

Regional Health Authority B Horizon Health Network

Minutes of Meeting

Board of Directors

Minutes of a meeting of the Board of Directors of Regional Health Authority B, held on Thursday, April 7, 2011, beginning at 6:00 p.m. at the Delta Brunswick in Saint John.

Present: Rod Borden, Karen Branscombe, Richard Breault, Leo Burns, Natasha Campbell, Cathy Carnahan, Harry Doyle, Lise Drisdelle-Cormier, Madeleine Drummie, Larry Hachey, Mavis Hurley, Jean-Eudes Levesque, Donna Mazerolle, Barbara Quigley, Wayne Roach, Roxanne Sappier, Donald J. Peters, Dr. Tom Barry, Jeff Carter, Michael Chisholm, Jean Daigle, Gary Foley, Geri Geldart, Dr. Edouard Hendriks, Janet Hogan, Dr. John McCann, Dr. James O'Brien, Nancy Roberts, Nancy Savage, Vicki Squires, Norma MaGee (Recording)

Regrets: W. David Ferguson, Kristen Pinsent-Close

In the absence of the Board Chair, the Vice-Chair, Mavis Hurley, called the meeting to order at approximately 6:05 p.m. She welcomed the visitors to the meeting.

1. Minutes of Board of Directors' meeting of February 24, 2011

MOTION:

MOVED BY MR. BORDEN, SECONDED BY MS. DRUMMIE

THAT THE MINUTES OF THE FEBRUARY 24, 2011 MEETING OF THE BOARD OF DIRECTORS BE APPROVED AS CIRCULATED.

MOTION CARRIED.

2. Volunteer Services in Horizon Health Network

(copy of presentation appended to minute book at corporate office for future reference)

Ms. Hogan introduced Elizabeth Cormier, Regional Director of Volunteers, Auxiliaries and Alumnae Relations, who provided an overview of the services provided by the Department. She explained that the purpose of the department is to recruit, select and train appropriate, skilled volunteers for requesting departments and provide the most satisfactory experience for the volunteer. The department also supports the activities of the Auxiliaries and

Alumnae within Horizon. Ms. Cormier explained that there are 1,865 active volunteers throughout Horizon, 13 active hospital auxiliaries, and six nursing alumnae.

3. Public Health Information campaigns

(copy of presentation appended to minute book at corporate office for future reference)

Mr. Daigle introduced Faye Skaarup, Public Health Director for the Fredericton area, who provided an overview of three Public Health campaigns underway in the province. She said that Public Health programs in each of the Regional Health Authorities have been working with the Department of Health since January 2011 on three major campaigns: Pertussis (Whooping Cough), Chlamydia, and Syphilis. She said that there has been an increase in the number of reported cases of sexually transmitted diseases and awareness campaigns have been increased, with a current focus on Chlamydia and Syphilis.

4. Committee reports

Board of Directors' Committees

(a) Governance and Nominating Committee: Ms. Quigley provided highlights from the recent Governance and Nominating Committee meeting. The committee reviewed the report from the roadmap working group, led by Madeleine Drummie, which was tasked with reviewing the areas of deficiency identified in the Sustainable Governance work plan, created from the responses to Accreditation Canada's on-line survey of board members in January 2010. There were eight red flags, indicating areas where substantial improvement is required and the team is required to submit evidence of action taken for each of the red flag items.

The working group provided an action plan which outlined recommendations for the outstanding items. Two of the outstanding items were dealt with by the committee at this time – the need for a self-evaluation tool and orientation manual for new board members.

Ms. Quigley explained that it was suggested that once endorsed by the Board, the self-evaluation form be circulated to all 17 voting board members for anonymous completion, with the results tabulated and reported to the Board through the Governance and Nominating Committee before the annual meeting. Actions identified could then be acted on during the summer to allow for suggestions for improvements to be put in place for the fall.

MOTION:

MOVED BY M. LEVESQUE, SECONDED BY MR. ROACH

THAT THE BOARD OF DIRECTORS ENDORSE THE BOARD OF DIRECTORS SELF-EVALUATION FORM AS PRESENTED.

MOTION CARRIED.

Another flag discussed was “contributions of individual members are reviewed regularly”, and the Governance and Nominating Committee agreed that a process should be established to capture community activities in which board members participate, either on behalf of Horizon or other organizations. A form will be developed for completion by members.

Orientation manual for new board members: the working group also suggested the development of a formal manual to use for orienting new board members to Horizon Health Network. It is hoped that a manual can be developed to provide to new members following the 2011 annual meeting.

(b) Finance and Audit: Harry Doyle reported that at the end of January 2011, Horizon was in a better financial position than predicted. The organization recorded a small surplus of approximately \$1.0 million year to date. This surplus is a slight improvement over the break-even position for the same period in the prior fiscal year. The surplus is a significant improvement over the expected deficit for the period of \$13.1 million. Mr. Doyle expressed appreciation to the CEO and staff for the great work done at Horizon.

(c) Health Planning and Delivery: Ms. Sappier provided highlights from the committee's recent meeting, at which time there was a presentation on the Public Health campaigns and an update on the First Nations Liaison Committee. Ms. Sappier noted that the committee also reviewed the “NB Clinical Acuity Model Targets” report for January 2011 and reviewed a copy of a recent newspaper article which spoke to Horizon's recommendations for improving services to the ALC patients. The article reported that the Minister has said that financial restrictions have forced her to shelve a list of recommendations received from Horizon. No official response has been received from Minister Dubé.

(d) Human Resources: Highlights from the recent meeting of the Human Resources Committee included information on new nursing graduate recruitment, at which time Horizon's key messages continue to be that there are nursing vacancies within the region.

Dr. Hendriks provided information on the residents that have been received in the Dalhousie Residency positions in New Brunswick; information was provided on a workforce census underway at Horizon Health Network, and the committee was updated on the union engagement sessions with the Minister of Finance:

The first meeting of the Francophone Liaison Committee was held on January 31, 2011, with the Commissioner of Official Languages for New Brunswick providing opening remarks to the committee.

The Organizational Development Key Performance Indicators to the end of September 2010 were presented, and M. Levesque noted that a new indicator has been added since the last report, which shows average unpaid hours of sick leave.

Board of Directors' Advisory Committees

(e) Regional Medical Advisory: Dr. Barry reported from the Regional Medical Advisory Committee's recent meeting explaining that work continues on the revisions to the medical staff section of the bylaws, in conjunction with Vitalité Health Network.

Dr. Barry also acknowledged the presence of Dr. Brian Wheelock, Local Chief of Staff in Saint John and a member of the Regional Medical Advisory Committee, in attendance, along with Margaret Melanson, Executive Director Saint John Regional Hospital, and Florence Flower, Director of Official Languages.

5. For information

(a) Corporate summary: an overview of current activities in Horizon Health Network was provided.

6. Other business

Board members were advised that a farewell reception is being planned for May for the former board chair, John Laidlaw.

M. Levesque asked about the number of Nurse Practitioners in Horizon, and if this profession has been maximized in the overall delivery of care in Horizon. Ms. Geldart responded that there are 52 NPs working in our facilities or associated facilities, with more to graduate in the next 12 months from the University of New Brunswick and Université de Moncton programs. These positions are funded directly through the Government of New Brunswick and they maintain the follow up as to where the positions are working.

7. Questions from the Public

Nil

8. Adjournment

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