

**Regional Health Authority B  
Horizon Health Network**

**Minutes of the Board of Directors meeting held on Thursday October 26, 2017  
beginning at 1:00 pm at the Delta Beausejour, Moncton, NB.**

**Present:**

**Directors:** Grace Losier (Chair), Douglas Baker, Jeanne Breau, Cathy Carnahan, John Cormier, Linda Forestell, Daniel McCarthy, Michael McCoombs, Jane Mitton-McLean, Shelley Francis, Carol Reimer, Pauline Gallant, Mary Schryer, Andre Veniot, Martina Shannon

**Staff:** Karen McGrath, Andrea Seymour, Gary Foley, Jean Daigle, Janet Hogan, Margaret Melanson, Dr. Edouard Hendriks, Dr. Thomas Barry, Dan Keenan, Susan Dickie (recording secretary)

**Regrets:** Geri Geldart

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**1. Call to order and approval of agenda**

G. Losier, Chair called the meeting to order at approximately 1:00 pm.; the agenda was approved as circulated on a motion by Michael McCoombs, Pauline Gallant. Motion Carried.

**2. Presentation: The Role of First Nation's Liaison Committee**

Jean Daigle, VP of Community introduced Ginette Pellerin, Director Public Health and EMP in Miramichi area. Ms. Pellerin, Chair of the First Nations Liaison Committee, gave an overview of the committee's work. She spoke to the successful partnerships created between the First Nations Communities and various programs in Horizon. The First Nation's Liaison Committee has been lacking representation from the Board of Directors. Therefore a motion was put forth nominating Shelley Francis.

**MOTION:**

**It was moved by M. Schryer, seconded by C. Reimer that;**

**SHELLEY FRANCIS BE NOMINATED AS A MEMBER OF THE FIRST NATIONS LIASON COMMITTEE.**

**MOTION CARRIED.**

**3. Presentation: Smoking Cessation Ottawa Model**

Kelly Hurley, Manager Smoking Cessation was welcomed to the meeting. She provided an overview of the smoking cessation project which is based on the Ottawa model. Ms. Hurley explained smoking is the leading preventable cause of disease and death in Canada. Horizon has been a leader in motivating smoking cessation in the population its serve providing this service to most of the facilities, programs and community health centres within the organization.

**4. Consent Agenda**

**MOTION:**

**IT WAS MOVED BY M. SCHRYER, SECONDED BY S. FRANCIS THAT;  
THE CONSENT AGENDA OF THE BOARD OF DIRECTORS MEETING FOR THURSDAY  
OCTOBER 26, 2017 BE APPROVED AS CIRCULATED. MOTION CARRIED.**

**5. Business arising from the minutes**

Nil.

**6. Balanced Scorecard**

Andrea Seymour, Chief Operating Officer and VP of Corporate Resources provided an overview of the Balanced Scorecard results for June 2017.

**7. Official Languages update**

Margaret Melanson, VP of Patient and Family Centred Care provided an update of Official Languages activities which highlighted the strategies for the Active Offer, Every Day program. As well the report outlined Horizon commitment to provide services in both official languages.

**MOTION:**

**IT WAS MOVED BY C. REIMER, SECONDED BY C. CARNAHAN THAT THE REPORT ON  
OFFICIAL LANGUAGES BE RECEIVED AND FILED AS PRESENTED. MOTION CARRIED.**

**8. Patient Safety and Quality Improvement Committee**

Report of the Patient Safety and Quality Improvement Committee were received in the meeting package.

**MOTION:**

**IT WAS MOVED BY L. FORESTELL, SECONDED BY S. FRANCIS THE REPORT OF THE  
PATIENT SAFETY AND QUALITY IMPROVEMENT COMMITTEE BE RECEIVED AND  
FILED. MOTION CARRIED.**

**8.1 Patient and Family Centred Care**

Ms. Melanson, VP of Patient and Family Centred Care provided highlights of the work being carried out by this portfolio. She added that Horizon recognizes the value of Patient Experience Advisors on Committees which allows for patient input.

**8.2 Food Philosophy**

Andrea Seymour, Chief Operating Officer, VP of Corporate Services provided a presentation on a Horizon Patient Food Quality Initiative. Ms. Seymour explained a new partnership is formed to oversee the development of a Patient Food Quality Implementation Plan. The establishment of a food quality steering committee will set forth the guiding principles and vision to establish the direction and priorities for improved patient food satisfaction and experience.

## **9. Governance, Nominating and Planning Committee**

**MOTION:**

**IT WAS MOVED BY A. VENIOT, SECONDED BY C. CARNAHAN THAT THE GOVERNANCE, NOMINATING AND PLANNING COMMITTEE REPORT BE RECEIVED AND FILED AS PRESENTED.**

**MOTION CARRIED.**

### **9.1 Community Needs Assessments**

Jean Daigle, VP of Community explained over the summer months the Department of Health has engaged the RHA in a dialogue to prepare for the next series of Community Health Needs Assessments (CHNA). Horizon has received permanent funding to support the on-going maintenance of CHNA for a five year cycle. A listing of the proposed order of CHNA was provided to the Board of Directors.

Mr. Daigle also informed the Board of Horizon's intent to earmark funds within Horizon's budget to allow for further community investments to action recommendations from the various CNHA. This investment plan would be presented to the Board as part of the formal process for approval.

**MOTION:**

**IT WAS MOVED BY D. MCCARTHY, SECONDED BY M. SCHRYER THAT THE UPDATE ON THE COMMUNITY NEEDS ASSESSMENTS BE RECEIVED AND FILED. MOTION CARRIED.**

### **9.2 Master Plan Projects and Facility Updates**

Andrea Seymour, COO provided detailed updates on the current status of projects within our facilities, programs and major hospitals. Ms. Seymour reported all projects are tracking to schedule.

**MOTION:**

**IT WAS MOVED BY J. MITTON-MCLEAN, SECONDED BY J. CORMIER THAT REPORT OF THE MASTER PLAN PROJECTES AND FACILITIES UPDATE BE RECEIVED AND FILED. MOTION CARRIED.**

## **10. Finance, Audit and Resource Committee**

**MOTION:**

**IT WAS MOVED BY D. BAKER, SECONDED BY C. CARNAHAN THAT THE REPORT OF THE FINANCE, AUDIT AND RESOURCE COMMITTEE BE RECEIVED AND FILED.**

**MOTION CARRIED.**

### **10.1 Financial Results – July 2017 YTD**

Dan Keenan, Chief Financial Officer reported Horizon Health Network is reflecting a slight surplus of \$588,000 as of July 2017. The financial overview provided as part of the financial results package provides a commentary on the changes from last year and the comparison to the budget plan.

**MOTION:**

**IT WAS MOVED BY S. FRANCIS, SECONDED BY J. MITTON-MCLEAN THAT THE REPORT ON THE FINANCIAL RESULTS AND FINANCIAL STATEMENTS BE RECEIVED AND FILED. MOTION CARRIED.**

**10.2 Budget Process and Timelines**

Andrea Seymour, Chief Operating Officer, VP Corporate provided to the Board of Directors an overview of the budget process and timelines for this upcoming fiscal year. It is anticipated that a Board approved Health and Business Plan will be delivered to the Department of Health by the end of April for approval by the Minister.

**MOTION:**

**IT WAS MOVED BY C. REIMER, SECONDED BY P. GALLANT THAT THE REPORT OUTLINING THE BUDGET PROCESS AND TIMELINES BE RECEIVED AND FILED. MOTION CARRIED.**

**11. Items removed from the consent agenda**

None.

**12. Other business**

None.

**13. Questions from the Public**

Ms. Edith Robb, Moderator was welcomed to the meeting.

The following questions were received:

1. Robert McKay; Mr. McKay is a mental health advocate and wishes to be addressed as Super Secret Side Kick for Mental Health Recovery.  
Mr. McKay has requested to address the Board in the public session in January.
2. Ms. Monica McNally related her family's negative experiences with the Dr. Everett Chalmers Regional Hospital over the last few years.
3. Mr. Robin Andrews had questions relating to governance and what governance means to the Board of Horizon Health Network:

*The Chair responded by providing Mr. Andrews with an apology for not answering this question at the previous Board meeting and by also providing Mr. Andrews with a definition of what governance means to the Board.*

Mr. Andrews proceeded with a second question on quality work life indicators and how the results could be improved.

*A response was given to Mr. Andrews’s inquiry and it was explained that the data is collected and measured and many factors affect the results. There are many changes taking place within the organization that will positively impact the worklife of our staff.*

**14. Adjournment**

With there being no further business the meeting was adjourned at 3:41 pm on a motion by C. Carnahan, seconded by D. McCarthy. Motion Carried.

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Grace Losier, Chair

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Karen McGrath, Corporate Secretary