

NOTICE OF MEETING MINUTES 

(Original version signed and archived)

<b>Title of meeting:</b>	Board of Directors	<b>Date and time:</b>	June 22, 2021 at 1:00 p.m.		
<b>Purpose of meeting:</b>	Public meeting	<b>Location:</b>	Delta Beauséjour, Moncton Ballroom		
<b>Chairperson:</b> <b>Administrative Assistant:</b>	Michelyne Paulin Sonia Haché-Lanteigne				
<b>Participants</b>					
<b>Members</b>					
Lucille Auffrey	✓	Wes Knight	✓	Liza Robichaud	✓
Monica Barley	✓	Brenda Martin	x	Sonia A. Roy	✓
Pauline Bourque	✓	Gaitan Michaud	✓	Claire Savoie (Vice-Chairperson)	✓
Rita Godbout (Treasurer)	✓	Michelyne Paulin (Chairperson)	✓	Paulette Sonier Rioux	✓
Emeril Haché (virtually)	✓	Denis M. Pelletier	✓	Anne C. Soucie	✓
<b>Ex officio members</b>					
Dr. France Desrosiers	✓	Dr. Nicole Leblanc	✓	Justin Morris	✓
<b>Consultant</b>					
Dr. Aurel Schofield	✓				
<b>Leadership Team</b>					
Gisèle Beaulieu	✓	Jacques Duclos	✓	Sharon Smyth-Okana	✓
Dr. Natalie Banville	✓	Stéphane Legacy	✓	Johanne Roy	✓
Brigitte Sonier-Ferguson	✓				
<b>Guests</b>					
Krista Toner-Brennan	✓	Janice Goguen	✓	Dr. Louis Simard	✓
Roger Clinch	✓	Gilles Lanteigne	✓	Clément Tremblay	✓
Julie Cyr	✓	Norma McGraw	✓		
Joanne Fortin	✓	David Savoie	✓		

**MINUTES****1. Call to order**

The meeting was called to order at 1 p.m. The Chairperson welcomed everyone.

**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 2021-06-22 / 01P**

Moved by Denis M. Pelletier

Seconded by Gaitan Michaud

That the Board of Directors adopt the agenda as presented.

**Motion carried unanimously.**

**4. Declaration of conflicts of interest**

No conflicts of interest were declared.

**5. Consent agenda**

5.1 Adoption of consent agenda

5.2 Adoption of minutes of April 13, 2021

5.3 Physicians' temporary privileges

5.4 Correspondence

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

**MOTION 2021-06-22 / 02P**

Moved by Monica Barley

Seconded by Sonia A. Roy

That the Board of Directors adopt the consent agenda from the April 13, 2021 public meeting.

**Motion carried unanimously.****6. Report by the President and CEO**

The following report covers the period from March 29 to June 11, 2021. It includes the main accomplishments involved in meeting the objectives of the 2020–2023 Strategic Plan, the 2020–2021 Regional Health and Business Plan and other priority and current files of the Network.

1. Engagement of employees and medical staff
  - 1.1 Update on COVID-19 pandemic
  - 1.2 2021 Physician Appreciation Week
2. Management of human, physical and financial resources
  - 2.1 Launch of a Phlebotomy Training Program
  - 2.2 New physician in the Restigouche Zone
3. Relations with partners and community groups
  - 3.1 Signature of a memorandum of understanding with the Wolastoqey First Nations
4. Strategic management/communications
  - 4.1 2021 Mental Health Week celebrated
  - 4.2 Campaign to raise awareness of violence in the workplace
5. Implementation of a quality and patient safety culture
  - 5.1 Fifth Annual Nicotine Addiction Forum
6. Relations with the Board of Directors
  - 6.1 Ministerial meetings
7. Integration of strategic and operational initiatives
  - 7.1 Redirection of non-urgent cases from Emergency to the community
  - 7.2 Working group on long-term care placement

**MOTION 2021-06-22 / 03P**

Moved by Pauline Bourque

Seconded by Liza Robichaud

That the Board of Directors adopt the report by the President and Chief Executive Officer for the period March 29 to June 11, 2021.

**Motion carried unanimously.****7. Committee reports****7.1 Governance and Nomination Committee**

Lucille Auffrey, Committee Chairperson, presented the report on the June 11, 2021 meeting and June 18, 2021 special meeting. The following items had been raised at the June 11 meeting:

- Dates of the Board of Directors' meetings 2021–2022;
- Policy and procedure review;
- Terms of Reference of the Professional Advisory Committee;
- Appointments – Professional Advisory Committee;
- Appointment of the Chairperson of the Professional Advisory Committee;
- Appointments – Research Ethics Board;
- Appointment of Regional Chief of Staff;
- Appointments – Local Medical Advisory Committees;
- Appointments – Medical Advisory Committee;
- Appointments – Patient and Family Advisory Committee;
- Self-evaluation, evaluation of the Chairperson of the Board and of the chairpersons of the various committees, peer review;
- Accountability agreement;
- Evaluation of organizational performance;
- Update of By-Laws;
- Creation of an ad hoc Human Resources Group of the Board of Directors (MOTION 2021-06-11 / 03GMC);

- Board of Directors Orientation Manual;
- Evaluation of the last meeting of the Board of Directors.

The following items were raised at the June 18 special meeting:

- Appointment of leaders;
- Appointment of chairpersons and committee members.

**MOTION 2021-06-22 / 04P**

Moved by Lucille Auffrey

Seconded by Pauline Bourque

That the Board of Directors receive the report on the June 11, 2021 meeting of the Governance and Nomination Committee.

**Motion carried unanimously.**

It was indicated that the proposed time for meetings on the schedule could be changed based on demand at that time. The virtual format for the two proposed meetings could also be changed as needed.

**MOTION 2021-06-22 / 05P**

Moved by Pauline Bourque

Seconded by Rita Godbout

That the Board of Directors adopt the following motion from the June 11, 2021 meeting of the Governance and Nomination Committee: MOTION 2021-06-11 / 03GMC.

**Motion carried unanimously.**

**MOTION 2021-06-22 / 06P**

Moved by Lucille Auffrey

Seconded by Gaitan Michaud

That the Board of Directors receive the report on the June 18, 2021 special meeting of the Governance and Nomination Committee.

**Motion carried unanimously.**

**MOTION 2021-06-22 / 07P**

Moved by Lucille Auffrey

Seconded by Claire Savoie

That the Board of Directors adopt the 12 following motions from the June 18, 2021 special meeting of the Governance and Nomination Committee: MOTION 2021-06-18 / 02GMC, MOTION 2021-06-18 / 03GMC, MOTION 2021-06-18 / 04GMC, MOTION 2021-06-18 / 05GMC, MOTION 2021-06-18 / 06GMC, MOTION 2021-06-18 / 07GMC, MOTION 2021-06-18 / 08GMC, MOTION 2021-06-18 / 09GMC, MOTION 2021-06-18 / 10GMC, MOTION 2021-06-18 / 11GMC, MOTION 2021-06-18 / 12GMC and MOTION 2021-06-18 / 13GMC.

**Motion carried unanimously.**

**7.2 Finance and Audit Committee**

Rita Godbout, Committee Chairperson, presented the report on the June 1, 2021 meeting. The following items had been raised:

- 2021–2022 budget (MOTION 2021-06-01 / 02FV);
- Appointment of external auditors;
- Non-shareable funding request;
- Financial statements for the fiscal year ended March 31, 2021;
- Auditors' report (MOTION 2021-06-01 / 04FV).

**MOTION 2021-06-22 / 08P**

Moved by Rita Godbout

Seconded by Pauline Bourque

That the Board of Directors receive the report on the June 1, 2021 meeting of the Finance and Audit Committee.

**Motion carried unanimously.**

**MOTION 2021-06-22 / 09P**

Moved by Wes Knight

Seconded by Sonia A. Roy

That the Board of Directors adopt the two following motions from the June 1, 2021 meeting of the Finance and Audit Committee: MOTION 2021-06-01 / 02FV and MOTION 2021-06-01 / 04FV.

**Motion carried unanimously.**

**7.3 Care Quality and Patient Safety Committee**

Claire Savoie, Committee Chairperson, presented the report on the June 1, 2021 meeting. The following items had been raised:

- Management of waiting lists during the pandemic – specialized and ambulatory care;
- Surgical wait times;
- Low-risk caesareans – Acadie-Bathurst Zone;
- Laboratory operational costs;
- Annual Report – Complaints;
- Annual Report – Risk Management;
- Annual Report – Official Languages;
- Annual Report – Access to Information;
- Annual Report – Ethics Office;
- Annual Report – Confidentiality and Privacy Protection;
- Annual Report – Inpatients' Experience;
- Report by the Patient and Family Advisory Committee;
- Recommendations of review committees;
- Strategic and balanced scorecards – Q4.

**MOTION 2021-06-22 / 10P**

Moved by Claire Savoie

Seconded by Sonia A. Roy

That the Board of Directors receive the report on the June 1, 2021 meeting of the Care Quality and Patient Safety Committee.

**Motion carried unanimously.**

**7.4 Strategic Research and Training Committee**

Pauline Bourque, Committee Chairperson, presented the report on the May 17, 2021 meeting. The following items had been raised:

- Summary of research activities;
- 2020–2021 Operational Plan of the University Mission sector;
- Summary of Clinical Learning Units;
- New sector – University Mission;
- Health Research Institute project;
- Annual review of the terms of reference of the Strategic Research and Training Committee (MOTION 2021-06-01 / 01-CSRF);

**MOTION 2021-06-22 / 11P**

Moved by Pauline Bourque

Seconded by Liza Robichaud

That the Board of Directors receive the report on the May 17, 2021 meeting of the Strategic Research and Training Committee.

**Motion carried unanimously.**

**MOTION 2021-06-22 / 12P**

Moved by Pauline Bourque

Seconded by Denis M. Pelletier

That the Board of Directors adopt the following motion from the May 17, 2021 meeting of the Strategic Research and Training Committee: MOTION 2021-06-01/01-CSRF.

**Motion carried unanimously.**

**7.5 Medical Advisory Committee**

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

- Quality activities;
- Harmonization of medical complaint management process;
- Collaboration in developing the Network Quality Plan;
- Physician recognition program;
- Competency evaluation program;
- Revision of medical department rule template;
- Implementation of new software for online physician privilege requests;
- Collaboration with the firm Saegis for health professional training.

Dr. LeBlanc, as Committee Chairperson, also presented the report on the May 25, 2021 meeting. The following items had been raised:

- Policies and forms recommended by the MAC:
  - Policy – Cardiopulmonary Resuscitation GEN.3.80.31 and form – Cardiopulmonary Resuscitation and Levels of Care (RC-05) (MOTION 2021-05-25/03-CMC);
  - Policy – Intensity of Care GEN.3.80.32 (MOTION 2021-05-25/04-CMC);
  - Recommendation of appointments of Dr. André Denis Basque, Dr. Marie-Josée Martin and Dr. Nadine Lebel-Déjario as members of the Medical Advisory Committee (MOTION 2021-05-25/08-CMC);
  - Recommendation of annual renewal of chiefs of staff of the Beauséjour, Northwest, Restigouche and Acadie-Bathurst zones (MOTION 2021-05-25/09-CMC);
  - Recommendation of annual renewal of MAC members (MOTION 2021-05-25/10-CMC);
  - Recommendation of annual renewal of MAC members of the Beauséjour, Northwest, Restigouche and Acadie-Bathurst zones (MOTION 2021-05-25/11-CMC);
  - Recommendation of annual renewal of heads of local departments of the Beauséjour, Northwest, Restigouche and Acadie-Bathurst zones and of regional departments (MOTION 2021-05-25/12-CMC).
- Appointment requests (MOTION 2021-05-25/05-CMC);
- Medical staff category change requests (MOTION 2021-05-25/06-CMC);
- Zone change requests (MOTION 2021-05-25/07-CMC).

**MOTION 2021-06-22 / 13P**

Moved by Sonia A. Roy

Seconded by Monica Barley

That the Board of Directors receive the report of the Regional Chief of Staff and the report on the May 25, 2021 meeting of the Medical Advisory Committee.

**Motion carried unanimously.**

**MOTION 2021-06-22 / 14P**

Moved by Claire Savoie

Seconded by Rita Godbout

That the Board of Directors adopt the ten following motions from the May 25, 2021 meeting of the Medical Advisory Committee: MOTION 2021-05-25/03-CMC, MOTION 2021-05-25/04-CMC, MOTION 2021-05-25/08-CMC, MOTION 2021-05-25/09-CMC, MOTION 2021-05-25/10-CMC, MOTION 2021-05-25/11-CMC, MOTION 2021-05-25/12-CMC, MOTION 2021-05-25/05-CMC, MOTION 2021-05-25/06-CMC and MOTION 2021-05-25/07-CMC.

**Motion carried unanimously.**

**7.6 Professional Advisory Committee**

Justin Morris, Committee Chairperson, presented the report on the April 29, 2021 meeting. The following items had been raised:

- Standards and policies recommended by the PAC:
  - Electrical Therapy (MOTION 2021-04-29/03-CMC);
  - Temporary Endovenous Cardiac Pacing (MOTION 2021-04-29/04-CPC);
  - Pump Equipped with a Drug Library (MOTION 2021-04-29/05-CPC);
  - Evaluation of Compliance with Interdisciplinary Documentation Standards (MOTION 2021-04-29/06-CPC).
- Presentation of quality project initiatives:
  - Presentation – abbreviations project.
- Update on recruitment of a patient experience partner;
- PAC Work Plan;

- Spiritual Care presentation;
- Information note – Verification of right to practise;
- Presentation of the Strategic Plan of Vitalité Health Network;
- Presentation of results of Health Council survey.

**MOTION 2021-06-22 / 15P**

Moved by Claire Savoie

Seconded by Monica Barley

That the Board of Directors receive the report on the April 29, 2021 meeting of the Professional Advisory Committee.

**Motion carried unanimously.**

**MOTION 2021-06-22 / 16P**

Moved by Rita Godbout

Seconded by Sonia A. Roy

That the Board of Directors adopt the four following motions from the April 29, 2021 meeting of the Professional Advisory Committee: MOTION 2021-04-29/03-CPC, MOTION 2021-04-29/04-CPC, MOTION 2021-04-29/05-CPC and MOTION 2021-04-29/06-CPC.

**Motion carried unanimously**

**8. Documentation for members**

No documents were shared with the members at this meeting.

**9. Patient experience history**

No patient experience history was discussed at this meeting. It was suggested that, in future, the patient experience discussed should be more representative of the diversity within Vitalité Health Network and of more vulnerable populations.

**10. Relations with the community / services offered**

No presentation was made at this meeting on relations with the community or on the services offered.

**11. New business**

**11.1 2021–2024 Regional Health and Business Plan**

Gisèle Beaulieu provided an overview of the 2021–2024 Regional Health and Business Plan and 2020–2023 Strategic Plan. The Board of Directors approved the 2021–2024 Regional Health and Business Plan, which will be forwarded to the Department of Health for final approval and then distributed so that progress on, and achievement of, its initiatives and projects can be monitored.

**MOTION 2021-06-22 / 17P**

Moved by Lucille Auffrey

Seconded by Wes Knight

That the Board of Directors adopt the 2021–2024 Regional Health and Business Plan of Vitalité Health Network as presented.

**Motion adopted unanimously.**

**12. Adjournment**

Anne Soucie moved to adjourn the meeting at 2:55 p.m.

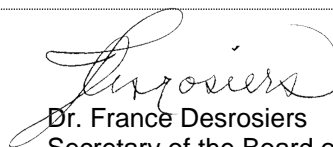
**13. Evaluation of the meeting**

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



David Savoie, president  
for Michelyne Paulin

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



Dr. France Desrosiers  
Secretary of the Board of Directors