

Horizon Health Network

Minutes of meeting

Minutes of the Board of Directors held on Thursday January 26, 2017, beginning at 1:00 pm. at the Delta Hotel in Fredericton.

Directors: Grace Losier (Chair), André Veniot, Carol Reimer, Dan McCarthy, Douglas Baker, Jane Mitton-McLean, Jeanne Breau, John Cormier, Linda Forestell, Martina Shannon, Mary Schryer, Mike McCoombs

Staff: Karen McGrath, Dr. Tom Barry, Jean Daigle, Gary Foley, Dr. Patti Forgeron, Geri Geldart, Dr. Edouard Hendriks, Janet Hogan, Dan Keenan, Margaret Melanson, Andrea Seymour, Dr. Jennifer Hall, Susan Dickie (recording)

Regrets: Cathy Carnahan, Douglas Doucette, Pauline Gallant

Absent: Tanna M. Pirie-Wilson

1. Call to Order

G. Losier, Chair called the meeting to order at approximately 1: 00 pm

2. Approval of Agenda

The agenda was approved as circulated on a motion by M. Schryer, seconded by M. Shannon. Motion carried.

3. Consent Agenda

The following items were contained in the consent agenda:

- Minutes of last meeting, October 27, 2016
- Report from the Patient Safety and Quality Improvement Committee
- Report from the Governance, Nominating and Planning Committee
- Report from the Finance, Audit and Resource Committee
- Report from the Medical Advisory Committee

MOTION:

**IT WAS MOVED BY J. MITTON-MCLEAN, SECONDED BY M. SCHYRER THAT;
THE CONSENT AGENDA OF THE BOARD OF DIRECTORS FOR JANUARY 26, 2017
BE APPROVED AS CIRCULATED.**

MOTION CARRIED.

4. Business Arising from minutes

Nil.

5. Official Languages update

M. Melanson, VP of Quality and Patient Centred Care provided highlights of the written report, the main focus is on increasing Horizon's performance in providing the active offer and working with managers on the development of their linguistic profiles.

Motion was made by A. Veniot, seconded by M. Shannon to receive and file the report on Official Languages.

Motion carried.

6. Balanced Scorecard

A. Seymour, Chief Operating Officer and VP of Corporate Resources presented the balanced scorecard quarterly results for December 2016. A copy of the presentation is appended to the Corporate minute book for information.

Motion was made by D. Baker, seconded by M. Shannon to receive and file the presentation on balanced scorecard. Motion carried.

7. Patient Family Centred Care

M. Melanson, VP of Quality and Family Patient Care presented the report on Patient Family Centred Care which contained many items highlighting the Family Patient Care Strategies which included: Awareness and communication building; Patient/ Staff and Physician engagement; Patient Advisory Council; Patient Experience Advisors; Accreditation Canada Standards; Transforming the Care at Bedside; Evaluation and Monitoring.

Motion was made by J. Breau, seconded by M. McCoombs to receive and file the report. Motion carried.

7.1 Patient Family Centred Care Experience Conference

M. Melanson, VP of Quality and Family Patient Care presented the participants evaluations received from the Horizon inaugural Patient and Family Centered Care Experience Conference held on November 7th & 8th 2016, in Moncton New Brunswick at the Delta Beausejour. Conference evaluation were received from 150 of the attendees (59%) which showed positive results.

Motion was made by J. Breau, seconded by M. McCoombs to receive and file the report. Motion carried.

8. Governance, Nominating and Planning Committee

8.1 Community Needs Assessment Reports

Mr. Jean Daigle, VP of Community presented the results from two Community Needs Assessments carried out in Sussex, Nackawic and their surrounding areas. The intent of these assessments is to engage community members in a process of self-exploration and consensus building aimed at improving the health of individuals and the community at large. This process also informs decision makers. J. Daigle explained that 17 community needs assessments have been completed to date, this means that Horizon has met its target to complete all of them as laid out in the Horizon's strategic plan. The next step is to develop measures of reporting on

the progress of the recommendations and these will be brought back to a future meeting of the committee.

Sussex and surrounding Area

MOTION:

**It was moved by D. McCarthy, seconded by L. Forestell that;
THE BOARD OF DIRECTORS ENDORSES RECOMMENDATIONS PROVIDED BY THE
SUSSEX AND SURROUNDING AREAS ADVISORY COMMITTEE ALLOWING THE
COMMITTEE TO EXPLORE FEASIBILITY OF RECOMMENDATIONS AND PROPOSE
ACTION PLANS.**

MOTION CARRIED.

Nackawic and surrounding Area

MOTION:

**It was moved by M. Shannon, seconded by C. Reimer that;
THE BOARD OF DIRECTORS ENDORSES THE RECOMMENDATIONS PROVIDED BY
THE NACKAWIC AND SURROUNDING AREAS ADVISORY COMMITTEE ALLOWING
THE COMMITTEE TO EXPLORE FEASIBILITY OF RECOMMENDATIONS AND
PROPOSE ACTION PLANS.**

MORION CARRIED.

8.2 Board / Foundation Collaboration

At the October board education session a major discussion topic centred on how the Horizon Health organization and its supporting foundations could more closely work together to maximize opportunities and perhaps re-energize the support of the public through foundation appeals and campaigns. The result of the session ended with a commitment to consider how to operationalize this collaboration at the senior levels of the organizations.

MOTION:

**IT WAS MOVED BY A. VENIOT, SECONDED BY L. FORESTELL THAT;
THE BOARD OF DIRECTORS ENDORSE A JOINT COMMITTEE COMPRISED
OF EXECUTIVE COMMITTEE MEMBERS OF THE BOARD OF DIRECTORS (SIX
DIRECTORS PLUS CEO) TO MEET WITH CHAIRS/CEO'S OF ALL
FOUNDATIONS TWICE ANNUALLY FOR HALF-DAY SESSIONS IN MAY AND
NOVEMBER WHERE THE CEO'S OF EACH ORGANIZATION PRESENT THE
ISSUES AND PLANS OF COMMON INTEREST. THIS SHALL BE CALLED THE
HORIZON FOUNDATIONS COUNCIL**

MOTION CARRIED.

8.3 Facility Site Visits

Horizon Board members have expressed an interest in visiting facilities within Horizon Health Network. This would provide an opportunity to showcase provincial and tertiary services, primary health care, best practices and challenges, and to meet local staff and physicians.

MOTION:

**IT WAS MOVED BY A. VENIOT, SECONDED BY M. SHANNON THAT;
A SCHEDULE THAT SIX TOURS PER YEAR WILL BE ARRANGED FOR BOARD
MEMBERS TO VISIT FACILITIES WITHIN HORIZON HEALTH NETWORK.
MOTION CARRIED**

8.4 Facility /Program Site Update

A.Seymour, Chief Operating Officer and VP of Corporate Resources provided an update on the DECRH and SJRH Master Plan.

8.4.1 DECRH Redevelopment Plan

A. Seymour explained the DECH Redevelopment is an approved project. Current year activity is funded by Government and involves production of design and phasing plans. Information and layout was provided to board members to give an appreciation for the plans as they work through the Steering Committee made up of clinical leaders, senior and planning management, the planning consultants and architects and the Departments of Health and Transportation and Infrastructure.

A.Seymour gave a presentation of the key elements of the current design plans.

MOTION:

**IT WAS MOVED BY A.VENIOT,SECONDED BY M. SCHRYER THAT;
THE BOARD OF DIRECTORS SUPPORT THE PRINCIPLES OF THE
ASSOCIATED DESIGN AND LAYOUT OF THE DR. EVERETT
CHALMERS HOSPITAL REDEVELOPMENT PROJECT.
MOTION CARRIED.**

8.4.2 SJRH Master Plan

A.Seymour, Chief Operating Officer, VP of Corporate Resources explained the Saint John Regional Hospital Master Plan, and earlier Master Program is intended to give direction to the organization for developing the hospital over the next 25 years. This is not an approved by government project at this time; although they have permitted us to expend board funds to develop this critical document.

A.Seymour explained and outlined in a presentation that There are several elements of this plan that needs to be explored with Government immediately, namely Phase 1 where the ICU and Oncology areas are addressed. These are seen as critical to mission functions and are our priority areas that need immediate attention. Once the Master plan is approved by this Board the intent is to move immediately to Government with a proposal to begin a phased redevelopment plan that will see a complete Phase 1 within 5 years

MOTION:

**IT WAS MOVED BY A.VENIOT, SECONDED BY L. FORESTELL THAT;
THE BOARD OF DIRECTORS SUPPORT THE DIRECTION, PRINCIPLES AND
PHASING RECOMMENDED IN THE NEW SAINT JOHN REGIONAL HOSPITAL
MASTER PLAN AND DIRECTS STAFF TO REQUEST FURTHER DISCUSSION
WITH THE DEPARTMENT OF HEALTH ON A POTENTIAL PROJECT.
MOTION CARRIED.**

9. Patient Safety and Quality Improvement Committee

9.1 Medical Assistance in Dying Policy

Dr. Edouard Hendriks, VP of Medical, Academic & Research Affairs presented the Medical Assistance in Dying Policy and provided a presentation which outlined the development of this policy which follows federal legislation enacted on June 6, 2016. The policy describes the situation where a physician or nurse practitioner prescribes or administers medication to a competent and consenting adult to intentionally bring about their death. Dr. Hendriks explained Horizon has established a process in collaboration with the Department of Health and Vitalité Health Network to support medical assistance in dying in the most appropriate way possible in a patient's home or hospital.

It was moved by L. Forestell, seconded by M. Schryer to adopt and file the presentation on medical assistance in dying. Motion carried.

MOTION;

**IT WAS MOVED BY L. FORESTELL, SECONDED BY A. VENIOT THAT;
THE BOARD OF DIRECTOR APPROVE THE MEDICAL ASSISTNACE IN DYING
POLICY.**

MOTION CARRIED.

10. Finance, Audit and Resource Committee

10.1 Capital Equipment

A. Seymour explained in 2016-17 a CT scanner was approved for the Saint John Regional Hospital Diagnostic Imaging Department. This acquisition was Horizon's largest capital project for the 2016-2017 year. During the RFP process it was determined that although the equipment could be acquired in the fiscal year, installation could not be completed before March 31, 2017. This results in a requirement to fund installation next year and creates a surplus this fiscal year. The Capital Equipment list was presented to the Board of Director and is therefore adjusted for 2017-2018 to include the installation of the CT and a re-allocation of the surplus to items that can be acquired and on site prior to March 31, 2016.

MOTION;

**IT WAS MOVED BY D. BAKER, SECONDED BY J.MITTON-MCLEAN THAT;
THE 2017-2018 MAJOR CAPITAL EQUIPMENT PRIORITIES INCLUDED IN
THE MEETING PACKAGE OF THE BOARD OF DIRECTORS JANUARY 26,
2017 BE PURCHASED IN 2016-2017;**

THAT THE RESIDUAL (\$121,000) AND A PORTION OF THE CONTINGENCY FUND (\$204,000) BE FOR THE EMERGENCY REPLACEMENT OF ULTRASOUND EQUIPMENT AT THE MONCTON HOSPITAL;

THAT THE REMAINING CONTINGENCY (\$685,389) BE ALLOCATED FOR PRIORITY-ONE REGULAR CAPITAL EQUIPMENT ITEMS THAT ARE EITHER UNDER-THRESHOLD OR HAVE ACTIVE PRICING AGREEMENTS;

THAT THE MAJOR CAPITAL EQUIPMENT REQUEST FOR 2017-2018 , BE AMENDED AS OUTLINED TO THE BOARD OF DIRECTORS AT ITS JANUARY 26, 2017 MEETING TO REFLECT THE CARRYOVER OF INSTALLATION FOR THE CT SCAN, BE SUBMITTED TO THE MINISTER FOR APPROVAL:

MOTION CARRIED.

11. Items removed from consent agenda

Nil.

12. Other Business

J. Daigle, VP of Community explained the New Brunswick Health Council is reviewing the work of the Community Health Needs Assessment as part of their original mandate as an oversight within the health system.

13. Questions from the Public

Questions and comments from the public were received in the following areas:

1. Health care delivery in the Charlotte County Area.
2. Mental Health –
 - a. Triage and response times for mental health patients in the emergency rooms.
 - b. Isolation of mental health patients while in hospital.
 - c. Lack of Board representation.
3. Miramichi Hospital – moving from Horizon to Vitalité Health Network
4. Health care delivery in Campobello Island.
5. Midwifery Program
6. Document was received and filed regarding progress measures and general governance and operations of HHN.

14. Adjournment

There being no further business, the meeting was adjourned at approximately 3:47 pm on a motion by A. Veniot, seconded by D. Baker. Motion carried.

Grace Losier, Chair

Karen McGrath, Corporate Secretary