

**Regional Health Authority B
HORIZON HEALTH NETWORK**

Minutes of meeting

Minutes of a meeting of the Board of Directors of Horizon Health Network, held on Thursday, January 19, 2012, at the Delta Fredericton, beginning at 4:00 p.m.

Present: W. David Ferguson (Chair), Linda Aitken, Scott Biggs, Laurie Boucher, Leo Burns, Harry Doyle, Lise Drisdelle-Cormier, Paul Elliott, Mavis Hurley, Donna Mazerolle, Debbie McCormack, Kathleen McMullen, Sue Murray, Elizabeth Neilson, Barbara Quigley, Roxanne Sappier, Kay Simonds, Donald J. Peters, Dr. Tom Barry, Kristen Pinsent-Close, Jeff Carter, Michael Chisholm, Jean Daigle, Gary Foley, Geri Geldart, Dr. Edouard Hendriks, Janet Hogan, Dr. Jim O'Brien, Nancy Roberts, Nancy Savage, Vicki Squires, Norma MaGee (Recording)

The Chair called the meeting to order at approximately 4:06 p.m. and welcomed guests in attendance at the meeting, including the Executive Director of the Dr. Everett Chalmers Regional Hospital, Nicole Tupper.

1. Minutes of Board of Directors' meeting of October 13, 2011

MOTION:

MOVED BY MR. BOUCHER, SECONDED BY MS. MURRAY

THAT THE MINUTES OF THE BOARD OF DIRECTORS' MEETING HELD ON OCTOBER 13, 2011 BE APPROVED AS CIRCULATED.

MOTION CARRIED.

2. Community support recognition

(a) Medavie Foundation donation: Mr. Daigle explained that the Medavie Health Foundation approved a partnership with Horizon Health Network. This initiative will enhance the quality of life for youth in the Greater Saint John area who are affected by mental health concerns. Medavie Health Foundation will provide a total of \$585,000 over a five-year period.

Mr. Daigle introduced Ruth Rappini and Patty Faith from the Medavie Health Foundation to the Board of Directors. Ms. Rappini explained that this was the first announcement of major funding partnership of this nature for the Medavie Health Foundation. She applauded Horizon for taking the initiative to establish this partnership to fill an important need in the area of child and youth mental health.

Mr. Ferguson expressed appreciation to Ms. Rappini and Medavie for supporting this initiative.

(b) Bell Aliant support for mental health program: Mr. Daigle also made the board aware of a donation received from Bell Aliant for Horizon to hire a part-time health care professional to help improve the collaborative relationship between primary health care providers and the mental health system. A formal event to mark this support will be held in February.

Mr. Ferguson expressed the board's appreciation for Bell Aliant's contribution.

(c) Health Canada re smoking cessation: Ms. Geldart explained that Health Canada has provided \$507,699 towards the expansion of the "Ottawa Model for Smoking Cessation", developed by the University of Ottawa Heart Institute. This will enable Horizon's Centre of Excellence for Clinical Smoking Cessation to expand a smoking cessation model of care to a variety of health care settings in Atlantic Canada over the coming months.

3. Official Languages Update

The Board welcomed Florence Flower, Director of Official Languages, to the meeting. Ms. Flower explained that Horizon's Official Languages Services lead the implementation of the Official Languages Strategic Plan and facilitate the compliance to the *Official Languages Act* of New Brunswick. Its purpose is to ensure that Horizon continues to offer quality health care in the official language of the public's choice.

Since the plan's launch in 2010, an Official Languages Policy, pamphlet, and complaint process have been successfully completed, along with the establishment of the Francophone Liaison Committee. Ms. Flower acknowledged the presence of Sylvain Melançon, Executive Director of Carrefour Beausoleil in Miramichi, and Lise Drisdelle-Cormier, Board member, who are both members of the Francophone Liaison Committee.

Ms. Drisdelle-Cormier spoke of the e-learning program developed for staff in Horizon Health Network in the promotion of making the active offer.

4. Your Health and Your Heart: Chalmers Regional Hospital Foundation project

The Chair welcomed David Wilson, Chair, and Tammy Wood, Executive Director, Chalmers Regional Hospital Foundation. Mr. Wilson spoke about the Foundation's 2009-2010 campaign, Your Health and Your Heart, which led to the new home of the Cardiac Diagnostic Unit at the Dr. Everett Chalmers Regional Hospital recently being opened. He explained that this project was a partnership with 14 communities in Fredericton and the upper river valley areas, with each community taking on the challenge of raising money for ECGs and Holter Monitors. He spoke to the frustrations and lessons learned with not all communities achieving their fundraising goals.

Mr. Wilson also spoke to the 2011 fundraising project to purchase 15 new patient monitors for the Emergency Department at the Dr. Everett Chalmers Regional Hospital, which will be purchased soon.

A recent directive from the Department of Health stated that there were to be no new programs or expansions to existing programs, or purchases of new equipment that would result in any significant increase in operating costs, including renovations. Mr. Wilson expressed the Foundation's concern over designing a project for 2012 that would improve patient care at the Chalmers, and remain within the Foundation's mandate and the guidelines established by the Province.

Mr. Peters explained that all foundations within Horizon are experiencing the same frustrations and will have to come up with different thinking for future projects.

5. Update on Strategic Initiatives

Dr. Hendriks, VP Medical and Academic Affairs, provided the board with a progress update on the initiatives from the Strategic Framework 2010-2013, approved by the Board of Directors in January 2010. Included in the presentation were examples of some of the 153 project activities that directly support the strategic initiatives, identifying the Vice President responsible for leading the initiative, and the percentage complete.

This is the last progress update for the initiatives under the 2010 plan.

6. Committee Reports

Board of Directors' Committees

(a) Governance, Nominating and Planning Committee: Ms. Quigley reported that work continues on revisions to the organization's Bylaws, with meetings being held with the Department of Health and the two health authorities. Some of the changes being proposed will require amendments to the Regional Health Authorities Act, which hopefully can occur during the current amendments being made to accommodate elected boards, etc.

Research Ethics Board: there was a change to the Research Ethics Board (REB) Chair in June 2011 from a full-time position to an elected, term position, and in September 2011 the Research Ethics Board approved a revised Composition Policy describing the new process for selection, election and duration of term for the Chairperson position. The Terms of Reference were reviewed by the REB to ensure consistency with the revised policy on Composition. A proposed change included the revision to the election of the committee chair.

MOTION:

**MOVED BY MS. QUIGLEY, SECONDED BY MRS. NEILSON
THAT THE BOARD OF DIRECTORS APPROVE THE REVISED
TERMS OF REFERENCE FOR THE RESEARCH ETHICS BOARD.**

MOTION CARRIED.

Appointment of REB chair: Subsequent to the approval of the revised policy in September 2011, the REB elected one of its members to the position of Chairperson for a three-year term. Jeff Jennings was nominated and elected by unanimous decision at the September 14, 2011 meeting.

MOTION:

**MOVED BY MS. QUIGLEY, SECONDED BY MR. BIGGS
THAT JEFF JENNINGS BE APPOINTED AS CHAIR OF THE
RESEARCH ETHICS BOARD FOR A THREE-YEAR TERM TO END
AT THE ANNUAL MEETING IN JUNE 2014.**

MOTION CARRIED.

(b) Patient Safety and Quality Improvement: Ms. Sappier reported from the Committee's December 2011 meeting at which time the Committee reviewed and discussed the VP portfolio reports for the 17 program/service/networks from the Quality and Safety Committee's October and November meetings.

Ms. Sappier explained that there had been a great deal of activity around the ALC patients, specifically around Horizon's move to create dedicated ALC spaces in hospitals. Ms. Savage explained that most of these facilities already had a number of patients waiting to be moved to an alternate care facility, however with the cost savings measures implemented in October, ALC patients were reassigned to designated units, and as well, a care model was assigned to ensure the specialized care needs of the ALC patients were met. This has been seen as a positive step.

Recent figures show a small drop in the number of ALC patients in Moncton and Saint John; however, the levels in Fredericton, Upper River Valley and Miramichi are still high.

(c) Human Resources: Ms. McMullen reported that at the December meeting members learned that the union representing the Paramedical bargaining unit accepted the latest contract offer from the Province. Two of the province's largest unions are currently at the negotiating table – New Brunswick Nurses Union and the Canadian Union of Public Employees.

The committee received an update on Official Languages and discussed the key performance indicators, comparing June 30, 2010 to June 30, 2011.

(d) Finance and Audit: Committee chair, Harry Doyle, reported that funding for the Oncology Project in Moncton was included in the capital budget recently released by the Province.

Financial statements at October 31, 2011: Horizon has experienced a year to date surplus of \$4.1 million within regular operations versus a budgeted deficit of \$1.2 million before other expenses. Horizon is tracking slightly higher in expenditures compared to the prior year. Mr. Doyle added that Horizon expects to end the 2011-12 fiscal year essentially balanced.

Signing authority guidelines: Financial Services will review the signing authority guidelines to align with the signing authority project currently underway within Financial Services with FacilicorpNB to establish a single authority database. In the interim, the CEO has requested that the authority be adjusted to provide the Vice President Operations and Support Services position with maximum authority to facilitate the construction and capital equipment processes.

Capital equipment report: A listing of the regular capital equipment for 2011-12 by zone was provided for information. Of the total approved budget of \$1,947,372, a total of \$1,121,745 has been spent to date.

Board of Directors' Advisory Committees

(e) Regional Medical Advisory: Dr. Barry reported that the Regional Medical Advisory Committee had met twice since the last board meeting. He spoke to the passing of the Midwifery Act in New Brunswick and the question as to what body will be responsible for credentialing Midwives.

7. For information

(a) Saint John Regional Hospital Auxiliaries newsletter: Circulated with the agenda materials was a copy of "Auxiliary Communicator Fall 2011", the newsletter of the Saint John Regional Hospital Auxiliary Inc.

(b) Dr. Everett Chalmers Hospital Auxiliary News: Also circulated with "Auxiliary News" from the Dr. Everett Chalmers Hospital Auxiliary, featuring a report from their 120 year anniversary celebrations.

8. Other business

Nil

9. Questions from the public

Sylvain Melançon, Executive Director of Carrefour Beausoleil in Miramichi and a member of Horizon's Francophone Liaison Committee, explained from his perspective Horizon continues to offer quality health care in the official language of the public's choice. He congratulated Florence Flower and the work of the organization for their vision of serving patients in both official languages.

10. Adjournment

There being no further business, the meeting was adjourned on motion by Ms. Mazerolle at approximately 5:50 p.m. The next meeting will be held on Thursday, April 19, 2012 beginning at 4:00 p.m. in Moncton (location to be advised).

W. David Ferguson, Chair

Donald J. Peters, Corporate Secretary