Moved by Johanne Thériault Paulin

Seconded by Claire Savoie

That the Board of Directors approve the minutes of the November 7, 2023, public meeting as presented.

Motion carried unanimously

6. Committee reports

6.1 Joint Care Quality and Patient Safety and Governance and Nomination Committee

6.1.1 QUALITY section

Claire Savoie, Committee Co-chairperson, presented the report on the January 15, 2024, meeting of the Joint Care Quality and Patient Safety and Governance and Nomination Committee – Quality section.

For information purposes

- Review of the decision items agreed upon at the previous meeting (information)
- Performance reports by the learning client program and the cross-disciplinary clinic sector (information)
- Summary report (Q2) on quality, patient safety and patient experience (information)
- Report from the Patient and Family Advisory Committee (information)
- Summary report from the Organizational Risk Office (Q2) (information)

For decision purposes

- Terms of reference of the Care Quality and Patient Safety Committee (MOTION 2024-01-15 / 03 CMQG)
- Work plan of the Care Quality and Patient Safety Committee (MOTION 2024-01-15 / 04 CMQG)

MOTION 2024-02-06 / 03P

Moved by Claire Savoie

Seconded by Julie Cyr

That the Board of Directors receive the report on the January 15, 2024, meeting of the Joint Care Quality and Patient Safety and Governance and Nomination Committee – Quality section.

Motion carried unanimously

MOTION 2024-02-06 / 04P

Moved by Claire Savoie

Seconded by Réjean Després

That the Board of Directors adopt the following two motions:

2024-01-15 / 03CMQG

2024-01-15 / 04CMQG

from the January 15, 2024, meeting of the Joint Care Quality and Patient Safety and Governance and Nomination Committee – Quality section.

Motion carried unanimously

6.1.2 GOVERNANCE section

Claire Savoie, Committee Co-chairperson, presented the report on the January 15, 2024, meeting of the Joint Care Quality and Patient Safety and Governance and Nomination Committee – Governance section.

For information purposes

- Changes related to the consent agenda (information)

- Evaluation of Board of Directors' meetings (information)
- Progression of the by-laws' update (information)
- Appointment of a new member to the Board of Directors (information)

For decision purposes

- Board of Directors' 2023-2024 training plan: creation of a log (MOTION 2024-01-15 / 06CMQG)
- Terms of reference of the Governance and Nomination Committee (MOTION 2024-01-15 / 07CMQG)
- Restructuring of Board committees (MOTION 2024-01-15 / 08CMQG)
- Revision of Board of Directors' work plan and meeting schedule for approval by Board of Directors (MOTION 2024-01-15 / 09CMQG)
- Revision of terms of reference and work plans of Board committees and recommendation for approval by Board of Directors (MOTION 2024-01-15 / 10CMQG and MOTION 2024-01-15 / 11CMQG)
- Adoption of Board of Directors' orientation manual (MOTION 2024-01-15 / 12CMQG)

MOTION 2024-02-06 / 05P

Moved by Claire Savoie

Seconded by Julie Cyr

That the Board of Directors receive the report on the January 15, 2024, meeting of the Joint Care Quality and Patient Safety and Governance and Nomination Committee – Governance section.

Motion carried unanimously

MOTION 2024-02-06 / 06P

Moved by Johanne Thériault Paulin

Seconded by Yves Francoeur

That the Board of Directors adopt the following seven motions:

2024-01-15 / 06CMQG

2024-01-15 / 07CMQG

2024-01-15 / 08CMQG

2024-01-15 / 09CMQG

2024-01-15 / 10CMQG

2024-01-15 / 11CMQG

2024-01-15 / 12CMQG [Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

from the January 15, 2024, meeting of the Joint Care Quality and Patient Safety and Governance and Nomination Committee – Quality section.

Motion carried unanimously

6.2 Joint Strategic Research and Training and Finance and Audit Committee – Finance section

Réjean Després, Committee Co-Chairperson, presented the report on the January 16, 2024, meeting of the Joint Strategic Research and Training and Finance and Audit Committee – Finance section.

For information purposes

- Cash flow (information)

For decision purposes

- Financial statements for the period ended November 30, 2023 (MOTION 2024-01-16 / 03FV)
- Renewal of agreement with external auditors (MOTION 2024-01-16 / 04FV)

MOTION 2024-02-06 / 07P

Moved by Réjean Després

Seconded by Julie Cyr

That the Board of Directors receive the report on the January 16, 2024, meeting of the Joint Strategic Research and Training and Finance and Audit Committee – Finance section.

Motion carried unanimously

MOTION 2024-02-06 / 08P

Moved by Julie Cyr

Seconded by Claire Savoie

That the Board of Directors adopt the following two motions:

2024-01-15 / 03CFV

2024-01-15 / 04CFV

from the January 16, 2024, meeting of the Joint Strategic Research and Training and Finance and Audit Committee – Finance section.

Motion carried unanimously

6.3 Medical Advisory Committee

Dr. Eric Levasseur presented the regional chief of staff report.

- “Choosing Wisely” initiative in the health network (information)
- Collaboration and support related to the Network’s priorities (information)
- Analysis, follow-up and management of medical complaints and incidents (information)
- Collaboration on the “Fair Culture” staff training and promotion of fair culture in analyses (information)
- Promotion and follow-up on medical service quality improvement activities in the Network via PBI (information)
- Collaboration on the revision of the Medical Staff Rules (information)
- Collaboration on the new models of care (information)
- Participation for better integration of the leadership in the care quality and patient safety sector (information)
- Participation in the new Physician Wellness Task Force (information)

Dr. Eric Levasseur, as Chairperson of the Medical Advisory Committee, presented the report on the

December 12, 2023, meeting of the Medical Advisory Committee.

For information purposes

- Policies recommended by the Medical Advisory Committee (information)
- Creation of a local intensive care department in the Acadie-Bathurst Zone (information)
- Appointments of regional/local division heads (information)
- Appointment of local department head (information)
- Recognition/Success (information)

For decision purposes

- Appointments of local department heads (MOTION 2023-12-12 / 02-CMC)

MOTION 2024-02-06 / 09P

Moved by Réjean Després

Seconded by Johanne Thériault Paulin

That the Board of Directors receive the regional chief of staff report and the report on the December 12, 2023, meeting of the Medical Advisory Committee.

Motion carried unanimously

MOTION 2024-02-06 / 10P

Moved by Johanne Thériault Paulin

Seconded by Yves Francoeur

That the Board of Directors adopt the following motion:

2023-12-12 / 02-CMC

from the December 12, 2023, meeting of the Medical Advisory Committee.

Motion carried unanimously

6.4 Professional Advisory Committee

Annie Carré, Chairperson of the Professional Advisory Committee, presented the report on the November 14, 2023, meeting.

For information purposes

- Committee's terms of reference (information)
- Members of the Professional Advisory Committee (information)
- Work plan of the Professional Advisory Committee (information)
- Other subjects that were discussed (information)

For decision purposes

- Policy – Advanced Competencies (MOTION 2023-11-14/04-CPC)
- Request for recommendation of a new member for the Provincial Drugs and Therapeutics Committee (MOTION 2023-11-14/05-CPC)
- Decision criteria related to policies and procedures (MOTION 2023-11-14/06-CPC)

MOTION 2024-02-06 / 11P

Moved by Réjean Després

Seconded by Julie Cyr

That the Board of Directors receive the Professional Advisory Committee report on the November 14, 2023, meeting of the Professional Advisory Committee.

Motion carried unanimously

MOTION 2024-02-06 / 12P

Moved by Julie Cyr

Seconded by Claire Savoie

That the Board of Directors adopt the following three motions:

2023-11-14/04-CPC

2023-11-14/05-CPC

2023-11-14/06-CPC

from the November 14, 2023, meeting of the Professional Advisory Committee.

Motion carried unanimously

7. Information

7.1 In-camera meetings

It is good practice to announce the in-camera meetings of the Board of Directors that have been held since the last Board of Directors meeting. The last meeting was held on November 7, 2023.

In-camera meetings that were held and the reason for the in-camera meeting

- In-camera meeting held December 4, 2023

Reason for in-camera meeting: Discussion of information on risk management or patient care issues

- In-camera meeting held January 26, 2024

Reason for in-camera meeting: Discussion of information that could compromise the effectiveness with which the regional health authority carries out its duties and responsibilities

- In-camera meeting held February 6, 2024

Reasons for in-camera meeting

- Discussion of information specific to an identifiable individual
- Discussion of information on risk management or patient care issues
- Discussion of information that could jeopardize security measures implemented by the regional health authority
- Discussion of information that could compromise the effectiveness with which the regional health authority carries out its duties and responsibilities

8. Patient experience story

8.1 Restigouche Hospital Centre users committee

As part of the person-centred care strategy, the people present had the opportunity to hear Sébastien Lagacé, Director of the Restigouche Hospital Centre, present a video from John Oakley, Eagles Committee Chair, sharing his experience as a patient at the Restigouche Hospital Centre. Luc Poitras, RHC Professional Services Manager, then presented the committee's beginnings and the progress and benefits of the activities.

9. Report by the President and CEO

The President and CEO of the Network presented a report that informed both the Board of Directors and the general public about the results of improvement projects underway at the Network that address challenges related to access to primary health care, patient flow and hospital performance among other items. The President and CEO also took the opportunity to reiterate the need to align projects with the organization's purpose and values.

MOTION 2024-02-06 / 13P

Moved by Réjean Després

Seconded by Yves Francoeur

That the Board of Directors receive the report from the President and CEO for the period of October 1 to December 31, 2023.

Motion carried unanimously

10. Evaluation of meeting

The members of the Board of Directors evaluated the meeting.

11. Adjournment

Julie Cyr moved to adjourn the meeting at 2:18 p.m.

Thomas Soucy
Chairperson of the Board of Directors

Dr. France Desrosiers
Secretary of the Board of Directors