

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, March 26, 2009, beginning at 6:00 p.m. in the Cafeteria, Upper River Valley Hospital, Waterville.

Present: John Laidlaw (Chair), Rod Borden, Karen Branscombe, Richard Breault, Leo Burns, Natasha Campbell, Cathy Carnahan, Harry Doyle, Lise Drisdelle-Cormier, Bryana Ganong, Mavis Hurley, Jean-Eudes Levesque, Barbara Quigley, Wayne Roach, Roxanne Sappier, Donald Peters, Dr. Tom Barry, Kristen Pinsent-Close, Jeff Carter, Michael Chisholm, Geri Geldart, Gary Foley, Janet Hogan, Nancy Roberts, Nancy Savage, , Norma MaGee (Recording)

Regrets: Jim Lutes, Bruce McCubbin, Dr. Edouard Hendriks, Fonda Kazi, Vicki Squires

The Chair called the meeting to order at approximately 6:00 p.m., and welcomed Dean Cummings, Executive Director of the Upper River Valley Hospital to the meeting. He extended appreciation for the hospitality shown to the board members during the meetings held at the hospital.

1. Minutes of last meeting

MOTION:

MOVED BY MS. CARNAHAN, SECONDED BY MR. BORDEN

THAT THE MINUTES OF THE FEBRUARY 26, 2009 MEETING BE APPROVED AS CIRCULATED.

MOTION CARRIED.

2. Presentation: Addictions and Mental Health Services in RHA B

The board welcomed Sue Haley-La Joie and Paul Cartwright, Directors of Addictions and Mental Health Services in Zone 2 and 3 respectively. The presentation focused on the various services provided by addiction services across the Region, as well as provided information on methadone maintenance programs provided.

The presenters spoke to the cooperation across the zones in providing addiction services to those who need it the most; if a service is not accessible in the zone in which a person lives, then if they are able to go elsewhere, the service is made available at another location.

3. Report from Chief Executive Officer

Mr. Peters provided highlights of activities throughout Regional Health Authority B for the past month. Board members were provided with information on “High Reliability Organizations” from the Canadian Patient Safety Institute.

Nancy Roberts explained that high reliability organizations (HROs) are complex organizations that are engaged in high-hazard, risk critical activities that continually face the unexpected, yet manage to accomplish their goals and focus on quality, while maintaining an ultra-safe environment (i.e. having fewer than their fair share of accidents). A goal of RHA B is to be recognized as an HRO.

Mr. Peters announced that Upper River Valley Hospital has been designated as the first full service hospital in Canada to be recognized as a leader in energy and environmental design. The hospital received a silver designation award from the Canada Green Building Council’s Leadership in Energy and Environmental Design (LEED) for New Construction.

Dean Cummings, Executive Director for Upper River Valley Hospital, provided information to the Board on the LEED program and the benefits of being designated as a LEED facility.

4. Update on Auxiliaries

A report was provided by Janet Hogan, Vice President Communications and Community Relations, regarding Auxiliaries, Alumnae, and Volunteers in the region. A listing of the upcoming volunteer recognitions was included, and board members were asked to contact Ms. Hogan if they were interested in attending any of these events.

5. Committee Reports

Board of Directors’ committees:

(a) Governance and Nominating: Ms. Quigley, Chair, reported that the Governance and Nominating Committee received indepth information regarding the establishment of a Research Ethics Board (REB) for the organization, at its March 6 meeting. She explained that Dr. Tim Christie, Director of Ethics Services, provided background information on the role and responsibilities of the REB, following which the committee agreed to recommend three policies to the Board.

MOTION:

MOVED BY M. LEVESQUE, SECONDED BY MS. HURLEY

THAT THE BOARD OF DIRECTORS APPROVE POLICIES REGARDING THE

- GOVERNANCE OF THE RESEARCH ETHICS BOARD**
- COMPOSITION OF THE RESEARCH ETHICS BOARD**
- OPERATIONS OF THE RESEARCH ETHICS BOARD**

MOTION CARRIED.

Education sessions: The committee also reviewed a schedule for upcoming education sessions for the board members, along with discussing the planning session for the board and senior staff on April 23 and 24.

(b) Finance and Audit Committee: Mr. Doyle reported that the Finance and Audit Committee of the Board of Directors met on March 11, and reviewed financial information for December 31, 2008. The organization remains within its projections to the Department of Health for the fiscal year. Financial officials continue work on a draft expenditure plan for fiscal 2009-10 for RHA B.

Signing authority: Mr. Doyle explained that the committee reviewed existing signing authority for RHA B and proposed revisions to the signing authority effective April 1, 2009. It was felt that the beginning of a new fiscal year is the appropriate time to standardize the signing authority across all zones, as well as assisting with the transition to Facilicorp NB which will commence formal operations on April 1. RHA B will need to provide clear signing authorities to support materials management practices and processes.

MOTION:

MOVED BY MR. DOYLE, SECONDED BY MR. ROACH

THAT THE BOARD OF DIRECTORS APPROVE THE SIGNING AUTHORITY AS CIRCULATED.

MOTION CARRIED.

(c) Human Resources: M. Levesque reported that the Human Resources Committee met on March 12, and had lengthy discussion on the Healthy Health Care Leadership Charter. M. Levesque explained that the Charter provides all health leaders a tangible and compelling way to demonstrate their commitment to actively create positive change in the health workplace. The Charter also acts as a mechanism for leaders to further demonstrate their commitment to act by identifying which specific areas they have prioritized for action.

Part of the committee's mandate, outlined in its 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 Healthcare System". Committee members agreed that the Charter should be presented to the Board for approval at the April meeting, and provided a briefing document as a means of introducing the topic to the board.

Human Resources: Ms. Squires circulated information to the board members regarding current vacancies in the organization. There were approximately 700 vacancies in the system at the end of February 2009.

Ms. Geldart spoke to the difficulty in staffing the critical care areas in some of the major hospitals, and explained that the organization has taken a three-pronged approach to the shortage of critical care nurses at the Saint John Regional Hospital, with a plan in place which will include local and international recruitment efforts.

(d) Health Planning and Delivery: Ms. Sappier reported from the March meeting of the Health Planning and Delivery Committee on Ms. Hurley's behalf.

She explained that information was provided to the committee on the nine First Nations communities within Regional Health Authority B. A number of partnerships existed with the former health authorities and the First Nations, and many RHAs had active liaison committees prior to the restructuring last year.

MOTION:

MOVED BY MS. SAPIER, SECONDED BY MS. HURLEY

THAT THE BOARD OF DIRECTORS APPROVE THE ESTABLISHMENT OF A FIRST NATIONS LIAISON COMMITTEE FOR RHA B TO CONTINUE TWO-WAY COMMUNICATIONS, AND TO FOSTER AND ENHANCE PARTNERSHIPS.

MOTION CARRIED.

The Committee also had presentations on the Canadian Patient Safety Institute and the Safer Healthcare Now initiatives, as well as an overview of the RHA B Nephrology Program.

Board Advisory Committees:

(e) Medical Advisory Committee report: Dr. Barry reported that recruitment of human resources continues to be a problem for RHA B, both with physicians and other

professionals. The credentialing process is ongoing and the process for reappointments to medical staff is being streamlined.

6. For information

(a) Corporate summary: Circulated with the agenda materials was a copy of a 'corporate summary' – an overview of current activities in Regional Health Authority B.

7. Other business

Nil

8. Questions from the public

Nil

9. Adjournment

There being no further business, the meeting was adjourned at approximately 7:30 p.m. on motion by Mr. Borden, seconded by Ms. Carnahan and carried.

John D. Laidlaw, Chair

Donald J. Peters, Secretary