

Regional Health Authority B

Minutes of Meeting

Board of Directors

Minutes of a meeting of the Board of Directors of Regional Health Authority B, held on Thursday, November 27, 2008, beginning at 6:00 p.m. in Morrissy Hall, Park Inn and Suites, Miramichi.

Present: John Laidlaw (Chair), Rod Borden, Karen Branscombe, Richard Breault, Leo Burns, Natasha Campbell, Cathy Carnahan, Harry Doyle, Bryana Ganong, Mavis Hurley, Jean-Eudes Levesque, Jim Lutes, Barbara Quigley, Wayne Roach, Roxanne Sappier, Donald Peters, Dr. Tom Barry, Kristen Pinsent-Close, Jeff Carter, Michael Chisholm, Dr. Peter Feero, Gary Foley, Dr. Edouard Hendriks, Janet Hogan, Fonda Kazi, Nancy Roberts, Vicki Squires, Norma MaGee (Recording)

Regrets: Bruce McCubbin, Geri Geldart, Nancy Savage

1. Call to order and introductory remarks

The Chair called the meeting to order at approximately 6:00 p.m. and extended a welcome to those attending the meeting.

2. Approval of agenda

Approved as circulated with consensus.

3. Minutes of the last meeting

MOTION:

MOVED BY MS. CARNAHAN, SECONDED BY MS. HURLEY

THAT THE MINUTES OF THE OCTOBER 23, 2008 MEETING OF THE BOARD OF DIRECTORS BE APPROVED AS CIRCULATED.

MOTION CARRIED.

4. Regional Health Authority B update

Mr. Peters provided highlights of his previously-circulated report which contained information about ongoing topics of discussion in RHA B. These included preparation for a province-wide nurses' strike, attending meetings to discuss the establishment of a provincial trauma network, Provincial Heart Program, communications, budgeting for fiscal 2009/2010, Community Projects: Carleton, Port Elgin; Provincial Auxiliary Association; and Foundations.

5. Reports

5.1 Governance and Nominating Committee: Chair, Barbara Quigley, reported from the committee's two meetings. Discussions included a review of the draft terms of reference for the committee; a review of a draft policy for board meetings; as well as a review of the accreditation standards for governance.

Bylaw sub committees: As noted at the last meeting of the Board of Directors, sub committees will be established to review the Interim Bylaws of Regional Health Authority B. It was agreed that Nancy Roberts would chair the review group for the 'administrative section' and Dr. Edouard Hendriks would chair the review group for the 'medical section' of the Bylaws. It is hoped this review can be carried out over the winter months, with a revised document ready to present to the Board prior to the annual meeting in June 2009. Regular reports will be provided to the Governance and Nominating Committee.

MOTION:

MOVED BY MS. QUIGLEY, SECONDED BY MS. CARNAHAN

THAT THE BOARD OF DIRECTORS APPOINT NANCY ROBERTS TO CHAIR THE BYLAWS ADMINISTRATIVE REVIEW GROUP.

MOTION CARRIED.

MOTION:

MOVED BY MS. QUIGLEY, SECONDED BY MS. BRANSCOMBE

THAT THE BOARD OF DIRECTORS APPOINT DR. EDOUARD HENDRIKS TO CHAIR THE BYLAWS MEDICAL REVIEW GROUP.

MOTION CARRIED.

5.2 Human Resources Committee: Chair, Jean-Eudes Levesque, reported from the first meeting of the Human Resources Committee held on November 13, at which time the committee reviewed a number of documents, including a draft terms of reference which will be revised and presented to the January meeting. He said the committee was made aware of the huge human resource challenges which face the health care system today, including the recruitment and retention of employees. Data needed for accurate reporting of the absenteeism and turnover rates of staff is

difficult to access because there is no formal human resources information system for the provincial health care system.

Also reviewed was the document, "Within Our Grasp: A Healthy Workplace Action Strategy for Success and Sustainability in Canada's Healthcare System". This document, dealing with quality of work life in the health care system, was produced by a collaborative group from 10 national organizations, including the Canadian Council on Health Services Accreditation (now Accreditation Canada), and the Canadian Healthcare Association – working together to make health workplaces healthier. The Charter is the catalyst that drives the Healthy Workplace Action Strategy.

5.3 Finance and Audit Committee: Chair, Harry Doyle, reported from the first meeting of the Finance and Audit Committee held on November 19, 2008, at which time the committee reviewed a draft Terms of Reference. A general financial overview on RHA B and the Finance Department of the new organization was provided. It is expected that regular operations will remain within its projections to the Department of Health for the current fiscal year ending on March 31, 2009. The current world-wide fiscal crisis may impact its investment portfolio at year end. The Committee has added the review of the investment policy to its work plan.

The Committee reviewed the need to appoint auditors for the new organization.

MOTION:

MOVED BY MR. DOYLE, SECONDED BY MR. BURNS

THAT KPMG BE REAPPOINTED AS AUDITORS OF FREDERICTON ZONE, MIRAMICHI ZONE, AND THE MONCTON ZONE; AND THAT DELOITTE & TOUCHE BE REAPPOINTED AS AUDITORS OF THE SAINT JOHN ZONE.

MOTION CARRIED.

An overview of the 2009-2010 Expenditure Budget process currently underway was also provided. It is expected that the Expenditure Plan will be available for the Board in the last quarter of this fiscal year.

5.4 Health Planning and Delivery Committee: Chair, Mavis Hurley, reported that the Health Planning and Delivery Committee met on November 27, and were provided with an overview of the services provided in RHA B. Also received was a brief overview of the acute care, primary/community care, and quality/risk/patient safety.

The Committee reviewed and discussed a proposed terms of reference.

MOTION:

MOVED BY MS. HURLEY, SECONDED BY MS. QUIGLEY

THAT THE TERMS OF REFERENCE OF THE HEALTH PLANNING AND DELIVERY COMMITTEE BE APPROVED AS PRESENTED.

MOTION CARRIED.

5.5 Medical Advisory Committee: MAC Chair, Dr. Tom Barry, reported from the first meeting of the Medical Advisory Committee held on November 6. Reports were received at the meeting from local medical advisory committees and local chiefs of staff.

Dr. Barry explained that credentials for new and locum physicians since inception of RHA B will be done at the January 2009 meeting and full credentialing of medical staff will be done in June 2009.

6. Other business

Nil

7. Public participation

7.1 Larry Dedham, Burnt Church First Nation: Mr. Dedham provided an observation of care received in the Emergency Department of the Miramichi Regional Hospital. He also requested a copy of the document "Within Our Grasp".

7.2 Guy Arnold, Lower Newcastle: Mr. Arnold requested a copy of the governance standards from Accreditation Canada, as noted in the Governance and Nominating Committee report.

8. Date of next meeting

The next meeting of the Board of Directors will be held on Thursday, January 29, 2009 in Saint John, location to be advised.

9. Adjournment

There being no further business, the meeting was adjourned at approximately 6:50 p.m.

MOTION:

MOVED BY MS, HURLEY, SECONDED BY MR. DOYLE

**THAT THE MEETING OF THE BOARD OF DIRECTORS BE
ADJOURNED.**

MOTION CARRIED.