

Horizon Health Network

Minutes of meeting

Minutes of a meeting of the Board of Directors held on Thursday, October 29, 2015, beginning at 1:00 p.m. at the Crowne Plaza Moncton Downtown.

Present: W. David Ferguson (Chair), Linda Aitken, Mike Coster, Linda Forestell, Dr. Erik Klein, Michael McCoombs, John McKay, Kathleen McMullen, Jane Mitton-MacLean, Luigi Rocca, Roxanne Sappier, Mary Schryer, Kay Simonds, Andre Veniot, Dr. Tom Barry, Cathy Cormier, Jean Daigle, Gary Foley, Geri Geldart, Dr. Jennifer Hall, Dr. Edouard Hendriks, Janet Hogan, Dan Keenan, Dr. Pam Mansfield, Margaret Melanson, Andrea Seymour, Norma MaGee (recording)

Absent: Jo-Ann Fellows, John McGarry

1. Call to order and approval of agenda

The meeting was called to order at approximately 1:00 p.m.

MOTION:

MOVED BY MS. SCHRYER, SECONDED BY MS. MITTON-MACLEAN

THAT THE AGENDA FOR THE MEETING BE APPROVED AS CIRCULATED.

MOTION CARRIED.

2. Consent agenda

MOTION:

MOVED BY MS. MCMULLEN, SECONDED BY MR. COSTER

THAT THE CONSENT AGENDA BE APPROVED AS AMENDED.

MOTION CARRIED.

3. **Business arising from the minutes**

Nil

4. **Report from the President and Chief Executive Officer**

In the absence of the CEO, Ms. Seymour explained that Mr. McGarry's report provided an update on Horizon's work with ALC patients as well as preparations for the first Centre of Expertise to be created for the aging and eldercare sector.

5. **Balanced Scorecard**

Ms. Seymour brought forward a draft Scorecard for the fiscal years 2015-2016. This version has an updated format with the aim of providing easier interpretation of the indicators, including trending of results over time, and analysis of current performance. The first quarter report for 2015-16 will be presented to the Board of Directors at the next meeting.

6. **Finance, Audit and Resource Committee**

6.1 **Financial results at June 30, 2015:** Dan Keenan, Corporate Director of Financial Services, provided an overview of the financial results for the three months ended June 30, 2015. Year to date figures continue to show a small surplus; however the \$0.2 million surplus in regular operations is below the surplus of \$1.7 million at the same time last year. Year to date revenues and expenditures are below budget and differ slightly from the prior year amounts.

6.2 **Major capital equipment 2015-16:** Mr. McCoombs explained that the Committee had reviewed the recommendation for major capital equipment at the September meeting as Horizon's five-year major capital equipment plan is to be updated and submitted for approval by October 31 of each year. The full list was provided for the Board members as endorsed by the Finance, Audit and Resource Committee and the Regional Medical Advisory Committee.

MOTION:

MOVED BY MR. MCCOOMBS, SECONDED BY MR. COSTER

THAT THE BOARD OF DIRECTORS APPROVE THE FIVE-YEAR PLAN FOR MAJOR CAPITAL EQUIPMENT AS PRESENTED.

MOTION CARRIED.

7. Patient Safety and Quality Improvement Committee

7.1 Family Presence Policy: A Family Presence Policy was provided for approval. Ms. Melanson explained that Horizon supports the presence of family members or “partners in care” to provide comfort and encouragement to patients during inpatient stays and as possible during outpatient consultations. The policy was developed to describe a change in practice allowing close family members/partners in care (as defined by the patients) to be present as the patient wishes, to replace traditional visiting hours. It was created in consultation with patients and family members through focus groups, as well as additional focus group input and feedback from staff members.

MOTION:

MOVED BY MRS FORESTELL, SECONDED BY MR. COSTER

THAT THE BOARD OF DIRECTORS APPROVE THE FAMILY PRESENCE POLICY AS PRESENTED.

MOTION CARRIED.

Ms. Melanson noted that with the board’s approval, an implementation plan will be developed with input from staff as well as patients. The implementation plan will be brought to ELT with potential dates for implementation anticipated in late 2015 or early 2016.

7.2 Community Treatment Orders: M. Daigle explained that as the result of a recent coroner’s inquest, Community Treatment Order legislation is to be developed for the province. A community treatment order is a legal provision by which a physician may require a person with mental illness who meets specific criteria to follow a course of treatment while living in the community. New Brunswick is currently the only province in Canada that doesn’t have legislation which would allow authorities to monitor mental health patients in the community in an effort to ensure patients take their medications while under the supervision order.

Horizon has representation on the provincial committees developing the legislation.

7.3 Patient and Family Centred Care: Ms. Melanson provided an update on the work being carried out with the Patient and Family Centred Care portfolio. This included awareness building, engagement and initiatives, communication, and transforming care at the bedside.

7.4 Patient Survey results from May 2015 survey: Lauza Saulnier provided an overview of the results of the hospital experiences survey carried out in May 2015. Results from this survey are compared to data from the New Brunswick Health Council’s (NBHC) 2013 Acute Care Survey of medical and surgical patients. The May 2015 overall survey results remain similar to results from Horizon’s two previous experience surveys. The results indicate

continuous improvements in 12 of 13 patient care dimensions as compared with the 2013 NBHC data.

The survey is meant to capture the care experiences of discharged patients who spent at least one night in a Horizon acute care facility. It measures care experiences provided during a patient's hospital stay, from admission to discharge.

7.5 Patient Safety Key performance indicators: Ms. Saulnier also provided an overview of the five patient safety key performance indicators related to Infection & Prevention Control and Patient Safety. Overall, Horizon is performing well and/or trending in the right direction to achieve national benchmarks.

There was discussion on the hip fracture indicators and improvements in the medication reconciliation on admission targets.

8. Governance, Nominating and Planning Committee

Ms. Mitton-MacLean reported that the Governance, Nominating and Planning Committee met on September 9 and had a lengthy discussion on the Medical Staff Rules and Regulations as well as the Facilities and Programs Planning update.

8.1 Medical Staff Rules and Regulations: Dr. Hendriks explained the process used for preparing the Rules and Regulations, a document which will guide the principles of medical staff privileging, medical staff organization, and duties of various physician leaders and the conduct of quality medical care.

Ms. Mitton-MacLean added that in approving the document, the Governance, Nominating and Planning Committee asked that in order to facilitate the process, the document be made available to all physicians prior to the October 29 board meeting for input. This was done and suggestions for minor changes are incorporated in the proposed document.

MOTION:

**MOVED BY MS. MITTON-MACLEAN, SECONDED BY MS.
MCMULLEN**

**THAT THE BOARD OF DIRECTORS APPROVE THE MEDICAL
STAFF RULES AND REGULATIONS AS PRESENTED.**

MOTION CARRIED.

8.2 Facilities and Programs Planning update: Ms. Seymour explained that the provincial Department of Transportation and Infrastructure continues to search for permanent space for the Fredericton Community Health Centre; the centre is temporarily

located in the downtown area (former Centennial Building). Horizon awaits further decision from the government on the design, location and timelines for the permanent space. A decision on the permanent location for the Oromocto Community Health Centre has not been made.

She also explained that the redevelopment project for the Dr. Everett Chalmers Regional Hospital is on hold pending allocation of funding for the functional design stage. The local MLA has toured the space.

9. Official Languages update

Ms. Melanson explained that following Board approval of the revised Official Languages Policy in June, a communication plan was developed for the launch of the policy during the week of September 8, 2015. Work continues with staff regarding the active offer, and audits are continually carried out.

10. Items removed from the consent agenda

Regional Medical Advisory Committee report: There was a question regarding the pilot project in Moncton focusing on a central referral intake for orthopedic patients in the Moncton area. The goal of the project is to improve patient access by referring patients to the shortest wait time and balance the variation of total wait times for applicable Orthopaedic Surgeons at The Moncton Hospital. The Regional Medical Advisory Committee endorsed the project and it is anticipated this method may be used in other medical services with high wait times. The long-term goal is a Regional Central Referral Centre.

11. Other business

Nil

12. Questions from the public

Monica McNally, Fredericton offered appreciation to the Board for sending the letter to the Minister of Health re advocacy, and also for making the copies of that letter and his response available to her. She spoke to the issue of cleanliness at the Chalmers Hospital, particularly in the oncology unit, and provided pictures she had taken while there with a cancer patient.

Judith Seymour, Fredericton spoke of concerns expressed to her about services at one of Horizon's facilities as it relates to Power of Attorney for patients. Margaret Melanson will follow up on the issues.

Donna Collins, Saint John spoke about preventable deaths, asking about the status of the availability of Narcan in the province. She also asked about amendments to the board minutes; status of hiring electrophysiologist; and provided an amended copy of Horizon Bylaws for the board to consider.

13. Adjournment

There being no further business, the meeting was adjourned at approximately 4:00 p.m. on motion by M. Veniot. A private session for board members only was then convened.

W. David Ferguson, Chair

John McGarry, Corporate Secretary