

**Minutes of the Public Meeting of the Board of Directors
Tuesday, February 25, 2014, at 1:30 p.m.
Jade Room, Atlantic Host Hotel Conference Centre, Bathurst**

(Original version signed and archived)

- Present:** Paul F. Couturier (Chairman) Christian Mercier
Paulette Sonier Rioux Tracy Peters
Sonia A. Roy Bonnie Mae Martin
Rita Godbout Anne C. Soucie
Gabriel Godin (Vice-President) Donald Thériault
Roger Doiron Lester Young
Rino Volpé, President and Chief Executive Officer, ex officio member
Dr. France Desrosiers, Regional Chief of Staff, ex officio member
- Excused:** Philippe Ferguson (Treasurer) Monique A. Leblanc
Adélarde Cormier
Linda Sunderland, Chairperson of the PAC, ex officio member
- Senior managers present:** Pierre Verret, Chief Operating Officer, Zone 4 (Northwest)
Richard Losier, Chief Operating Officer, Zone 1 (Beauséjour)
Stéphane Legacy, Chief Operating Officer, Zone 6 (Acadie-Bathurst)
Gisèle Beaulieu, Vice-President, Planning, Quality, Privacy and Human Resources
Alain Béchard, Vice-President of Finance
- Senior manager – excused:** Jacques Duclos, Chief Operating Officer, Zone 5 (Restigouche)
- Recording secretary:** Marie-Andrée Haché

1. Call to order

Paul Couturier, Chairman of the Board of Directors, welcomed the participants and called the meeting to order at 1:30 p.m.

2. Constitution of quorum and notice of meeting

The meeting was duly called and quorum achieved.

3. Approval of the agenda

Roger Doiron asked that the following two items be added to the President and CEO's report:

7.1 Elections 2016

7.2 Transportation of individuals outside the zones

MOTION 2014/02/25-01P

It was moved by Sonia Roy, seconded by Christian Mercier, that the agenda be adopted with these additions.

Motion carried unanimously.

4. Declaration of potential conflicts of interest

Nothing to report.

5. Approval of the minutes of the December 5, 2013 meeting

MOTION 2014/02/25-02P

It was moved by Anne Soucie, seconded by Rita Godbout, that the minutes of the meeting held December 5, 2013, be adopted as presented.

Motion carried unanimously.

6. Business arising from the minutes

No business.

7. Report by the President and CEO

Rino Volpé presented a report, including the Network's activities since the last meeting. Roger Doiron then presented two inpatient experiences (peace and quiet in hospitals and poor quality of service received).

7.1 Elections 2016

Roger Doiron asked for an update on the Board's recommendation to have the language added on the Elections NB form for the election of Network Board members. Rino Volpé explained that the request had been submitted to the Minister and he would do a follow-up with the Department.

7.2 Transportation of individuals outside the zones

Roger Doiron asked for an update on the program to help patients who must travel outside their zone for health care services. He also asked for an update on better appointment scheduling. Rino Volpé explained that a letter had been sent to the Minister, who had answered that the Department could not afford to put this in place. Christian Mercier brought up the cases of two patients from the Campbellton area that could have been done via videoconference. He said he was happy to see that initiatives undertaken included videoconference clinics. Paul Couturier explained that they would not give up on this request and would submit it again to the Minister sometime. Roger Doiron also asked for an update on better medical appointment scheduling. Rino Volpé explained that this was under the Network's radar, but it was not always in our hands.

Gabriel Godin stressed that the President and CEO's report referred to construction projects and as far as the Bathurst project was concerned, he said that efforts should be made to get more money, as the project must go ahead. Rino Volpé reported that we had received what had been requested for this year's budget, but there was a drawback concerning the Bathurst project.

MOTION 2014/02/25-03P

It was moved by Roger Doiron, seconded by Paulette Sonier Rioux, that the President and CEO's report be approved as presented.

Motion carried unanimously.

8. Committee reports

8.1 Quality and Risk Management Committee

Anne Soucie presented the report of the Quality and Risk Management Committee meeting held February 5, 2014.

The following items were addressed during the meeting:

- Amendment to the previous meeting minutes;
- Accreditation Canada;
- Governance training;
- Committee's terms of reference;
- SANDOZ medication shortage;
- Quality management and operating structure accountability framework;
- Presentation of a few reports, such as the dashboard – Quality, survey results, results of the New Brunswick health care system 2013 scorecard.

MOTION 2013/02/25-04P

It was moved by Anne Soucie, seconded by Gabriel Godin, that the Board of Directors ratify motions 2014/02/5-02GRQ, and 2014/02/5-04GRQ:

- That the November 1, 2013 meeting minutes of the Quality and Risk Management Committee be amended under item 6.4 *Patient appointments – one visit, one condition* to reflect that the Network had been informed about the Physicians College's position only verbally and not in writing;
- That the Committee's terms of reference be adopted after adding under membership and operation of the terms of reference that all members are voting members, except for the Chair and President and CEO who are ex officio members.

Motion carried unanimously.

MOTION 2014/02/25-04P

It was moved by Anne Soucie, seconded by Christian Mercier, that the Board of Directors approve the report of the February 5, 2014 meeting of the Quality and Risk Management Committee as presented.

Motion carried unanimously.

8.2 Finance and Audit Committee

In the absence of Philippe Ferguson, Paul Couturier presented the Finance and Audit Committee report (February 13, 2014 meeting).

The following items were addressed during the meeting:

- Presentation of the 2013-2014 Audit Plan by the auditor;
- Financial results;
- Increase in the 2013-2014 budget;
- 2014-2015 budget.

MOTION 2014/02/25-05P

It was moved by Paul Couturier, seconded by Donald Thériault, that the Board of Directors ratify motions 2014/02/13-02FV, 2014/02/13-03F, 2014/02/13-04FV, and 2014/02/13-05FV:

- That the November 26 meeting minutes be approved;
- That the Audit Plan report be adopted;
- That the December 2013 financial statements be adopted;

- That the 12.5 million budget amendment to end the 2013-2014 fiscal year be added to budget.

Motion carried unanimously.

MOTION 2014/02/25-05P

It was moved by Paul Couturier, seconded by Lester Young, that the Board of Directors approve the report of the February 13, 2014 meeting of the Finance and Audit Committee as presented.

Motion carried unanimously.

8.3 Professional Advisory Committee

In the absence of Linda Sunderland, Gisèle Beaulieu presented the report of the Professional Advisory Committee meeting held on February 13, 2014.

The following items were addressed during the meeting:

- Chief Operating Officer as ex officio member on the PAC;
- Structure of PAC committees;
- Date and time format policy;
- By-Laws;
- Collaboration site;
- PAC chairperson;
- Quality management and operating structure accountability framework;
- Members of the Provincial Drugs and Therapeutics Committee;
- Report of the Quality and Patient Safety sector;
- Reports of PAC subcommittees.

MOTION 2014/02/25-07P

It was moved by Sonia Roy, seconded by Gabriel Godin, that the two following motions submitted by the PAC be adopted:

- The PAC nominated Linda Sunderland as PAC Chairperson for another three-year term;
- The PAC moved that Diane Mignault, Regional Director of Integrated Risk Management and Regional Chief Privacy Officer, replace Nicole Frigault, and that Stéphane Legacy, Chief Operating Officer, Zone 6, replace Annette LeBouthillier, as new members of the Provincial Drugs and Therapeutics Committee.

Motion carried unanimously.

MOTION 2014/02/25-08P

It was moved by Donald Thériault, seconded by Paulette Sonier Rioux, that the Board of Directors approve the report on the February 13, 2014 meeting of the Professional Advisory Committee as presented.

Motion carried unanimously.

8.4 Strategic Research Committee

Rita Godbout presented the report of the Strategic Research Committee meeting held on February 13, 2014.

The following items were addressed during the meeting:

- Summary of activities and link with various partners;
- Research projects being developed or under way;
- Financial statements of the research sector;
- Creation of AUHCs;
- Presentation: The Maritime SPOR Support Unit, a research strategy that puts patients first, Canadian Institutes of Health Research (CIHR);
- Research Support Office organizational chart;
- Next 2014-2017 strategic planning exercise;

- Research Ethics Board.

MOTION 2012/02/25-09P

It was moved by Rita Godbout, seconded by Anne Soucie, that the Board of Directors ratify motion 2014/02/13-03CSR that background information on AUHCs be prepared with the assistance of the Research Support Office and, if an answer from other zones is received by the next Board meeting, that the item about the creation of AUHCs for regional hospitals be brought directly to the Board of Directors.

Motion carried unanimously.

MOTION 2014/02/25-07P

It was moved by Rita Godbout, seconded by Tracy Peters, that the Board of Directors approve the report of the February 13, 2014 meeting of the Strategic Research Committee as presented.

Motion carried unanimously.

8.5 Medical Advisory Committee (MAC)

Dr. France Desrosiers presented the nomination of a physician as Department Head of Anesthesia in Zone 6, namely Dr. Catherine Boisvert.

MOTION 2014/02/25-08P

It was moved by Donald Thériault, seconded by Tracy Peters, that the Board of Directors adopt the nomination of Dr. Catherine Boisvert as Department Head of Anesthesia in Zone 6.

Motion carried unanimously.

9. Adjournment

Sonia Roy moved that the meeting be adjourned at 2:54 p.m.

Paul Couturier
Chairman of the Board of Directors

Rino Volpé
Board Secretary