

**Minutes of the Public Meeting of the Board of Directors  
Wednesday, June 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  
Philippe Ferguson Lester Young  
Sonia A. Roy Tracy Peters  
Rita Godbout Paulette Sonier-Rioux  
Gabriel Godin (Vice-Chairman) Donald Thériault  
Roger Doiron Anne C. Soucie  
Rino Volpé, President and CEO, ex-officio member  
Dr. France Desrosiers, Regional Chief of Staff, ex officio member  
Linda Sunderland, Chairperson, PAC, ex officio member

**Excused:** Bonnie Mae Martin Adélard Cormier

**Senior managers present:**

Jacques Duclos, Chief Operating Officer, Zone 5 (Restigouche)  
Stéphane Legacy, Chief Operating Officer, Zone 6 (Acadie-Bathurst)  
Gisèle Beaulieu, Vice-President, Planning, Quality, Privacy and Human Resources  
Alain Béchard, Vice-President, Finance

**Senior managers absent:**

Pierre Verret, Chief Operating Officer, Zone 4 (Northwest)  
Richard Losier, Chief Operating Officer, Zone 1B (Beauséjour)

**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 1:40 p.m.

**2. Constitution of quorum and notice of meeting**

The meeting was duly called and quorum achieved.

**3. Approval of the agenda**

**MOTION 2014/06/25-01P**

It was moved by Christian Mercier, seconded by Sonia Roy, to approve the agenda as presented.

**Motion carried unanimously.**

**4. Declaration of potential conflicts of interest**

Nothing to report.

**5. Adoption of minutes of the April 29, 2014 meeting**

**MOTION 2014/06/25-02P**

It was moved by Philippe Ferguson, seconded by Rita Godbout, that the minutes of the April 29, 2014 meeting be approved as read.

**Motion carried unanimously.**

**6. Business arising from the minutes**

Nothing to report.

**7. Committee reports**

**7.1 Executive Committee**

Paul Couturier presented the Executive Committee report for the June 13, 2014 meeting. The following items were addressed:

- Appointment of members to the Research Ethics Committee;
- Joint Provincial Support Services Management Solution (JSRFP).

**MOTION 2013/06/25-03P**

It was moved by Paul Couturier, seconded by Sonia Roy, that the Board of Directors adopt the Executive Committee report for the June 13, 2014 meeting, including motions 2014/06/13-03EXE, 2014/06/13-04EXE, and 2014/06/13-05EXE.

**Motion carried unanimously.**

**7.2 Governance and Nomination Committee**

Tracy Peters presented the Governance and Nomination Committee report for the May 26, 2014 meeting. The revision of the Board of Directors' policies was discussed at that meeting.

**MOTION 2014/06/25-04P**

It was moved by Tracy Peters, seconded by Paulette Sonier-Rioux, that motion 2014/05/26-03GMC be approved in order to adopt policies CA-150 Duties of the Vice-Chairperson of the Board of Directors and CA-160 Duties of the Treasurer of the Board of Directors with a one-year renewable mandate for both positions.

**Motion carried unanimously.**

**MOTION 2014/06/25-05P**

It was moved by Tracy Peters, seconded by Lester Young, that the Board of Directors approve motion 2014/05/26-04GMC in order to adopt policies CA-140 Duties of the Chairperson of the Board of Directors, CA-170 Duties of the Secretary of the Board of Directors, and CA-400 President and CEO Performance Appraisal Process as presented to the Committee and to adopt policy CA-180 Duties of the President and Chief Executive Officer, keeping the Responsibilities section.

**Motion carried unanimously.**

**MOTION 2014/06/25-06P**

It was moved by Tracy Peters, seconded by Rita Godbout, that the Board of Directors adopt the Governance and Nomination Committee report for the May 26, 2014 meeting as read.

**Motion carried unanimously.**

**7.3 Finance and Audit Committee**

Philippe Ferguson presented the Finance and Audit Committee report for the June 17, 2014 meeting. The following items were discussed:

- Increase in the 2013-2014 budget;
- March 31, 2014 financial results;
- May 31, 2014 financial results.

**MOTION 2014/06/25-07P**

It was moved by Philippe Ferguson, seconded by Anne Soucie, that the Finance and Audit Committee report for the June 17, 2014 meeting be adopted.

Details on expenses related to locums were requested.

**Motion carried unanimously.**

**MOTION 2014/06/25-08P**

It was moved by Philippe Ferguson, seconded by Christian Mercier, that motions 2014/06/17-03FV, 2014/04/17-05FV, and 2014/04/17-06FV be adopted.

**Motion carried unanimously.**

**MOTION 2014/06/25-09P**

It was moved by Lester Young, seconded by Gabriel Godin, that motion 2014/04/03-01FV be adopted in order to secure a \$2 million line of credit from the Caisse populaire for Vitalité Health Network's operation needs.

**Motion carried unanimously.**

**7.4 Quality and Risk Management Committee**

Anne Soucie presented the Quality and Risk Management Committee report for the May 26, 2014 meeting. The following items were addressed:

- Accreditation Canada;
- Accreditation by OLA;
- Quality Plan;
- Quality scorecard;
- Quality and patient safety training for members of the Board of Directors;
- Inpatient satisfaction survey and report on trends per zone;
- Regional complaint report;
- National hand hygiene challenge;

- Annual incident report;
- Patient appointments—one visit, one condition.

**MOTION 2014/06/25-10P**

It was moved by Anne Soucie, seconded by Sonia Roy, that the Board of Directors adopt motion 2014/05/26-03GRQ that after reviewing guidelines distributed by the College of Physicians and Surgeons of New Brunswick and considering comments made by patients complaining about “One problem per visit,” the Board of Directors take a stand and recommend to physicians practising in Vitalité Health Network to follow guidelines as recommended by the Regional Chief of Staff, seconded by the Board of Directors’ Quality and Risk Management Committee.

Before taking a vote, a discussion was held regarding the order in which recommendations are made, and Roger Doiron asked if item 5 should not come first. Dr. France Desrosiers answered that all items were important and the order was not a priority factor.

**Motion carried unanimously.**

**MOTION 2014/06/25-11P**

It was moved by Anne Soucie, seconded by Roger Doiron, that the Quality and Risk Management Committee report for the May 26, 2014 meeting be adopted as read.

**Motion carried unanimously.**

**7.5 Professional Advisory Committee**

Linda Sunderland presented the Professional Advisory Committee report for the May 20, 2014 meeting. The following topics were discussed:

- Date and time format policy;
- Quality management accountability structure – Committees reporting to the PAC;
- Terms of reference of the PAC;
- Renewal of right to practice;
- Recruitment of PAC members;
- Report by the quality and patient safety sector.

**MOTION 2014/06/25-12P**

It was moved by Roger Doiron, seconded by Sonia Roy, that the Professional Advisory Committee report for the May 20, 2014 meeting be adopted as read..

**Motion carried unanimously.**

**7.6 Medical Advisory Committee**

Dr. France Desrosiers presented the Medical Advisory Committee report for the May 27, 2014 meeting. The following topics were discussed:

- Antimicrobial Stewardship Committee;
- Scorecard and indicators;
- Renewal of the mandates of regional and provincial committee members.

**MOTION 2014/06/25-13P**

It was moved by Philippe Ferguson, seconded by Anne Soucie, that the Medical Advisory Committee report for the May 27, 2014 meeting be adopted as read.

**Motion carried unanimously.**

**8. Adjournment**

Lester Young moved that the meeting be adjourned at 2:05 p.m.

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Paul Couturier  
Chairman of the Board of Directors

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Rino Volpé  
Board Secretary