

NOTICE OF MEETING **MINUTES**
(Original version signed and archived)

Title of meeting:	Board of Directors	Date and time:	February 28, 2017 at 1:00 p.m.
Purpose of meeting:	Public meeting	Location: Best Western Plus Bathurst Acadie-Tetagouche Room	
Chairperson:	Michelyne Paulin		
Secretary:	Sonia Haché-Lanteigne		

Participants

Members

Lucille Auffrey	√	Wesley Knight	√	Michelyne Paulin (Chairperson)	√
Pauline Bourque	√	Brenda Martin	√	Denis M. Pelletier	√
Rita Godbout (Treasurer)	√	Norma McGraw	√	Sonia A. Roy	√
Gabriel Godin	√	Gaitan Michaud	√	Claire Savoie	√
Emeril Haché	√	Jean-Marie Nadeau	√	Anne C. Soucie (Vice-Chairperson)	√

Ex-officio members

Gilles Lanteigne	√	Dr. Nicole LeBlanc	√	Linda Sunderland	√
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Leadership team

Gisèle Beaulieu	√	Jacques Duclos	√	Johanne Roy	√
Dr. France Desrosiers	√	Stéphane Legacy	√	Pierre Verret	√

MINUTES

1. Call to order

The Chairperson of the Board of Directors welcomed the participants and called the meeting to order at 1:00 p.m.

2. Constitution of quorum and notice of meeting

The meeting was duly called and quorum was achieved.

3. Adoption of notice of meeting

The notice of meeting was submitted for approval.

MOTION 2017-02-28 / 01P

Moved by Denis M. Pelletier

Seconded by Emeril Haché

That the Board of Directors adopt the notice of meeting.

Motion carried unanimously

4. Declaration of potential conflicts of interest

No conflict of interest was raised.

5. Adoption of minutes of the December 6, 2016 meeting

The minutes of the December 6, 2016 meeting were submitted for adoption.

MOTION 2017-02-28 / 02P

Moved by Claire Savoie

Seconded by Gaitan Michaud

That the Board of Directors adopt the minutes of the December 6, 2016 meeting.

Motion carried unanimously

6. Business arising from the minutes and follow-up

6.1 Position of the Board of Directors on the management of food and environmental services

The Government informed the Network of its decision to privatize food and environmental services at a meeting held on January 27, 2017. The Board Chairperson and CEO attended the meeting.

Following correspondence exchanged between the Minister of Health and the Network and the analysis of their content, the Board of Directors reviewed the following resolutions:

Considering that the proposal submitted to maintain food and environmental services under the responsibility of the Network involves: (1) greater financial savings, (2) better quality and integration of these services into the clinical component, (3) better results in the satisfaction of users and hospital-acquired infection rates, and (4) lesser impact for the staff;

Considering that the Network explicitly communicated the results of the rigorous analysis of the pros and cons of having food and environmental services managed by a third party and that the Network carried out its responsibilities, powers and duties with respect to its mandate under the *Regional Health Authorities Act*;

Considering that the Board of Directors believe that it has fulfilled its obligations with respect to the informed advice provided to the Minister;

MOTION 2017-02-28 / 03P

Moved by Sonia A. Roy

Seconded by Emeril Haché

That the Board of Directors remain convinced that, based on in-depth analysis, the management of food and environmental services should remain under the Network's responsibility, despite the advantages outlined in the Minister of Health's correspondence dated January 17, 2017 and received February 7, 2017.

Motion carried unanimously

MOTION 2017-02-28 / 04P

Moved by Sonia A. Roy

Seconded by Emeril Haché

That the Board of Directors request that the Department of Health: (1) clarify its role and the roles of Service New Brunswick and Vitalité Health Network in evaluating the Sodexo proposal, (2) disclose the current state of the negotiations under way with Sodexo, and (3) share the current evaluation of the anticipated guaranteed savings to result from third party management of food and environmental services.

Motion carried unanimously

6.2 Responses from the Minister of Health to the five recommendations made by the Board of Directors on June 28, 2016

The responses from the Minister of Health to the five recommendations made by the Board of Directors last June were hand delivered on January 27, 2017. In brief, the responses do not provide much in the way of additional information or new solutions to address the Board's concerns. However, recommendation #5 appears to have been misunderstood. The Board of Directors was proposing to integrate seniors' services rather than to integrate structures, which appears to have been misinterpreted.

MOTION 2017-02-28 / 05P

Moved by Jean-Marie Nadeau

Seconded by Lucille Auffrey

That the Board of Directors clarify recommendation #5 with the Department of Health: to incorporate services to seniors did not involve changing structures but rather better integrating services so as to eliminate inefficiencies between providers, which often prove detrimental to service recipients.

Motion carried unanimously

6.3 2016-2019 Regional Health and Business Plan

In a correspondence that was hand delivered on January 27, 2017, the Minister of Health welcomed the 2016-2019 Regional Health and Business Plan submitted by the Board of Directors on June 28, 2016. The Minister had some reservations about the Extra-Mural Program and the improvement of food and environmental services. He agreed with the clinical plan that will be subject to a yearly follow-up.

6.4 Extra-Mural Program (EMP)

A correspondence from the Deputy Minister, received on February 28th, was presented to the Board members. In this correspondence, the Deputy Minister stated that the decision to transfer the EMP had not yet been made but he nevertheless explained how this would be done should the EMP be transferred. Members were surprised and several of them felt that the decision appeared to have already been made. Members totally disagreed with this approach. This matter will be discussed at the public meeting. After discussion, members made the following motion:

MOTION 2017-02-28 / 06P

Moved by Pauline Bourque

Seconded by Gaitan Michaud

That the Board of Directors of the Network urgently request a meeting with the Minister of Health to better understand the proposal for both programs, i.e. the Extra-Mural Program and food and environmental services.

Motion carried unanimously

6.5 Physician recruitment for Grand Falls

Last January 20, Dr. France Desrosiers and the CEO met with members of the Grand Falls community, i.e. Guildo Godbout, Dr. Michel Landry, Dr. Daniel Roy, and Dr. Sylvie Sénéchal to discuss physician recruitment for Grand Falls. Planning with respect to needs and positions that have been vacant for several years as well as the recruitment strategy were addressed.

Dr. Landry indicated that placement was offered in the Grand Falls area in the past but few students chose that location. He will review feasibility as part of the new program.

A discussion was held about what is necessary to create a welcoming practice setting. Team work between the community (space) and local physicians (sponsorship/team work) would be necessary. The Network pointed out that the local recruitment officer could also benefit from collaboration from a local welcoming committee (local physician community).

The implementation of the new family practice program of the New Brunswick Medical Society (NBMS) would be another means to explore in order to create an appealing practice setting. Dr. Desrosiers did a follow-up with the NBMS. Andrew McLean from the NBMS is planning on starting a tour of the province and prioritizing the Grand Falls area to explain the new program to physicians on site and check their interest, as this could have a positive impact on the recruitment of new physicians.

The Network confirmed its desire to encourage community members and local physicians to attend target recruitment fairs.

On the other hand, more appealing posters are being developed for the province's future website (for vacancies in the region) in collaboration with a group from the Department.

7. Report by the President and Chief Executive Officer (CEO)

The report covered the period from November 18, 2016 to February 10, 2017. The purpose of this report was to inform members of the main accomplishments in meeting the objectives of the 2016-2019 Regional Health and Business Plan and other priority files for the Network. The following topics were included:

- Engagement of employees and the medical staff
 - Ice storm: exceptional response from staff
- Strategic management/communications
 - Improvements to the Network's website
- Relations with the Board of Directors
 - Governance training session
- Human resources management
 - Overview of the staff
- Relations with partners and community groups
 - Representation meetings and steps
 - New, more spacious layout for the "Cardiac Wellness Program"
- Integration of strategic and operational initiatives
 - Better management of chronic obstructive pulmonary disease (COPD)
 - New opioid addiction services
- Implementation of a quality and patient safety culture
 - We are open to comments and suggestions from patients.

8. Board of Directors' committee reports**8.1 Executive Committee**

No meeting of the Executive Committee had taken place since the last meeting of the Board of Directors.

8.2 Governance and Nomination Committee

Lucille Auffrey, Committee Chair, presented the report on the February 6, 2017 meeting. The following items were raised:

- Accountability agreement update
- Performance Review and Development Process – Chief of Staff and Professional Advisory Committee (PAC) Chairperson (MOTION 2017-02-06 / 03GMC)
- Report by the Governance Standards Subcommittee
- Management of discussions held in private (MOTION 2017-02-06 / 04GMC)
- Research project – health organization governance and management – impact of restructuring (MOTION 2017-02-06 / 05GMC)
- Recommendation from the regional Medical Advisory Committee (MOTION 2017-02-06 / 06GMC)
- Plan to update the Board of Directors' policies (MOTION 2017-02-06 / 07GMC)
- Training session – Canadian Patient Safety Institute
- Evaluation of the last meeting of the Board of Directors

MOTION 2017-02-28 / 07P

Moved by Lucille Auffrey

Seconded by Sonia A. Roy

That the Board of Directors receive the report on the February 6, 2017 meeting of the Governance and Nomination Committee.

Motion carried unanimously

MOTION 2017-02-28 / 08P

Moved by Lucille Auffrey

Seconded by Emeril Haché

That the Board of Directors adopt the following motions made at the February 6, 2017 meeting of the Governance and Nomination Committee: MOTION 2017-02-06 / 03GMC, MOTION 2017-02-06 / 04GMC, MOTION 2017-02-06 / 05GMC, MOTION 2017-02-06 / 06GMC, and MOTION 2017-02-06 / 07GMC.

Motion carried unanimously

Following an inquiry about the management of discussions held in private, item B.4.0.6 of Vitalité Health Network's By-Laws states that:

"All meetings of the Board shall be open to the public, except a meeting or part of a meeting may be held in private if the Board is of the opinion that the discussion would reveal:

- (a) information specific to an identifiable individual;
- (b) information relating to risk management or patient care issues;
- (c) prejudice any security measures undertaken by the RHA; or
- (d) compromise the RHA's effectiveness in carrying out its duties and responsibilities."

8.3 Finance and Audit Committee

Rita Godbout, Committee Chair, presented the report on the January 19, 2017 meeting. The following items were raised:

- 2016-2017 audit plan (MOTION 2017-01-19 / 03FV)
- Financial statements dated November 30, 2016 (MOTION 2017-01-19 / 04FV and MOTION 2017-01-19 / 05FV)

MOTION 2017-02-28 / 09P

Moved by Rita Godbout

Seconded by Wesley Knight

That the Board of Directors receive the report on the January 19, 2017 meeting of the Finance and Audit Committee.

Motion carried unanimously

MOTION 2017-02-28 / 10P

Moved by Rita Godbout

Seconded by Emeril Haché

That the Board of Directors adopt the following motions made at the January 19, 2017 meeting of the Finance and Audit Committee: MOTION 2017-01-19 / 03FV, MOTION 2017-01-19 / 04FV, and MOTION

2017-01-19 / 05FV.

Motion carried unanimously

8.4 Client Service, Quality Management and Safety Committee

Rita Godbout, Committee Chair, presented the report on the January 19, 2017 meeting. The following items were raised:

- Medicinal cannabis
- Accreditation process update
- Update on the health system performance indicators of the Canadian Institute for Health Information (CIHI)
- New Brunswick Report Card from the New Brunswick Health Council (NBHC)
- Integrated Risk Management Program (MOTION 2017-01-19 / 03SCGQS)
- Quality improvement and patient safety framework (MOTION 2017-01-19 / 04SCGQS)
- Human Resources Development Plan (HRDP) (MOTION 2017-01-19 / 05SCGQS)
- Patient satisfaction survey Q2
- Report on adverse events
- Strategic and operational scorecard (November 2016)

MOTION 2017-02-28 / 11P

Moved by Anne Soucie

Seconded by Denis M. Pelletier

That the Board of Directors receive the report on the January 19, 2017 meeting of the Client Service, Quality Management and Safety Committee.

Motion carried unanimously

MOTION 2017-02-28 / 12P

Moved by Anne Soucie

Seconded by Jean-Marie Nadeau

That the Board of Directors adopt the following motions made at the January 19, 2017 meeting of the Client Service, Quality Management and Safety Committee: MOTION 2017-01-19 / 03SCGQS, MOTION 2017-01-19 / 04SCGQS, and MOTION 2017-01-19 / 05SCGQS.

Motion carried unanimously

8.5 Strategic Research and Training Committee

Pauline Bourque, Committee Chair, presented the report on the January 23, 2017 meeting. The following items were raised:

- Action plan update
- Research project up-to-date list (MOTION 2017/01/23-03-CSRF)
- Proposed structure – clinical research unit
- Master plan – research and New Brunswick Centre for Precision Medicine (MOTION 2017/01/23-04-CSRF)
- Proposed work plan for the development of the university training mission
- Vitalité Health Network's General Guidelines for Investigators (MOTION 2017/01/23-05-CSRF)

MOTION 2017-02-28 / 13P

Moved by Pauline Bourque

Seconded by Claire Savoie

That the Board of Directors receive the report on the January 23, 2017 meeting of the Strategic Research and Training Committee.

Motion carried unanimously

MOTION 2017-02-28 / 14P

Moved by Pauline Bourque

Seconded by Norma McGraw

That the Board of Directors adopt the following motions made at the January 23, 2017 meeting of the Strategic Research and Training Committee: MOTION 2017/01/23-03-CSRF, MOTION 2017/01/23-04-CSRF, and MOTION 2017/01/23-05-CSRF.

Motion carried unanimously

8.6 Strategic Planning Committee

Norma McGraw, Committee Chair, presented the report on the December 22, 2016 meeting. The following item was raised:

- The 2017-2020 Strategic Plan was approved by all members of the Board of Directors through electronic voting between December 22, 2016 and January 4, 2017. The mandate of the Strategic Planning Committee is now completed since the vision, mission and values of the organization have been developed and the plan, goals and strategic objectives have been established. Therefore, the next two meetings of the committee will be cancelled.

MOTION 2017-02-28 / 15P

Moved by Norma McGraw

Seconded by Sonia A. Roy

That the Board of Directors receive the report on the December 22, 2016 meeting of the Strategic Planning Committee.

Motion carried unanimously

8.7 Medical Advisory Committee

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

- Network's strategic planning process
- Medical complaint management process review
- Meetings in the various zones with local chiefs of staff, medical directors, quality and risk management teams, and attending LMAC meetings
- Collaboration with medical services in the development of the medical structure regionalization process

Dr. LeBlanc, as Committee Chairperson, also presented the report on the February 7, 2017 meeting. The following items were raised:

- Reports presented to the MAC members
- MAC scorecard (January 2017)
- Quality plan progress report (January 2017)
- Accreditation process progress (January 2017)
- Medical complaint report (January 2017)
- Policy presented to the MAC for consultation: Inpatient cannabis use
- Policy presented to the MAC for approval: Medical Assistance in Dying (MOTION 2017/02/07-02-MAC)
- Requests for privileges, for renewal of privileges, and for appointment change (MOTION 2017/02/07-08-MAC)

MOTION 2017-02-28 / 16P

Moved by Emeril Haché

Seconded by Wesley Knight

That the Board of Directors approve the requests for privileges and for renewal of privileges from the Medical Advisory Committee (February 7, 2017 meeting).

Motion carried unanimously

MOTION 2017-02-28 / 17P

Moved by Sonia A. Roy

Seconded by Gabriel Godin

That the Board of Directors approve the report of the Regional Chief of Staff and the report on the February 7, 2017 meeting of the Medical Advisory Committee.

Motion carried unanimously

8.8 Professional Advisory Committee

Linda Sunderland, Committee Chairperson, presented the report on the February 14, 2017 meeting. The following items were raised:

- Professional Practice update – presentation of the selection process for the clinical documentation method - DARP
- Electrolytes in Parenteral Nutrition policy (MOTION 2017/02/14 03PAC)
- Medical Assistance in Dying policy
- Patient Identification policy (MOTION 2017/02/14 04PAC)

- Presentation of the following reports:
 - Inpatient satisfaction – Q2 - 2016-2017
 - Accreditation Canada update
 - Infection Prevention – Q1, Q2 and Q3 – 2016-2017

MOTION 2017-02-28 / 18P

Moved by Norma McGraw

Seconded by Rita Godbout

That the Board of Directors receive the report on the February 14, 2017 meeting of the Professional Advisory Committee.

Motion carried unanimously

MOTION 2017-02-28 / 19P

Moved by Jean-Marie Nadeau

Seconded by Claire Savoie

That the Board of Directors adopt the following motions made at the February 14, 2017 meeting of the Professional Advisory Committee: MOTION 2017/02/14 03PAC, MOTION 2017/02/14 04PAC, MOTION 2017/02/14 05PAC, MOTION 2017/02/14 06PAC.

Motion carried unanimously

9. Physicians' temporary privileges

The Vice-President, Medical Services, Training and Research has granted the following temporary privileges since the last meeting of the Board of Directors (between November 26, 2016 and February 17, 2017). The list was presented for endorsement.

LIST OF TEMPORARY PRIVILEGES - FEBRUARY 17, 2017

Physician	Specialty	CATEGORY	Privilege Dates		Zone
			From	To	
LAO, Dr. Alexandra	Anatomical Pathology	Associate	23-Jan-17	21-Apr-17	1B
MELNYK, Dr. Olena V.	Family Practice	Locum	09-Jan-17	31-Mar-17	4
OUELLET, Dr. Marie-Christine	Family Practice	Locum	01-Feb-17	21-Apr-17	4
NADEAU, Dr. Brandon	Radiology	Locum	30-Dec-16	24-Mar-17	5
OJUAWO, Dr. Akinlolu	Obstetrics-Gynecology	Locum	27-Jan-17	21-Apr-17	5
TRAER, Dr. Joey	Dentistry	Courtesy	23-Dec-16	17-Mar-17	5
BERGERON-DUCHESNE, Dr. Maude	Family Practice	Locum	06-Jan-17	31-Mar-17	6
BORDEAUX, Dr. Patrick	Psychiatry	Locum	30-Jan-17	28-Apr-17	6
COMEAU, Dr. Richard	Family Practice	Locum	07-Jan-17	31-Mar-17	6
DUBÉ, Dr. Karine	Internal Medicine	Associate	01-Jan-17	24-Mar-17	6
DUGUAY, Dr. Yannick	Anesthesia	Associate	21-Jan-17	14-Apr-17	6
HUSSAN, Dr. Muhammad	Pathology	Locum	10-Jan-17	31-Mar-17	6
MCCANN, Dr. John	Family Practice / Emergency	Consulting	07-Jan-17	31-Mar-17	6
ST-GERMAIN, Dr. Pascal	Surgery	Locum	30-Jan-17	28-Apr-17	6

MOTION 2017-02-28 / 20P

Moved by Gabriel Godin

Seconded by Sonia A. Roy

That the Board of Directors endorse the list of temporary privileges granted from November 26, 2016 to February 17, 2017 as presented (tabled by the CEO).

Motion carried unanimously

10. Correspondence

A list of the correspondence received or sent by the Board of Directors was presented to the members.

11. Documentation for members

Two articles were distributed to the members:

- Management Lessons for High-Functioning Primary Care Teams
- Critical Considerations for the Future of Patient Experience

The members of the Board of Directors were invited to suggest articles for future meetings.

12. Patient experience history

No patient experience history was presented.

13. Community relations/services provided

13.1 Presentation on malnutrition in the hospital setting and care process

Manon Laporte, dietitian, and Linda Sunderland, dietitian and Clinical Nutrition Services Manager in the Restigouche and Acadie-Bathurst zones, presented the results of research in which the Network was involved. This study shows the importance of nutrition in health care services.

13.2 Presentation by the Société santé et mieux-être en français du Nouveau-Brunswick and the Mouvement acadien des communautés en santé du Nouveau-Brunswick

A presentation will be given by Barbara Losier, Executive Director of the Mouvement acadien des communautés en santé du Nouveau-Brunswick, and Gilles Vienneau, Executive Director of the Société Santé et Mieux-être en français du Nouveau-Brunswick.

14. Other topics

No other topics were added.

15. Adjournment

Sonia Roy moved to adjourn the meeting at 3:30 p.m.

16. Evaluation of meeting

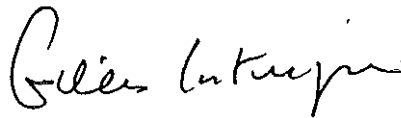
The members of the Board were invited to evaluate the meeting.

17. Opportunity for comments from the public

Members of the public had the opportunity to make comments.



Michelyne Paulin
Chairperson of the Board of Directors



Gilles Lanteigne
Secretary of the Board of Directors