

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 Wednesday, January 28, 2009, beginning at 6:00 p.m. in Governor's Ballroom C, Delta Brunswick, Saint John.

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

Regrets: Richard Breault, Roxanne Sappier

The Chair called the meeting to order at approximately 6:09 p.m. He extended a welcome to Margaret Melanson, Executive Director, Saint John Regional Hospital.

MOTION:

MOVED BY MR. DOYLE, SECONDED BY MR. BORDEN

THAT THE BOARD OF DIRECTORS APPROVE THE AGENDA FOR THE MEETING AS CIRCULATED.

MOTION CARRIED.

1. Minutes of the last meeting

MOTION:

MOVED BY MR. DOYLE, SECONDED BY MS. CARNAHAN

THAT THE MINUTES OF THE NOVEMBER 27, 2008 MEETING OF THE BOARD OF DIRECTORS BE APPROVED AS AMENDED.

MOTION CARRIED.

2. Report from Chief Executive Officer

Mr. Peters provided highlights of his previously-circulated report which contained information from all Vice Presidents on their portfolios, and the successes and challenges in the first four months of operation. Quarterly status reports will be provided to the board.

3. Correspondence

The following correspondence was circulated for information but not discussed.

3 (a) Donald Ferguson, Deputy Minister of Health: This letter was in reference to the current status of the Cardiac Surgery Program at the New Brunswick Heart Centre.

3 (b) Hon. V. Boudreau, Minister of Finance: This correspondence included a copy of the Minister's letter, and the Chair's response to the letter, requesting the Board of Directors cancel the executive bonus programs in place for this year.

3 (c) Anglophone Medical School: A letters was received from the Deputy Minister of Health, providing details of the Anglophone Medical Education Program and the assurance that the required renovations for the anatomy laboratory will be ready to accommodate the students in September 2010. Also circulated were copies of letters from the Minister of Post-Secondary Education, Training and Labour advising that funding has been secured for the infrastructure requirements of the Dalhousie University Medical Education Program in New Brunswick.

4. Committee Reports

Board of Directors' Committees

4 (a) Governance and Nominating Committee: Chair, Barbara Quigley, reported from the committee's January 14 meeting. Discussion included the Terms of Reference for the committee, which was presented to the Board for approval.

MOTION:

MOVED BY MS. QUIGLEY, SECONDED BY MR. LUTES

THAT THE BOARD OF DIRECTORS APPROVE THE TERMS OF REFERENCE FOR THE GOVERNANCE AND NOMINATING COMMITTEE AS PRESENTED.

MOTION CARRIED.

Board meeting policy: Ms. Quigley explained that a draft policy addressing public participation at board meetings was reviewed by the Committee for recommendation to the board. The policy establishes the approach the board will take in opening its meetings to the public, and complies with the requirements of the Regional Health Authorities Act. An accompanying document on public consultation was also reviewed and approved by the committee.

MOTION:

MOVED BY MS. QUIGLEY, SECONDED BY DR. CAMPBELL

THAT THE BOARD OF DIRECTORS APPROVE THE “BOARD MEETING PUBLIC PARTICIPATION POLICY” AS PRESENTED.

MOTION CARRIED.

Ms. Quigley also reported that sub committees have been established to review the Interim Bylaws of Regional Health Authority B, and a report will be made to an upcoming committee meeting on suggested changes to the bylaws.

4 (b) Finance and Audit Committee: Chair, Harry Doyle, reported from the Finance and Audit Committee’s January meeting, at which time the committee received presentations on the audit plans from KPMG and capital infrastructure inventory from Janice O’Neill. Financial information was presented showing the organization within its projections to the Department of Health for the fiscal year.

The committee approved a revised terms of reference, which outlined responsibilities as per the interim bylaws of the organization, for recommendation to the board.

MOTION:

MOVED BY MR. DOYLE, SECONDED BY MS. CARNAHAN

THAT THE BOARD OF DIRECTORS APPROVE THE TERMS OF REFERENCE FOR THE FINANCE AND AUDIT COMMITTEE AS PRESENTED.

MOTION CARRIED.

4 (c) Human Resources Committee: Jean-Eudes Levesque, Chair, provided highlights from the January 15 meeting of the Human Resources Committee. He explained that the committee reviewed a revised terms of reference which were approved for recommendation to the Board. The purpose of the committee included in the terms of reference is to “provide guidance, advice, support, assistance and information to the Board of Directors to support a healthy workplace action strategy for success and sustainability in Canada’s health care system.

MOTION:

MOVED BY M. LEVESQUE, SECONDED BY MS. HURLEY

THAT THE BOARD OF DIRECTORS APPROVE THE TERMS OF REFERENCE FOR THE HUMAN RESOURCES COMMITTEE.

MOTION CARRIED.

At the meeting the committee also received information on the physician recruitment process and new graduate recruitment program for the organization.

4 (d) Health Planning and Delivery: Chair Mavis Hurley reported that at the January 21 meeting of the Health Planning and Delivery Committee, there were three presentations made -- Hospital Standardized Mortality Ratio; alternate level of care patients and their impact on the acute care beds in hospitals; as well as the provincial surgery access initiative. The members discussed indicators that will be reported and the schedule for reporting these indicators to the committee.

MOTION:

MOVED BY MS. HURLEY, SECONDED BY MR. BORDEN

**THAT THE BOARD OF DIRECTORS APPROVE THE REPORT OF
THE HEALTH PLANNING AND DELIVERY COMMITTEE.**

MOTION CARRIED.

Board of Directors' Advisory Committees

4 (e) Medical Advisory Committee: Dr. Barry reported that the MAC had met in January and dealt with a number of local issues. The Committee is reviewing a standardized form for medical staff to use in their application for privileges in RHA B which will be used throughout the Region. Such application will provide an opportunity for all physicians to move between zones.

4 (f) Professional Advisory Committee: Ms. Pinsent-Close reported that the Professional Advisory Committee has held two meetings since the last board meeting and discussed how agendas for the new committee would be developed. The committee also discussed annual credentialing for allied health professionals, and the framework used in the Saint John zone was shared.

The Committee also approved a terms of reference for recommendation to the board. The goals of the committee are to provide informed professional advice, recommendations and information for the Board's consideration from a multi-disciplinary perspective, as outlined in the Regional Health Authorities Act.

MOTION:

MOVED BY MR. BURNS, SECONDED BY MS. QUIGLEY

**THAT THE BOARD OF DIRECTORS APPROVE THE TERMS OF
REFERENCE FOR THE PROFESSIONAL ADVISORY COMMITTEE AS
PRESENTED.**

MOTION CARRIED.

5. For information

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

- 5 (a) Information on the Dalhousie University Medical Education Program for New Brunswick
- 5 (b) A votre santé – the regular newsletter from the Société Santé et Mieux-être en français du Nouveau-Brunswick.
- 5 (c) “Group Connections” – The newsletter of the New Brunswick Healthcare Auxiliaries

6. Other business

6.1 Medical Director, Zone 3 Fredericton: Dr. Hendriks announced the appointment of Dr. Tom Peters as the medical director for Zone 3 Fredericton, replacing Dr. Bill Cook.

6.2 Transfer of patients by ambulance: Ms. Quigley relayed information regarding a patient from Moncton who was transferred to the Heart Centre in Saint John for a procedure and was told that he would have to find his own return transportation. She wondered if there are arrangements that can be made for such patients, and asked for a follow up on the matter for the next meeting.

Ms. Quigley also related a situation where an individual with cancer was told by their insurance carrier that they would not be covered for their medications unless it was approved by the province. Details will be sought on the matter.

7. Questions from the public

Nil

8. Adjournment

There being no further business, the meeting was adjourned at approximately 6:45 p.m.

MOTION:

**MOVED BY MS. CARNAHAN, SECONDED BY MS. QUIGLEY
THAT THE MEETING OF THE BOARD OF DIRECTORS BE
ADJOURNED.**

MOTION CARRIED.