

NOTICE OF MEETING MINUTES 

(Original version signed and archived)

<b>Title of meeting:</b>	Board of Directors	<b>Date and time:</b>	June 18, 2019 at 1:00 p.m.
<b>Purpose of meeting:</b>	Public meeting	<b>Location:</b>	Caraquet Centre culturel (Foyer of the Centre culturel)
<b>Chairperson:</b>	Michelyne Paulin		
<b>Administrative assistant:</b>	Sonia Haché-Lanteigne		
<b>Participants</b>			
<b>Members</b>			
Lucille Auffrey	x	Wes Knight	√
Pauline Bourque	√	Brenda Martin	√
Rita Godbout (Treasurer)	√	Norma McGraw	√
Gabriel Godin (Vice-Chairperson)	√	Gaitan Michaud	√
Emeril Haché	√	Jean-Marie Nadeau	√
<b>Ex officio members</b>			
Gilles Lanteigne	√	Dr. Nicole Leblanc	√
<b>Leadership Team</b>			
Gisèle Beaulieu	√	Jacques Duclos	x
Dr. France Desrosiers	√	Stéphane Legacy	√
<b>MINUTES</b>			

**1. Call to order**

The meeting was called to order at 1:05 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 2019-06-18 / 01P**

Moved by Denis Pelletier

Seconded by Emeril Haché

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 of April 16, 2019 meeting

5.3 Report by the President and CEO

5.4 Physicians' temporary privileges

The Chairperson asked the members whether it was necessary to add or withdraw items from the consent agenda. The following item was withdrawn: 5.3 – Report by the President and Chief Executive Officer

**MOTION 2019-06-18 / 02P**

Moved by Sonia A. Roy

Seconded by Rita Godbout

That the Board of Directors adopt the consent agenda from the June 18, 2019 public meeting following withdrawal of item 5.3 – Report by the President and Chief Executive Officer.

**Motion carried unanimously.**

## LIST OF TEMPORARY PRIVILEGES – May 31, 2019

Physician	Profession	Field of Practice	Category	Privilege Dates		Zones
				From	To	
ALLANACH, Robert	General Practitioner	Family Practice	Locum	April 27, 2019	July 20, 2019	1B
BOSSÉ, Véronique	Dentist	Dental Medicine	Courtesy	April 22, 2019	July 15, 2019	1B
GALLANT, Chantal	General Practitioner	Family Practice	Associate	April 15, 2019	July 8, 2019	1B, 4, 5, 6
HANS, Jefferey	General Practitioner	Family Practice Addiction Services	Consulting	April 4, 2019	June 25, 2019	1B
HENDRIKS, Amélie	General Practitioner	Emergency Medicine Family Practice	Locum	May 17, 2019	August 9, 2019	1B, 4
HUSSAIN, Arif	Pediatrician	Pediatrics Pediatric Cardiology	Consulting	April 25, 2019	July 18, 2019	1B
IRONSIDE, Sarah	Neurologist	Neurology Neuro-Oncology	Consulting	May 21, 2019	August 12, 2019	1B
LESPERANCE, Sarah	General Practitioner	Family Practice Emergency Medicine Geriatrics	Consulting	April 30, 2019	July 23, 2019	1B
MAILLET-LEBEL, Nicole	Dermatologist	Dermatology	Consulting	May 13, 2019	August 5, 2019	1B
MARTIN, Daniel	Anesthetist	Anesthesia	Locum	April 15, 2019	July 8, 2019	1B
PARK, Matthew	Dentist	Dental Medicine	Courtesy	April 22, 2019	July 15, 2019	1B
PELLETIER, Mathieu	Pathologist	Anatomical Pathology	Consulting	June 4, 2019	August 27, 2019	1B
ROBICHAUD, Sébastien	General Practitioner	Emergency Medicine Intensive Care	Locum	July 1, 2019	September 23, 2019	1B
SIKA, Ginette	General Practitioner	Family Practice	Associate	April 8, 2019	July 1, 2019	1B, 4, 5, 6
THÉRIAULT, Maryse	General Practitioner	Family Practice Geriatrics Surgical Assistance Oncology Clinic	Associate	May 28, 2019	August 20, 2019	1B, 4, 5, 6
VEILLEUX, Nadia	General Practitioner	Family Practice Emergency Medicine	Locum	May 15, 2019	August 17, 2019	1B, 4, 5, 6
ROY, Marie-Josée	Pediatrician	Pediatrics	Locum	May 18, 2019	August 9, 2019	4
ROY, Lison	Anesthetist	General Anesthesia	Locum	May 21, 2019	August 16, 2019	4
GROOM THERIAULT, Jonathan	Emergency Physician	Emergency Medicine	Locum	May 3, 2019	June 26, 2019	4
SAUCIER, Dany	Emergency / Family Physician	Emergency Medicine Family Practice	Locum	April 19, 2019	July 12, 2019	4
ROWE, Jeffrey	General Practitioner	Family Practice Emergency Medicine	Locum	June 8, 2019	August 30, 2019	4
GARDNER, Angus	Gynecologist-Obstetrician	Gynecology Obstetrics	Locum	May 17, 2019	August 9, 2019	4
DUMAIS, Dany	Radiologist	Radiology Interventional Radiology	Locum	April 8, 2019	June 28, 2019	4

Physician	Profession	Field of Practice	Category	Privilege Dates		Zones
				From	To	
AZADI, Mojgan	Internist	General Internal Medicine Hospitalization	Locum	May 3, 2019	July 26, 2019	5
BERTRAND, Camille	General Practitioner	Emergency Medicine	Locum	March 1, 2019	May 24, 2019	5
BRAGANZA, David	General Practitioner	Emergency Medicine	Locum	March 29, 2019	June 14, 2019	5
BROUSSEAU, Katharina	General Practitioner	Emergency Medicine Hospitalization	Locum	February 15, 2019	May 10, 2019	5
BUDURYAN, Violetta	Gynecologist-Obstetrician	Gynecology Obstetrics	Locum	January 4, 2019	March 29, 2019	5
CASHMAN, Stephen	General Practitioner	Family Practice Emergency Medicine Hospitalization	Locum	December 28, 2018	March 22, 2019	5
CHIASSON, Melissa	Internist	General Internal Medicine Internal Medicine – Closed Intensive Care	Locum	May 31, 2019	August 23, 2019	5
FONTAINE, Arthur	General Practitioner	Emergency Medicine	Active	March 26, 2019	June 14, 2019	5
JAHANGIR, Mubeen	Psychiatrist	Psychiatry	Active	May 24, 2019	August 16, 2019	5
LEBELLE, Nadine	General Practitioner	Emergency Medicine	Active	March 26, 2019	June 14, 2019	5
ROWE, Jeffrey	General Practitioner	Emergency Medicine Hospitalization	Locum	June 14, 2019	September 6, 2019	5
ARSENAULT, Sylvain	General Practitioner	Family Practice	Locum	April 12, 2019	July 6, 2019	6
BEAUCAGE, Pierre	General Practitioner	Family Practice	Locum	April 12, 2019	July 6, 2019	6
BLANCHETTE, Rémi	Radiologist	Medical Imaging	Locum	May 4, 2019	July 26, 2019	6
BOSSÉ, Marilyne	Orthopedic Surgeon	Orthopedics	Active	May 18, 2019	August 9, 2019	6
CLOUTIER, Francis	Radiologist	Radiology	Locum	May 4, 2019	July 26, 2019	6
DESLAURIERS, Jean-Phillip	Rheumatologist	Rheumatology	Associate	April 12, 2019	July 6, 2019	6
DIGNARD, Hugo	General Practitioner	Family Practice	Locum	May 11, 2019	August 2, 2019	6
FARREL, Ruth	Gynecologist-Obstetrician	Gynecology	Associate	April 11, 2019	July 5, 2019	6
GUENICHE, Fanny	General Practitioner	Family Practice Oncology Clinic	Associate	April 12, 2019	July 6, 2019	6

Legend: D = Decision I = Information C = Consultation

HACHÉ, Mireille	Psychiatrist	Adult Psychiatry	Active	May 18, 2019	August 9, 2019	6
HARRABI, Hanen	General Practitioner	Family Practice Oncology Clinic Geriatrics Emergency Medicine	Locum	May 25, 2019	August 16, 2019	6
HARPER, Aaron	Pathologist	General Pathology	Associate	May 11, 2019	August 2, 2019	6
ISABEL, Marilyn	Radiologist	Radiology	Locum	April 27, 2019	July 19, 2019	6
LAMARRE, Marie-Soleil	General Practitioner	Family Practice	Associate	May 25, 2019	August 16, 2019	6
LANDRY, Geneviève	General Practitioner	Emergency Medicine Oncology Clinic	Associate	May 15, 2019	August 9, 2019	6
LANDRY, Jean-Gabriel	Anesthetist	General Anesthesia	Locum	June 22, 2019	September 13, 2019	6
LANDRY, Jean-Gabriel	General Practitioner	Family Practice	Associate	June 15, 2019	September 6, 2019	6
LOSIER, Mathias	General Practitioner	Emergency Medicine	Associate	May 11, 2019	August 1, 2019	6

Physician	Profession	Field of Practice	Category	Privilege Dates		Zones
				From	To	
MALLET, Maxime	General Practitioner	Family Practice Emergency Medicine	Associate	April 12, 2019	July 6, 2019	6
MATTEAU, Sylvain	Cardiologist	Cardiology	Active	May 25, 2019	August 16, 2019	6
MÉNARD, Sophonie	General Practitioner	Family Practice	Locum	May 18, 2019	August 9, 2019	6
MINZ, Jonathan	General Practitioner	Emergency Medicine	Locum	June 21, 2019	September 13, 2019	6
PARENT, Marc-Etienne	Rheumatologist	Rheumatology	Associate	April 12, 2019	July 6, 2019	6
PERRON, Benjamin	General Practitioner	Family Practice Emergency Medicine	Locum	May 25, 2019	August 16, 2019	6
PHAM, Xuan Huyen	Nuclear Medicine Specialist	Nuclear Medicine	Locum	May 25, 2019	August 16, 2019	6

### 5.3 Report by the President and Chief Executive Officer

The President and CEO's report covered the period from April 8 to June 7, 2019. It included the main accomplishments involved in meeting the objectives of the 2017–2020 Strategic Plan, the 2019–2020 Regional Health and Business Plan, and other priority and current files of the Network.

Emeril Haché proposed reiterating the Board of Directors' total confidence in Gilles Lanteigne as President and Chief Executive Officer of Vitalité Health Network given: 1) the Network's importance to New Brunswick's Francophone communities; 2) the complexity of the files that the President and CEO must handle every day, and 3) the Leadership Team's engagement and mobilization under the direction of the President and CEO.

#### **MOTION 2019-06-18 / 03P**

Moved by Emeril Haché

Seconded by Sonia A. Roy

That the Board of Directors reiterate its total confidence in Gilles Lanteigne as President and CEO of Vitalité Health Network.

**Motion carried unanimously.**

#### **MOTION 2019-06-18 / 04P**

Moved by Claire Savoie

Seconded by Pauline Bourque

That the Board of Directors adopt the report of the President and Chief Executive Officer.

**Motion carried unanimously.**

## 6. Committee reports

### 6.1 Governance and Nomination Committee

Norma McGraw (standing in for Lucille Auffrey, Committee Chairperson), presented the report on the June 3, 2019 meeting. The following items had been raised:

- Strategic planning;
- Policy and procedure review;
- Terms of reference of the Professional Advisory Committee (PAC);
- Appointment of PAC Chairperson;
- Appointment of Regional Chief of Staff;
- Appointment of members of various committees, leaders and chairpersons;
- Self-evaluations, evaluation of Chairperson of the Board of Directors and chairpersons of the various committees, peer evaluation.

**MOTION 2019-06-18 / 05P**

Moved by Norma McGraw

Seconded by Gaitan Michaud

That the Board of Directors receive the report on the June 3, 2019 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 June 4, 2019 meeting. The following items had been raised:

- Strategic and operational scorecard;
- Follow-up – Recommendations of external auditors 2018–2019;
- Appointment of external auditors;
- Budget letter 2019–2020;
- Approval of budget changes 2018–2019;
- Financial statements for the fiscal year ended March 31, 2019;
- Auditors' Report;
- Approval of budget amendments for 2018–2019 (MOTION 2019/06/04 / 03FV);
- Financial statements for the fiscal year ended March 31, 2019 (MOTION 2019-06-04 / 04FV);
- Auditors' Report (MOTION 2019-06-04 / 05FV).

**MOTION 2019-06-18 / 06P**

Moved by Rita Godbout

Seconded by Wes Knight

That the Board of Directors receive the report on the June 4, 2019 meeting of the Finance and Audit Committee.

**Motion carried unanimously.**

**MOTION 2019-06-18 / 07P**

Moved by Rita Godbout

Seconded by Claire Savoie

That the Board of Directors adopt the three following motions made at the June 4, 2019 meeting of the Finance and Audit Committee: MOTION 2019-06-04 / 03FV, MOTION 2019-06-04 / 04FV and MOTION 2019-06-04 / 05FV.

**Motion carried unanimously.**

**6.3 Client Service, Quality Management and Safety Committee**

Claire Savoie, Committee Chairperson, presented the report on the June 4, 2019 meeting. The following items had been raised:

- Incidents related to confidentiality and privacy protection – Q4;
- Annual Report – Complaints;
- Annual Report – Risk Management;
- Annual Report – Emergency Measures;
- Annual Report – Official Languages;
- Annual Report – Access to Information;
- Annual Report – Inpatients' Experience;
- Annual Report – Ethics;
- Report by the Patient and Family Advisory Committee;
- Recommendations of review committees;
- Scorecard – Restigouche Hospital Centre;
- Strategic and Operational Scorecard (March 2019) and new format;
- Recommendations of review committees (MOTION 2019-06-04 / 03SCGQS);
- Strategic and Operational Scorecard (March 2019) (MOTION 2019-06-04 / 04SCGQS);
- New format – Balanced Scorecard (MOTION 2019-06-04 / 05SCGQS).

**MOTION 2019-06-18 / 08P**

Moved by Claire Savoie

Seconded by Brenda Martin

That the Board of Directors receive the report on the June 4, 2019 meeting of the Client Service, Quality Management and Safety Committee.

**Motion carried unanimously.**

The members of the Patient and Family Advisory Committee will be invited to the next meeting to share their action plan.

**MOTION 2019-06-18 / 09P**

Moved by Claire Savoie

Seconded by Emeril Haché

That the Board of Directors adopt the three following motions made at the June 4, 2019 meeting of the Client Service, Quality Management and Safety Committee: MOTION 2019-06-04 / 03SCGQS, MOTION 2019-06-04 / 04SCGQS and MOTION 2019-06-04 / 05SCGQS.

**Motion carried unanimously.**

**6.4 Strategic Research and Training Committee**

Pauline Bourque, Committee Chairperson, presented the report on the May 21, 2019 meeting. The following items had been raised:

- Updated research project list;
- Update of Operational Plan;
- Update of clinical learning units deployment plan;
- Update of communication plan for development of the university mission 2018–2020;
- Report on training activities;
- Financial report on clinical trial activities;
- Documents submitted for information purposes:
  - Annual research summary 2018;
  - Operational plan for development of university mission 2018–2020;
  - Clinical learning units deployment plan;
  - Updated research project list;
  - Summary of training activities for academic year 2018–2019;
  - Financial report summary for sponsored clinical trial activities for fiscal year 2018–2019.

**MOTION 2019-06-18 / 10P**

Moved by Pauline Bourque

Seconded by Jean-Marie Nadeau

That the Board of Directors receive the report on the May 21, 2019 meeting of the Strategic Research and Training Committee.

**Motion carried unanimously.**

**6.5 Medical Advisory Committee (MAC)**

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

- Practice-ready-assessment – progress on file with resource allocated to the project;
- Dr. Georges-L.-Dumont UHC – Emergency file – action plan in place;
- Culture of fairness;
- Privilege cycles 2020 – planning underway;
- Restigouche Hospital Centre.

Dr. LeBlanc, as Committee Chairperson, also presented the report on the May 14, 2019 meeting. The following items had been raised:

- Reports presented to MAC members:
  - Report by the Vice-President of Medical Services, Training and Research;
  - Report by the President and CEO;
  - Report by the PAC;
  - Annual Medical Complaints Report.
- Approval of policies and forms:

- Medical order – Analgesia, Sedation, Care of Mechanically Ventilated Patients (MOTION 2019-05-14/03CMC);
- Medical order – Mechanically Ventilated Adult Patient Care (MOTION 2019-05-14/04CMC);
- Medical order – dexmedetomidine (MOTION 2019-05-14/05CMC).
- Appointments:
  - MAC member and Family Medicine sector (MOTION 2019-05-14/06CMC);
  - Local department heads (MOTION 2019-05-14/08CMC);
  - Regional department and division heads (MOTION 2019-05-14/10CMC).
- Requests for privileges and changes to privileges (MOTION 2019-05-14/07CMC):
  - Requests for privileges – Beauséjour, Northwest and Restigouche zones;
  - Requests for changes to privileges – Beauséjour and Restigouche zones.
- Requests for privileges – Beauséjour, Northwest and Restigouche zones (MOTION 2019-05-14/07CMC);
- Requests for changes to privileges – Beauséjour and Restigouche zones (MOTION 2019-05-14/07CMC);
- Annual renewal – MAC members (MOTION 2019-05-14/11CMC);
- Annual renewal – local chiefs of staff (MOTION 2019-05-14/12CMC);
- Annual renewal – LMAC members – Beauséjour, Northwest, Restigouche and Acadie-Bathurst zones (MOTION 2019-05-14/13CMC);
- Renewal of terms of two MAC members (MOTION 2019-05-28/01CMC and MOTION 2019-05-28/02CMC) (by electronic vote on May 28, 2019);
- Requests for privileges – Acadie-Bathurst Zone (by electronic vote on June 10, 2019) and requests for changes to privileges – Acadie-Bathurst Zone (MOTION 2019-06-10/01 CMC);
- Annual renewal – department heads (MOTION 2019-05-14/14CMC);
- Privileges granted to clinical medical interns and to medical learners for 2019–2020 (MOTION 2019-05-14/15CMC).

**MOTION 2019-06-18 / 11P**

Moved by Sonia A. Roy

Seconded by Pauline Bourque

That the Board of Directors receive the report of the Regional Chief of Staff and the report on the May 14, 2019 meeting of the MAC.

**Motion carried unanimously.****MOTION 2019-06-18 / 12P**

Moved by Brenda Martin

Seconded by Wes Knight

That the Board of Directors adopt the 15 following motions from the May 14, 2019 meeting of the MAC: MOTION 2019-05-14/03CMC, MOTION 2019-05-14/04CMC, MOTION 2019-05-14/05CMC, MOTION 2019-05-14/06CMC, MOTION 2019-05-14/07CMC, MOTION 2019-05-14/08CMC, MOTION 2019-05-14/10CMC, MOTION 2019-05-14/11CMC, MOTION 2019-05-14/12CMC, MOTION 2019-05-14/13CMC, MOTION 2019-05-14/14CMC, MOTION 2019-05-14/15CMC, MOTION 2019-05-28/01CMC, MOTION 2019-05-28/02CMC and MOTION 2019-06-10/01CMC.

**Motion carried unanimously.****6.6 Professional Advisory Committee (PAC)**

Janie Levesque, Committee Chairperson, presented the report on the May 21, 2019 meeting. The following items had been raised:

- PAC member update;
- Update – Restigouche Hospital Centre (RHC);
- Policies (drafts):
  - Management of Medication Administration Record (MAR) (MOTION 2019/05/21-03CPC);
  - Audiology Waiting List (MOTION 2019/05/21-04CPC);
  - Autotransfuser (MOTION 2019/05/21-05CPC).

**MOTION 2019-06-18 / 13P**

Moved by Claire Savoie

Seconded by Rita Godbout

That the Board of Directors receive the report on the May 21, 2019 meeting of the PAC.

**Motion carried unanimously.**

**MOTION 2019-06-18 / 14P**

Moved by Sonia A. Roy

Seconded by Denis Pelletier

That the Board of Directors adopt the three following motions from the May 21, 2019 meeting of the PAC: MOTION 2019/05/21-03CPC, MOTION 2019/05/21-04CPC and MOTION 2019/05/21-05CPC.

**Motion carried unanimously.**

**7. Documentation for members**

Norma McGraw summarized the article “First Case On-Time Starts Measured by Incision On-Time and No Grace Period: A Case Study of Operating Room Management.” Ms. McGraw was thanked for this summary. The members of the Board of Directors were invited to suggest articles for future meetings.

**8. Patient experience history**

No patient experience history was presented. This topic was deferred to the next meeting.

**9. Community relations / services provided**

**9.1 Atlantic Cancer Research Institute (ACRI)**

Dr. Rodney Ouellette, ACRI President and Scientific Director, give a presentation on the organization and on some of its research projects underway, with special attention to joint initiatives with the respective organizations. The Chairperson warmly thanked Dr. Ouellette and Brigitte Sonia-Ferguson for this very enriching presentation.

**10. Adjournment**

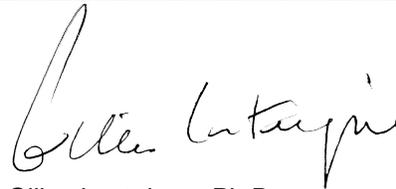
Pauline Bourque moved to adjourn the meeting at 2:35 p.m.

**11. Evaluation of meeting**

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



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



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