

NOTICE OF MEETING MINUTES

(Original version signed and archived)

Title of meeting:	Board of Directors	Date and time:	December 8, 2020 at 1:00 p.m.		
Purpose of meeting:	Public meeting	Location:	By Zoom		
Chairperson:	Michelyne Paulin				
Administrative assistant:	Sonia Haché-Lanteigne				
Participants					
Members					
Lucille Auffrey	✓	Wes Knight	✓	Liza Robichaud	✓
Monica Barley	✓	Brenda Martin	✓	Sonia A. Roy	✓
Pauline Bourque	✓	Gaitan Michaud	✓	Claire Savoie (Vice-Chairperson)	✓
Rita Godbout (Treasurer)	✓	Michelyne Paulin (Chairperson)	✓	Paulette Sonier Rioux	x
Emeril Haché	✓	Denis M. Pelletier	✓	Anne C. Soucie	✓
Ex officio members					
Dr. France Desrosiers	✓	Dr. Nicole Leblanc	✓	Justin Morris	✓
Expert advisor					
Dr. Aurel Schofield	✓				
Leadership Team					
Gisèle Beaulieu	✓	Jacques Duclos	✓	Johanne Roy	✓
Dr. Natalie Banville (replacing the VP of Medical Services, Training and Research)	✓	Stéphane Legacy	✓	Sharon Smyth Okana	✓

MINUTES**1. Call to order**

The meeting was called to order at 1:05 p.m. The Chairperson welcomed everyone and, in particular, Dr. Desrosiers, new President and CEO of Vitalité Health Network.

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 2020-12-08 / 01P

Moved by Pauline Bourque

Seconded by Sonia A. Roy

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 Approval of consent agenda

5.2 Adoption of the minutes of the October 6, 2020 meeting

5.3 Physicians' temporary privileges

5.4 Correspondence

The Chairperson asked the members whether they wanted to add or withdraw items from the consent agenda or adopt the consent agenda as presented. No items were removed from the consent agenda

MOTION 2020-12-08 / 02P

Moved by Emeril Haché

Seconded by Wes Knight

That the Board of Directors adopt the consent agenda from the December 8, 2020 public meeting.

Motion carried unanimously.

6. Report by the President and CEO

The following report covered the period from September 21 to November 27, 2020. It was intended to inform members about the main accomplishments toward achieving the objectives of the 2020–2023 Strategic Plan, of the 2020–2021 Regional Health and Business Plan and of the other priority and current files of Vitalité Health Network.

1. Engagement of employees and medical staff
 - 1.1 Update on COVID-19 pandemic
 - 1.2 Arrival of new specialist physicians
2. Management of human, physical and financial resources
 - 2.1 Official opening of the Dr. Georges-L.-Dumont UHC expansion
 - 2.2 Vaccination of employees and physicians against seasonal influenza
3. Relations with partners and community groups
 - 3.1 Unveiling of a monument in honour of the former École Vanier
4. Strategic management/communications
 - 4.1 Employee and physician recognition week
5. Implementation of a quality and patient safety culture
 - 5.1 COVID-19 mass screening sessions in the Restigouche Zone
 - 5.2 Survey on quality of work life
6. Relations with the Board of Directors
 - 6.1 Transformation of the Restigouche Hospital Centre (RHC)
7. Integration of strategic and operational initiatives
 - 7.1 Cataract surgery now offered in Grand Falls
 - 7.2 Community vaccination sessions for seasonal influenza

MOTION 2020-12-08 / 03P

Moved by Sonia A. Roy

Seconded by Liza Robichaud

That the Board of Directors adopt the report by the President and CEO for the period September 21 to November 27, 2020.

Motion carried unanimously.

7. Committee reports**7.1 Governance and Nomination Committee**

Lucille Auffrey, Committee Chair, presented the report on the November 16, 2020 meeting. The following items had been raised:

- Appointment to the Medical Advisory Committee – Acadie-Bathurst Zone
- Planning of retreat with the Board of Directors
- Follow-up on governance standards training
- Evaluation of the last meeting of the Board of Directors

MOTION 2020-12-08 / 04P

Moved by Lucille Auffrey

Seconded by Pauline Bourque

That the Board of Directors receive the report on the November 16, 2020 meeting of the Governance and Nomination Committee.

Motion carried unanimously.

7.2 Finance and Audit Committee

Rita Godbout, Committee Chair, presented the report on the November 17, 2020 meeting. The following items had been raised:

- 2020–2021 work plan
- Financial statements for the period ended September 30, 2020 (MOTION 2020-11-17/03FV);
- 2021–2022 capital budgets (MOTION 2020-11-17/04FV);
- Non-shareable funds

MOTION 2020-12-08 / 05P

Moved by Rita Godbout

Seconded by Emeril Haché

That the Board of Directors receive the report on the November 17, 2020 meeting of the Finance and Audit Committee.

Motion carried unanimously.

MOTION 2020-12-08 / 06P

Moved by Pauline Bourque

Seconded by Wes Knight

That the Board of Directors adopt the two following motions made at the November 17, 2020 meeting of the Finance and Audit Committee: MOTION 2020-11-17 / 03FV and MOTION 2020-11-17 / 04FV.

Motion carried unanimously.

7.3 Care Quality and Patient Safety Committee

Claire Savoie, Committee Chair, presented the report on the November 17, 2020 meeting. The following items had been raised:

- 2020–2021 work plan
- Complaint report – Q2
- Incident report – Q2
- Inpatient experience report – Q2
- Recommendations of review committees
- Report on incidents related to confidentiality and privacy protection – Q2
- Report on the hospital patient experience survey (NBHC, 2019)
- Report by the Patient and Family Advisory Committee
- Accreditation process update
- Strategic and balanced scorecards – Q2

MOTION 2020-12-08 / 07P

Moved by Claire Savoie

Seconded by Pauline Bourque

That the Board of Directors receive the report on the November 17, 2020 meeting of the Care Quality and Patient Safety Committee.

Motion carried unanimously.

7.4 Strategic Research and Training Committee

No meeting of the Strategic Research and Training Committee had taken place since the last meeting of the Board of Directors.

7.5 Medical Advisory Committee (MAC)

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

- Quality activities;
- Mortality/morbidity reviews;
- Pandemic – Plan to Re-Establish and Transform Clinical Services;
- Harmonization of the medical complaint process;
- Collaboration on development of Vitalité Health Network’s quality plan

Dr. LeBlanc, as Committee Chairperson, also presented the report on the November 17, 2020 meeting. The following items had been raised:

- Reports presented:
 - Report by the Acting President and CEO;
 - Report by the VP of Medical Services, Training and Research;
 - Report of the Chairperson of the Professional Advisory Committee;
 - Medical Complaints Report Q2 2020–2021
- Forms and policies
 - External order: Action Plan – Chronic Obstructive Pulmonary Disease (MOTION 2020-11-17/03-CMC)
 - Directive: Seasonal Influenza Vaccination (MOTION 2020-10-20/01-CMC)
- Policy – Screening – Immunization of staff (MOTION 2020-11-17/04-CMC)
- Local division head appointments approved by the MAC (MOTION 2020-11-17/09-CMC)
- Regional division head appointments approved by the MAC (MOTION 2020-11-17/11-CMC)

- Requests for privileges
- Medical staff category change requests
- Zone addition requests
- New appointments – local department heads
- New appointments – regional department heads

MOTION 2020-12-08 / 08P

Moved by Pauline Bourque

Seconded by Rita Godbout

That the Board of Directors receive the report of the Regional Chief of Staff and the report on the November 17, 2020 meeting of the Medical Advisory Committee.

Motion carried unanimously.

MOTION 2020-12-08 / 09P

Moved by Denis M. Pelletier

Seconded by Sonia A. Roy

That the Board of Directors adopt the five following motions from the November 17, 2020 meeting of the Medical Advisory Committee: MOTION 2020-11-17/03-CMC, MOTION 2020-10-20/01-CMC, MOTION 2020-11-17/04-CMC, MOTION 2020-11-17/09-CMC and MOTION 2020-11-17/11-CMC.

Motion carried unanimously.

7.6 Professional Advisory Committee (PAC)

Justin Morris, Committee Chair, presented the report on the November 12, 2020 meeting. The following items had been raised:

- Combined Decongestive Therapy / Manual Lymph Drainage (MOTION 2020-11-12/01CPC);
- Cardiac rehabilitation standards (MOTION 2020-11-12/02-CPC);
- Physician representative on the PAC;
- Responsibilities and terms of reference of the PAC;
- PAC work plan;
- Seeking a patient experience partner;
- Presentation of quality project initiatives:
 - Respiratory health clinical learning unit (access and prevention);
 - Implementation of guidelines to transition the mental health clientele from Vitalité Health Network's tertiary services to community services

MOTION 2020-12-08 / 10P

Moved by Lucille Auffrey

Seconded by Claire Savoie

That the Board of Directors receive the report on the November 12, 2020 meeting of the Professional Advisory Committee.

Motion carried unanimously.

MOTION 2020-12-08 / 11P

Moved by Sonia A. Roy

Seconded by Claire Savoie

That the Board of Directors adopt the two following motions from the November 12, 2020 meeting of the Professional Advisory Committee: MOTION 2020-11-12/01-CPC and MOTION 2020-11-12/02-CPC.

Motion carried unanimously.

8. Documentation for members

An article was presented to the members: "Should Canada Go for Zero? Global Best Practices, TANZCAN Democracies & Lessons for Canada." Dr. Nicole LeBlanc briefly summarized the article. She made the connection between this article and Vitalité Health Network's major contribution to success in combatting COVID-19 at all levels in New Brunswick. The Network was not content to be an observer but was instead a leader in this fight. Dr. LeBlanc cited the examples of collaboration and the sharing of expertise between the zones' teams as well as the exceptional screening work performed by the Provincial Virology Laboratory at the Dr. Georges-L.-Dumont University Hospital Centre.

9. Patient experience history

9.1 At Home Program

The At Home Program (AHP) is a new initiative in operation within Vitalité Health Network since 2017 to better serve the vulnerable population in our communities. Shelley Robichaud, Director of Primary Health Care, provided some brief background and Stéphanie Roy, Regional Manager of Primary Health Care Development, give a presentation on the purpose and operation of the program and the results achieved to date. Members had the opportunity to hear a testimonial from Danielle Violette-Bercier, the daughter of a patient who had benefited from the program. The Chairperson thanked Ms. Robichaud and Ms. Roy for this enriching presentation and especially Ms. Violette-Bercier for her beautiful and touching testimonial.

10. Community relations / services provided

10.1 Surgical initiatives

As part of our community relations, Sharon Smyth Okana had been invited to give a presentation on Vitalité Health Network's surgical initiatives. Ms. Smyth Okana gave a presentation on the various improvement projects implemented to ensure efficiency in surgical services and performance within Vitalité Health Network. The Chairperson thanked Ms. Smyth Okana for her presentation and also thanked the entire team for their tremendous work.

11. Adjournment

Pauline Bourque moved to adjourn the meeting at 3:15 p.m.

12. Evaluation of meeting

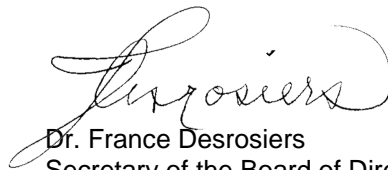
The members of the Board of Directors were invited to evaluate the meeting.

13. 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



Dr. France Desrosiers
Secretary of the Board of Directors