

NOTICE OF MEETING MINUTES 

(Original version signed and archived)

<b>Title of meeting:</b>	Board of Directors	<b>Date and time:</b>	April 16, 2019 at 1:00 p.m.		
<b>Purpose of meeting:</b>	Public meeting	<b>Location:</b>	Campbellton Restigouche Hospital Centre Gymnasium		
<b>Chairperson:</b> <b>Secretary:</b>	Michelyne Paulin Sonia Haché-Lanteigne				
<b>Participants</b>					
<b>Members:</b>					
Lucille Auffrey	✓	Wes Knight	x	Michelyne Paulin (Chairperson)	✓
Pauline Bourque	✓	Brenda Martin	x	Denis M. Pelletier	✓
Rita Godbout (Treasurer)	✓	Norma McGraw	✓	Sonia A. Roy	✓
Gabriel Godin (Vice-Chairperson)	✓	Gaitan Michaud	✓	Claire Savoie	x
Emeril Haché	✓	Jean-Marie Nadeau	✓	Anne C. Soucie	x
<b>Ex officio members</b>					
Gilles Lanteigne	✓	Dr. Nicole LeBlanc	✓	Janie Levesque	✓
<b>Leadership Team</b>					
Gisèle Beaulieu	✓	Jacques Duclos	✓	Johanne Roy	✓
Dr. France Desrosiers	✓	Stéphane Legacy	x		
<b>MINUTES</b>					

**1. Call to order**

The meeting was called to order at 1 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 2019-04-16 / 01P**

Moved by Denis M. 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 February 12, 2019 meeting

5.3 Report by the President and Chief Executive Officer

5.4 Physicians' temporary privileges

5.5 Correspondence

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 The following item was withdrawn: 5.3 – Report by the President and Chief Executive Officer

**MOTION 2019-04-16 / 02P**

Moved by Lucille Auffrey

Seconded by Norma McGraw

That the Board of Directors adopt the consent agenda from the April 16, 2019 public meeting following withdrawal of item 5.3 – Report by the President and Chief Executive Officer.

**Motion carried unanimously.**

LIST OF TEMPORARY PRIVILEGES – April 4, 2019						
Physician	Profession	Field of Practice	Category	Privilege Dates		Zones
				From	To	
ALLANACH, Robert	General Practitioner	Family Practice	Locum	February 1, 2019	April 26, 2019	1B
HANS, Jefferey	General Practitioner	Family Practice Addiction Services	Consulting	April 4, 2019	June 23, 2019	1B
HENDRIKS, Amélie	General Practitioner	Emergency Medicine	Locum	February 21, 2019	May 16, 2019	1B, 4
HUSSAIN, Arif	Pediatrician	Pediatrics Pediatric Cardiology	Consulting	January 30, 2019	April 24, 2019	1B
IRONSIDE, Sarah	Neurologist	Neurology Neuro-Oncology	Consulting	February 23, 2019	May 20, 2019	1B
LESPERANCE, Sarah	General Practitioner	Family Practice Emergency Medicine Geriatrics	Consulting	February 4, 2019	April 29, 2019	1B
TEELUCK, Rajiv	Emergency Physician	Emergency Medicine Family Practice	Locum	March 3, 2019	May 26, 2019	1B, 4, 3, 6
THÉRIAULT, Maryse	General Practitioner	Family Practice Geriatrics Surgical Assistance Oncology Clinic	Associate	March 4, 2019	May 27, 2019	1B
MARTIN, Jessica	General Practitioner	Family Practice Emergency Medicine	Associate	March 23, 2019	June 14, 2019	4
ROY, Marie-Josée	Pediatrician	Pediatrics	Locum	February 22, 2019	May 17, 2019	4
PENTWALA, Fidèle	General Practitioner	Emergency Family Practice Obstetrics Surgical Assistance	Locum	March 29, 2019	June 21, 2019	4
SAIF, Sameh	Radiologist	Radiology Interventional Radiology	Active	March 22, 2019	June 7, 2019	4
THÉRIAULT, Amélie	General Practitioner	Family Practice Obstetrics	Locum	February 4, 2019	April 29, 2019	4
GABA, Georges-Éric	Family Physician	Family Practice	Locum	February 4, 2019	April 29, 2019	4
ROWE, Jeffrey	General Practitioner	Family Practice Emergency Medicine	Locum	March 18, 2019	June 7, 2019	4
GARDNER, Angus	Gynecologist-Obstetrician	Gynecology Obstetrics	Locum	February 25, 2019	May 17, 2019	4
DUMAIS, Dany	Radiologist	Radiology Interventional Radiology	Locum	April 8, 2019	June 28, 2019	4
BERTRAND, Camille	General Practitioner	Emergency Medicine	Locum	March 1, 2019	May 24, 2019	3
BRAGANZA, David	General Practitioner	Emergency Medicine	Locum	March 29, 2019	June 14, 2019	3
BROUSSEAU, Katharina	General Practitioner	Emergency Medicine	Locum	February 13, 2019	May 10, 2019	3
BIJURIYAN, Violetta	Gynecologist-Obstetrician	Obstetrics/Gynecology	Locum	January 4, 2019	March 29, 2019	3

Physician	Profession	Field of Practice	Category	Privilege Dates		Zones
				From	To	
CASHMAN, Stephen	General Practitioner	Family Practice Emergency Medicine	Locum	December 28, 2018	March 22, 2019	3
FONTAINE, Arthur	General Practitioner	Emergency Medicine	Active	March 26, 2019	June 14, 2019	3
JAHANGIR, Mubeen	Psychiatrist	Psychiatry	Active	March 1, 2019	May 24, 2019	3
LEBELLE, Nadine	General Practitioner	Emergency Medicine	Active	March 26, 2019	June 14, 2019	3
ROWE, Jeffrey	General Practitioner	Emergency Medicine	Locum	March 26, 2019	June 14, 2019	3
YOULA, Adama-Rabi	General Practitioner	Family Practice	Active	March 1, 2019	May 24, 2019	3
ARSENAULT, Sylvain	General Practitioner	Family Practice	Locum	January 19, 2019	April 12, 2019	6
BEAUCAGE, Pierre	General Practitioner	Family Practice	Locum	January 19, 2019	April 12, 2019	6
BLANCHETTE, Rémi	Radiologist	Medical Imaging	Locum	February 9, 2019	May 3, 2019	6
BOSSÉ, Marilynne	Orthopedic Surgeon	Orthopedics	Active	February 23, 2019	May 17, 2019	6
CLOUTIER, Francis	Radiologist	Radiology	Locum	February 9, 2019	May 3, 2019	6
DESLAURIERS, Jean-Philip	Rheumatologist	Rheumatology	Associate	January 19, 2019	April 12, 2019	6
DIGNARD, Hugo	General Practitioner	Family Practice	Locum	February 16, 2019	May 10, 2019	6
FARREL, Ruth	Gynecologist-Obstetrician	Gynecology	Associate	January 17, 2019	April 11, 2019	6
GUENICHE, Fanny	General Practitioner	Family Practice Oncology Clinic	Associate	January 19, 2019	April 12, 2019	6
HACHÉ, Mireille	Psychiatrist	Adult Psychiatry	Active	February 23, 2019	May 17, 2019	6
HARRABI, Hanen	General Practitioner	Family Practice Oncology Clinic Geriatrics Emergency Medicine	Locum	March 2, 2019	May 24, 2019	6
HARPER, Aaron	Pathologist	General Pathology	Associate	February 16, 2019	May 10, 2019	6
HOSATTE-DUCASSY, Caroline	Emergency Physician	Emergency Medicine	Locum	February 23, 2019	May 17, 2019	6
HUARD, Pascal	Anesthetist	Anesthesia: General	Locum	February 23, 2019	May 17, 2019	6
ISABEL, Marilyn	Radiologist	Radiology	Locum	February 2, 2019	April 26, 2019	6
LAMARRE, Marie-Soleil	General Practitioner	Family Practice	Associate	March 4, 2019	May 24, 2019	6
LANDRY, Geneviève	General Practitioner	Emergency Medicine Oncology Clinic	Associate	February 19, 2019	May 14, 2019	6

Legend: D = Decision I = Information C = Consultation

LANDRY, Jean-Gabriel	Anesthetist	Anesthesia: General	Locum	March 30, 2019	June 21, 2019	6
LOSIER, Mathias	General Practitioner	Emergency Medicine	Associate	February 16, 2019	May 10, 2019	6
MALLET, Maxime	General Practitioner	Family Practice Emergency Medicine	Associate	January 19, 2019	April 12, 2019	6
MATTEAU, Sylvain	Cardiologist	Cardiology	Active	March 1, 2019	May 24, 2019	6
MCLAUGHLIN, Alexandre	General Practitioner	Emergency Medicine	Locum	February 11, 2019	May 10, 2019	6
MÉNARD, Sophie	General Practitioner	Family Practice	Locum	February 23, 2019	May 17, 2019	6
MINZ, Jonathan	General Practitioner	Emergency Medicine	Locum	March 30, 2019	June 21, 2019	6
PARENT, Marc-Etienne	Rheumatologist	Rheumatology	Associate	January 19, 2019	April 12, 2019	6
PERRON, Benjamin	General Practitioner	Family Practice Emergency Medicine	Locum	March 2, 2019	May 24, 2019	6
PHAM, Xuan Huyen	Nuclear Medicine Specialist	Nuclear Medicine	Locum	March 2, 2019	May 24, 2019	6

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

The President and CEO's report covered the period from February 4 to April 5, 2019. It included the main accomplishments involved in meeting the objectives of the 2017-2020 Strategic Plan, the 2018-2019 Regional Health and Business Plan, and other priority files for the Network. Two items from the consent agenda in this report were discussed.

#### 4.1 Partnership with five First Nations communities in the northern part of the province

On March 21, a traditional indigenous ceremony had taken place in Miramichi to mark the signing of a memorandum of understanding in the areas of mental health and addiction. The agreement involved collaboration between several First Nations communities in the northern part of the province who were joining forces and merging certain resources to create a critical mass and gain access to better expertise.

#### 5.1 Improved communication tools

Further to the discussions held during the strategic planning exercise in Grand Falls last December, the Communications and Community Engagement Department had moved forward with improvements to a few internal and external communication tools.

#### **MOTION 2019-04-16 / 03P**

Moved by Sonia A. Roy

Seconded by Denis M. Pelletier

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

Lucille Auffrey, Committee Chair, presented the report on the March 25, 2019 meeting. The following items had been raised:

- Policy and Procedure CA-320 "Governance and Nomination Committee";
- By-Laws – Update;
- Policy and Procedure CA-410 "Evaluation Framework" (MOTION 2019-03-25 / 04GMC);
- Strategic Planning (MOTION 2019-03-25 / 05GMC).

#### **MOTION 2019-04-16 / 04P**

Moved by Lucille Auffrey

Seconded by Jean-Marie Nadeau

That the Board of Directors receive the report on the March 25, 2019 meeting of the Governance and Nomination Committee.

**Motion carried unanimously.**

#### **MOTION 2019-04-16 / 05P**

Moved by Lucille Auffrey

Seconded by Pauline Bourque

That the Board of Directors adopt the two following motions made at the March 25, 2019 meeting of the Governance and Nomination Committee: MOTION 2019-03-25 / 04GMC and MOTION 2019-03-25 / 05GMC.

**Motion carried unanimously.**

**6.2 Finance and Audit Committee**

Rita Godbout, Committee Chair, presented the report on the March 26, 2019 meeting. The following items had been raised:

- 2019-2020 capital budgets;
- Policy and procedure CA-330 “Finance and Audit Committee”;
- Follow-up on 2018-2019 recommendations from the external auditor;
- 2019-2020 budget process;
- 2018-2019 Audit Plan (MOTION 2019-03-26 / 03FV);
- Agreement – Service Framework between Service New Brunswick and Vitalité Health Network (MOTION 2019-03-26 / 04FV);
- Financial statements for the period ended February 28, 2019 (MOTION 2019-03-26 / 05FV and MOTION 2019-03-26 / 06FV).

**MOTION 2019-04-16 / 06P**

Moved by Rita Godbout

Seconded by Emeril Haché

That the Board of Directors receive the report on the March 26, 2019 meeting of the Finance and Audit Committee.

**Motion carried unanimously.**

**MOTION 2019-04-16 / 07P**

Moved by Rita Godbout

Seconded by Emeril Haché

That the Board of Directors adopt the four following motions made at the March 26, 2019 meeting of the Finance and Audit Committee: MOTION 2019-03-26 / 03FV, MOTION 2019-03-26 / 04FV, MOTION 2019-03-26 / 05FV and MOTION 2019-03-26 / 06FV.

**Motion carried unanimously.**

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

Sonia A. Roy, standing in for Claire Savoie, Committee Chair, presented the report on the March 26, 2019 meeting. The following items had been raised:

- Incidents related to confidentiality and privacy protection – Q3;
- Complaints – Q3;
- Incidents – Q3;
- Report by the Patient and Family Advisory Committee;
- Policy and Procedure CA-350 “Client Service, Quality Management and Safety Committee”;
- Recommendations of the review committees (MOTION 2019-03-26 / 03SCGQS);
- Strategic and operational scorecard (January 2019).

**MOTION 2019-04-16 / 08P**

Moved by Sonia A. Roy

Seconded by Norma McGraw

That the Board of Directors receive the report on the March 26, 2019 meeting of the Client Service, Quality Management and Safety Committee.

**Motion carried unanimously.**

**MOTION 2019-04-16 / 09P**

Moved by Sonia A. Roy

Seconded by Norma McGraw

That the Board of Directors adopt the following motion made at the March 26, 2019 meeting of the Client Service, Quality Management and Safety Committee: MOTION 2019-03-26 / 03SCGQS.

**Motion carried unanimously.**

**6.4 Strategic Research and Training Committee**

Pauline Bourque, Committee Chair, presented the report on the March 11, 2019 meeting. The following items had been raised:

- Updated research project list;
- Update of operational plan;

- Update of communication plan for the development of the university mission;
- Update of clinical learning units deployment plan;
- Terms of reference and membership of the RUSSFNB (MOTION 2019/03/11-03-CSRF);
- Annual review of the terms of reference of the Strategic Research and Training Committee (MOTION 2019/03/11-04-CSRF).

**MOTION 2019-04-16 / 10P**

Moved by Pauline Bourque

Seconded by Denis M. Pelletier

That the Board of Directors receive the report on the March 11, 2019 meeting of the Strategic Research and Training Committee.

**Motion carried unanimously.**

**MOTION 2019-04-16 / 11P**

Move by Pauline Bourque

Seconded by Jean-Marie Nadeau

That the Board of Directors adopt the two following motions made at the March 11, 2019 meeting of the Strategic Research and Training Committee: MOTION 2019/03/11-03-CSRF and MOTION 2019/03/11-04-CSRF.

**Motion carried unanimously.**

**6.5 Ad Hoc Committee for Hospital and Community Facility Service Delivery**

Lucille Auffrey, Committee Chair, presented the report on the March 29, 2019 meeting. The following items had been raised:

- New template for presenting departments;
- Update of community health needs assessments;
- Work transferred to the Governance Committee for strategic planning.

**MOTION 2019-04-16 / 12P**

Moved by Lucille Auffrey

Seconded by Emeril Haché

That the Board of Directors receive the report on the March 29, 2019 meeting of the Ad Hoc Committee for Hospital and Community Facility Service Delivery.

**Motion carried unanimously.**

**6.6 Medical Advisory Committee**

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

- RHC – Ombud’s report and follow-up to quality of medical services plan;
- Evaluation of underlying causes of complaints – Emergency;
- Practice Ready Assessment (PRA) (Évaluation de la capacité à exercer [ECE]) – National meeting in April: Exploration of a collaboration structure and partnerships;
- Dr. Georges-L.-Dumont UHC – Emergency Overflow Plan;
- Regional harmonization: Medical complaints – Practice Evaluation and Recommendation Committee.

Dr. LeBlanc, as Committee Chairperson, also presented the report on the March 19, 2019 meeting. The following items had been raised:

- Reports presented to MAC members:
  - Report by the Vice-President of Performance, Quality and Corporate Services;
  - Report by the Vice-President of Medical Services, Training and Research;
  - Report by the President and CEO;
  - Report by the Professional Advisory Committee.
- Forms:
  - Order: Treatment of Diabetic Ketoacidosis in Adults – Intensive Care (MOTION 2019-03-19/03CMC);
  - Order: Delirium in a Person Aged 18 and Over – Dosing Tool for Antipsychotics (MOTION 2019-03-19/04CMC);
  - Medical Orders for Palliative Patients – Palliative Care – ADULT (MOTION 2019-03-19/05CMC);
  - Order Related to Major Distress – Acute Respiratory Distress or Severe Acute Hemorrhage – Palliative Care – ADULT (MOTION 2019-03-19/06CMC).

- Policy: Surgical Site Marking (MOTION 2019-03-19/07CMC);
- Local Emergency Medicine Division – Zone 1B (Beauséjour) (MOTION 2019-03-19/08CMC);
- Request for Department Head Appointment (MOTION 2019-03-19/02CMC);
- Zone 4 (Northwest) – Request for Privileges;
- Zone 4 (Northwest) – Request for Changes to Privileges;
- Request for Department Head Appointment (MOTION 2019-03-19/10CMC);
- Minutes of LMAC – Zone 1B (Beauséjour) – November 8, 2018 and LMAC – Zone 4 (Northwest) – December 5, 2018 (MOTION 2019-03-19/09CMC).

**MOTION 2019-04-16 / 13P**

Move by Pauline Bourque  
Seconded by Sonia A. Roy

That the Board of Directors receive the report of the Regional Chief of Staff and the report on the March 19, 2019 meeting of the Medical Advisory Committee.

**Motion carried unanimously.**

**MOTION 2019-04-16 / 14P**

Moved by Emeril Haché  
Seconded by Sonia A. Roy

That the Board of Directors adopt the nine following motions made at the March 19, 2019 meeting of the Medical Advisory Committee: MOTION 2019-03-19/02CMC, MOTION 2019-03-19/03CMC, MOTION 2019-03-19/04CMC, MOTION 2019-03-19/05CMC, MOTION 2019-03-19/06CMC, MOTION 2019-03-19/07CMC, MOTION 2019-03-19/08CMC, MOTION 2019-03-19/09CMC and MOTION 2019-03-19/10CMC.

**Motion carried unanimously.**

**6.7 Professional Advisory Committee**

Janie Levesque, Committee Chairperson, presented the report on the March 7, 2019 meeting. The following items had been raised:

- Abolition of the RPPC and review of the structure and terms of reference of the PAC (MOTION 2019/03/07 03CPC);
- Document entitled “Référenciel de compétences”;
- Update – Restigouche Hospital Centre (RHC);
- Request for Advance Competency – Hemofiltration Using the Prismaflex System (MOTION 2019/03/07 04 CPC).
- Policies (drafts):
  - NSG.1.10.30 – Terms of Reference of the Nursing Professional Practice Council (MOTION 2019/03/07 05 CPC);
  - INF.2.10.05 – Hand Hygiene (MOTION 2019/03/07 06 CPC);
  - RES.3.10.30 – 6-Minute Walk Test (MOTION 2019/03/07 07 CPC);
  - RES.3.20.xx – Endotracheal Intubation (MOTION 2019/03/07 08 CPC).
- Reports presented to the PAC:
  - Minutes of the ICPP – 2018-12-12;
  - Minutes of the ICPP – 2019-01-23;
  - Minutes of the NPPC – 2018-12-18;
  - Minutes of the NPPC – 2019-01-15;
  - Minutes of the NPPC – 2019-02-12;
  - Executive Report – Clinical Record Audits – Nursing 2017-2018.

**MOTION 2019-04-16 / 15P**

Move by Pauline Bourque  
Seconded by Sonia A. Roy

That the Board of Directors receive the report on the March 7, 2019 meeting of the Professional Advisory Committee.

**Motion carried unanimously.**

**MOTION 2019-04-16 / 16P**

Moved by Gaitan Michaud

Seconded by Sonia A. Roy

That the Board of Directors adopt the six following motions made at the March 7, 2019 meeting of the Professional Advisory Committee: MOTION 2019/03/07 03CPC, MOTION 2019/03/07 04CPC, MOTION 2019/03/07 05CPC, MOTION 2019/03/07 06CPC, MOTION 2019/03/07 07CPC and MOTION 2019/03/07 08CPC.

**Motion carried unanimously.**

**7. Documentation for members**

Gisèle Beaulieu summarized the article “Perceived Value of the Daily Safety Briefing.” Members thanked her for the summary. The members were invited to suggest articles for future meetings.

**8. Patient experience history**

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

**9. Community relations / services provided****9.1 Improved pressure ulcer management process**

Jenny Toussaint, Regional Director of Intensive Care and Healthy Heart, presented the pressure ulcer management process, which had been revised to improve the methods and also harmonize the practices across all Network nursing units.

**9.2 Centre of Excellence for Youth programming and services**

The Centre of Excellence for Youth had received extensive media coverage in recent weeks with the Ombud’s report recommendation to re-evaluate this service and where it would be offered. The work team’s efforts were worthy of mention and the members could appreciate all the work that had gone into implementing this programming. Carole Gallant, Director of Youth Services, presented the programming and services of the Centre of Excellence for Youth.

**9.3 Interactive tool for services offered**

With respect to the Ad Hoc Committee for Hospital and Community Facility Service Delivery, one of the major deliverables was to harmonize the nomenclature for departments in community facilities and hospitals within a common template. This effort had required several meetings because the presentation of departments by facility, even if it was updated regularly, had never been laid out transversely in a common template.

Vanessa Fillion, Director of Planning and Performance Improvement, gave a presentation on the product that have been developed to harmonize the way of presenting the departments in all facilities. Although it required more work, this interactive tool was more effective in communicating the services offered and, in future, will cover their trajectory and hierarchization. This will make it easier for people to find their way when they need to understand how and where services are offered.

**10. Adjournment**

Norma McGraw moved to adjourn the meeting at 3:00 p.m.

**11. Evaluation of meeting**

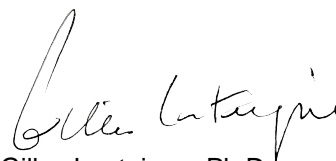
The members of the Board of Directors were invited to evaluate the meeting.

**12. Opportunity for comments from the public**

Members of the public had the opportunity to make comments.



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



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