

Regional Health Authority B Horizon Health Network

Minutes of Meeting

Board of Directors

Minutes of a meeting Board of Directors of Regional Health Authority B, held on Thursday, October 21, 2010, beginning 6:00 p.m. at the Days Inn Oromocto.

Present: John Laidlaw (Chair), Rod Borden, Karen Branscombe, Richard Breault, Leo Burns, Natasha Campbell, Cathy Carnahan, Harry Doyle, Madeleine Drummie, Larry Hachey, Mavis Hurley, Jean-Eudes Levesque, Donna Mazerolle, Barbara Quigley, Wayne Roach, Donald J. Peters, Dr. Tom Barry, Kristen Pinsent-Close, Jeff Carter, Michael Chisholm, Jean Daigle, Gary Foley, Geri Geldart, Janet Hogan, Nancy Roberts, Nancy Savage, Vicki Squires, Norma MaGee (Recording)

Regrets: Lise Drisdelle-Cormier, Roxanne Sappier, Dr. Edouard Hendriks, Dr. John McCann

The Chair called the meeting to order at approximately 6:05 p.m. He welcomed Nicole Tupper, Executive Director of the Dr. Everett Chalmers Regional Hospital, to the meeting.

1. Minutes of Board of Directors' meeting of June 24, 2010

MOTION:

MOVED BY MR. BORDEN, SECONDED BY MS. CARNAHAN

THAT THE MINUTES OF THE JUNE 24, 2010 MEETING OF THE BOARD OF DIRECTORS BE APPROVED AS CIRCULATED.

MOTION CARRIED.

2. Research Office Business Plan update

Mr. Peters explained that Horizon received support from the Department of Health in August 2010 in relation to the research infrastructure proposal approved by the Board in January 2010. He explained research is a large component of the medical structure and to support this, Dr. James O'Brien, a Plastic Surgeon in Saint John, has been named Vice President of Research Innovation and Development for Horizon Health Network.

The Board welcomed Lauza Saulnier, Director – Research and Patient Safety Services for Horizon Health Network to the meeting to update the board on the progress made with the infrastructure proposal since January. (Dr. O'Brien was unable to attend the meeting due to

illness in his family.) Ms. Saulnier explained the planning and consultation process that led to the development of the business plan previously approved by the board. She outlined the plans for the research portfolio within Horizon, as it relates to an initiative from the organization's Strategic Plan. Currently, Horizon is involved in 140 clinical trials and 220 applied health research projects.

3. Report from Chief Executive Officer

Mr. Peters explained that the report contained summary reports from each Vice President, outlining activities in the organization, and will be issued twice a year. He urged all board members to read through the progress reports from the VPs which contained a wealth of information regarding Horizon Health Network.

4. Committee reports

Board of Directors' Committees

(a) Human Resources: M. Levesque provided an update on a number of topics under discussion by the Human Resources Committee at its September 9 meeting. Of note was an update on the ongoing work of the smoking policy review group which has been asked to make recommendations regarding whether or not smoking should be allowed on Horizon Health Network property, while taking into consideration the ethical, safety, and clinical concerns. This committee has reached no consensus to date.

Board members briefly discussed the topic of smoking on Horizon properties and are interested in receiving the report from the work of the review committee.

(b) Health Planning and Delivery: In the absence of the committee chair, Ms. Hurley reported from the committee's September meeting. Updates were provided to the committee on the Alternate Level of Care Patients; the ALC clinical network; Community Needs Assessments for a number of communities in Horizon; the introduction of Midwifery in New Brunswick; an update on Hemodialysis; along with presentations from the Stan Cassidy Centre for Rehabilitation, a strategy for preventing falls in hospitals, and an overview of the Therapeutics portfolio.

(c) Finance and Audit: Committee Chair, Harry Doyle reported that the committee has met twice since the last board meeting. An update was received on the work that has been carried out by the organization's Transformation Team which has taken the lead in establishing the supporting tools and mechanisms to achieve process transformation. The team has had a great deal of success to date, with a number of process improvements highlighted.

Mr. Laidlaw expressed appreciation to the team for its impressive work to date, and noted that it is anticipated that the team will be asked to address the full board at a future meeting.

Mr. Doyle also noted that Horizon is currently tracking ahead of budget but it is relatively early in our fiscal year to estimate tracking for the year end in March 2011.

(d) Governance and Nominating: Ms. Quigley reported from the September 17 meeting of the Governance and Nominating Committee, two items which require board approval at this time.

Terms of Reference – Research Ethics Board: The Committee reviewed and recommended to the Board of Directors documents which led to the establishment of the Research Ethics Board (REB) in February 2009. The REB drafted terms of reference which outline its work since its creation.

MOTION:

MOVED BY MS. QUIGLEY, SECONDED BY MS. CARNAHAN

THAT THE BOARD OF DIRECTORS APPROVE THE TERMS OF REFERENCE FOR THE RESEARCH ETHICS BOARD AS CIRCULATED.

MOTION CARRIED.

Culture of Patient Safety: A policy was developed for Horizon Health Network to underscore the importance of promoting the culture of patient safety for board members, employees, medical staff, students and volunteers. The draft policy was prepared by the Quality and Patient Safety team, and shows the commitment to leadership to a culture of patient safety at the board level. Ms. Quigley noted that the Canadian Patient Safety Institute is available to provide workshops on this topic with boards, and additional information will be provided at a later meeting.

MOTION:

MOVED BY MS. QUIGLEY, SECONDED BY MR. BURNS

THAT BOARD OF DIRECTORS APPROVE THE “CULTURE OF PATIENT SAFETY” POLICY AS PRESENTED.

MOTION CARRIED.

Board of Directors’ Advisory Committees

(e) Regional Medical Advisory: Dr. Barry reported that the Regional Medical Advisory Committee has met twice since the Board’s last meeting, and has welcomed two new

members, Dr. Stewart MacMillan from Miramichi and Dr. Hanif Chatur from Upper River Valley.

Included on the committee's agenda are regular updates on the sub committees reviewing a proposed smoking policy and primary care. Dr. Barry also explained that a Physician Assistant program has been approved by the government, with two positions approved for the Emergency Department at the Dr. Everett Chalmers Regional Hospital.

5. **For information**

The following items were attached to the agenda for information, and not reviewed.

- (a) Corporate summary: an overview of current activities in Horizon Health Network.
- (b) Zone Fact Sheets: a compilation of information on health in Horizon's five zones.
- (c) Sackville Memorial Hospital Auxiliary Newsletter: for September 2010.
- (d) A votre santé – le bulletin de la SSMEFNB : the regular newsletter from the Société Santé et Mieux-être en français du Nouveau-Brunswick.

6. **Other business**

Nil

7. **Questions from the public**

Nil

8. **Adjournment**

There being no further business, the meeting was adjourned on motion by Ms. Hurley at approximately 7:15 p.m.

John D. Laidlaw, Chair

Donald J. Peters, Secretary