

Board Meeting

Chair:	Dr. Charles Jago	Recorder:	Desa Chipman
Board:	<ul style="list-style-type: none">• Sharon Hartwell• Gary Townsend• Carol Leclerc• Ben Sander		<ul style="list-style-type: none">• Edward Stanford• Rosemary Landry• Maurice Squires• Louise Burgart
Regrets	<ul style="list-style-type: none">• Gaurav Parmar		
Executive:	<ul style="list-style-type: none">• Cathy Ulrich• Michael Leisinger• Fraser Bell• Mark De Croos		<ul style="list-style-type: none">• Jane Lindstrom• Dr. Ronald Chapman• Penny Anguish• Steve Raper

Public Minutes

1. Call to Order Public Session

Chairman Jago called the meeting to order at 1:17pm.

2. Opening Remarks

C Jago welcomed the public to the board meeting and acknowledged that it was a pleasure to be visiting Kitimat.

3. Conflict of Interest Declaration

Chairman Jago asked if any Director present had a conflict of interest they wish to declare regarding any business before the Northern Health Board at this meeting.

- There were no conflict of interest declarations made related to the April 13, 2014 Board Only agenda.

4. Approval of Agenda

Moved by S Hartwell seconded by R Landry

The Northern Health Board approves the April 14, 2014 public agenda as presented.

5. Approval of Board Minutes

Moved by G Townsend seconded by M Squires

The Northern Health Board approves the February 17, 2014 public minutes as presented

6. Business arising from previous minutes

There was no business to bring forward from the previous minutes.

7. CEO Report

C Ulrich provided an overview of the CEO report and highlighted the following:

- Quality Forum 2014: This is an annual conference that is organized by the BC Patient Safety and Quality Council. A Board and Executive Quality Forum was held on the first day of the conference and featured Robert Francis, QC, the chair of the Mid Staffordshire National Health Services Foundation Trust Public Inquiry. Several Northern Health staff attended the Quality Forum not only as participants but as presenters.
- Northern Health's Spring Leadership Forum was held in Prince George in March and brought together managers from across Northern Health. The theme was "Integrated Health Services: Moving Forward". Details from the conference were provided for information.
- Moving Forward: Building Culturally Safe Organizations. This conference was held on March 24-26, 2014 in Vancouver and was organized by the Provincial Health Services Authority. A team from Northern Health had the opportunity to present and engage in discussion on "Building Cultural Safety at all levels in Northern Health".
- Chairman Jago and Cathy Ulrich had the opportunity to attend the Kordyban Lodge - 1st Anniversary Celebration on March 27, 2014.
- Information on the Capital Projects that have been completed or are underway in the northwest was highlighted as follows:
 - The Kitimat Hospital and Health Centre celebrated the completion of the Emergency Department renovation project on Tuesday, March 18, 2014.
 - Queen Charlotte/Haida Gwaii Hospital and Health Centre replacement are proceeding on schedule
 - Mills Memorial electrical upgrade - planning complete with work beginning mid-April
 - Mills Memorial visiting specialist clinic - planning in progress
 - Mills Memorial concept planning - nearing completion
 - Atlin Health Centre concept planning - complete
- The Foundations and Hospital auxiliaries in the Kitimat and Terrace area have enabled Northern Health to improve the quality of the services we provide through several donations, including:
 - Kitimat Hospital Foundation provided \$10,000 towards equipment for the emergency department and has committed \$43,000 funding for a portable ultrasound system.
 - Max Lange Fund has committed \$90,000 towards additional monitoring equipment for the Kitimat General Hospital emergency department.
 - Kitimat Hospital Auxiliary has funded ceiling lifts for resident rooms in Mountain View Lodge plus an additional two lifts for acute care patient rooms.
 - Over the last three years the REM Lee Foundation in Terrace has provided \$57,000, \$83,000 and \$135,000 for a variety of equipment, including an ultrasound machine.
- Emergency preparedness and business continuity has had focused attention over this past year across the northwest. A list of planned activities was included in the report.
- Recently Northern Health managers and staff were saddened to learn that MaryAnne Arcand had passed away in Prince George, BC. Dr. David Bowering, past Chief Medical Health Officer provided the following comments in memory of MaryAnne.

MaryAnne was a true friend of Northern Health and a strong advocate for working in partnership and in community to build a healthier North. She was a key activator of at least two of our longest lasting and most successful collaboration: Health Eating and Active Living and RoadHealth.

It is safe to say that RoadHealth would not have happened without her vision and commitment and that it would have been a shadow of what it was without her enormous energy and passion to save lives...At one point in the RoadHealth project, MaryAnne oversaw the production of a video documentary showing the profound effect of road crashes on the people involved and their families.

In it she talks about her sister who died in a crash as a teenager. Her humanity and the strength of her commitment to preventing more unnecessary road deaths shines through the tears in her eyes as she talks about the life her sister missed. The video was called IMPACT. No one has had more of an impact than MaryAnne. She will be greatly missed by those of us who had the good fortune to work with her and to be her friends.

Thank you, MaryAnne, for your amazing legacy. None of us will ever forget you. We send our deepest condolences to the family. We truly share your loss, both as a health authority, and as citizens of Northern BC.

7.1. Human Resources Report

Jane Lindstrom, VP Human Resources provided an overview of the Human Resources Report as follows:

- Workplace Health & Safety initiatives
 - The Provincial Violence Prevention Committee was formed in 2006 and will be incorporated into an expanded committee with a mandate that includes all program aspects of occupational health and safety. Northern Health is increasing the availability and frequency of Violence Prevention Education as part of an increased attention on violence prevention and improving the management of this risk.
 - Implementation of the Employee Absence Reporting Line (EARL) continues and by the end of March 2014, 51% of Northern Health Employees will be using the Employee Absence Reporting Line to report all unplanned absences.
- Recruitment
 - Difficult-to-fill (DTF) vacancy numbers continue to decrease as two more of these vacancies have been filled since the last board report - the number of DTF has dropped from 47 to 45.
- Leadership Development
 - The second cohort of Core LINX based in Prince George graduated in February of this year with the Terrace based cohort due to graduate in May.
 - Planning for the next Experience LINX cohort due to begin in September 2014.
- Policy Development
 - The Healthy Workplace Policy development project is now nearing its conclusion with the integration of WorkSafe BC regulations, the clarification of definitions, and the streamlining of processes.
 - The Employee Service Recognition Policy is being reviewed to ensure clarity and consistency.

8. Audit and Finance Committee

8.1. Period 11 Public Financial Statement

M De Croos provided an overview of the Period 11 Financial Statements as follows:

- Year to date Period 11, revenues exceeded expenses by \$5,697,000.
- Revenues are favourable to budget by \$6.4 million or 1.0%. Expenses are unfavourable to budget by \$0.7 million or 0.1%.
- Better than expected patient revenues are contributing to the favourable variance in revenues. The unfavourable variance in expenses is due to higher than expected patient activity in Acute and Residential Care.
- At this time, Northern Health is forecasting to be in a balanced position at yearend. The yearend forecast may be impacted by the actuarial valuation of Northern Health's accrued long term disability obligation. The actuarial report will not be available until late March or early April.

Moved by B Sander seconded by C Leclerc
The Northern Health Board approves Northern Health's Period 11 financial statement, as presented.

8.2. Major Capital Projects Summary

- M De Croos provided an overview of the major capital projects summary dashboard for period 11 and provided additional explanation and details for projects that are experiencing delays.

9. Performance Planning and Priorities Committee

9.1. Communications Plan Progress Report

S Raper provided the Board with an update on the current status of the communications and actions related to the Strategic Communications Plan as follows:

- The new structure for communications completed its first year. The shared planning between Population/Public health and communications with respect to health promotions has proven successful with a number of creative campaigns and joint planning on initiatives.
- Media relations continue to be a proactive endeavor to achieve a two to one rate of positive stories to negative across the region.
- The area of significant development has been internal communications. With the emphasis and work in quality and integrated health services, as well as the rebuild of the employee intranet 'OurNH', the growth in demand for communications support has been significant.
- The communications department continues to focus on developing Northern Health's digital web presence. The pressure to stay current and relevant on the web while managing the fast paced innovations that is the nature of that work is challenging.
- Chairman Jago commended the Communications Department for the work that they are doing.

10. 'Kick it up' Kitimat Presentation

Darlene Schmid, RN, Public Health Nurse, Northern Health and Shaun O'Neill, Deputy Director Leisure Services, District of Kitimat joined the Board meeting to present on 'Kick it up' Kitimat which is a community driven program created for the purpose of educating, encouraging, facilitating, and supporting the residents of Kitimat as they move towards a more active lifestyle.

The goal is to build on the strength of the community and involve a network of health and wellness conscious professionals and community members to work together for the health and wellness of Kitimat.

Chairman Jago thanked the guests for the presentation and presented them with a small token of appreciation.

11. Governance and Management Relations Committee

11.1. Policy Manual BRD 100 Series

- C Leclerc presented the BRD 100 Services for approval which have been reviewed and edited at the GMR Committee level.

Moved by C Leclerc seconded by S Hartwell
The Northern Health Board approves the revised BRD 100 Series

- 11.2. Code of Conduct / Conflict of Interest signing (BRD 210)
 - Board Policy BRD 210 Code of Conduct and Conflict of Interest Guidelines stipulate that each Director shall annually sign a declaration that they have read and considered the policy and agree to conduct themselves in accordance with the policy.
 - The Director Declaration Forms were handed out to each Director for their completion and signature. An update will be provided at the June 2014 to confirm that all Directors have completed and returned the forms.
- 11.3. Integrated Ethics Framework Update
 - The Board was provided an update on the Accreditation Canada standards dealing with ethics and were provided an overview of the Integrated Ethics Framework for Northern Health.
 - The upcoming Accreditation Canada Survey is occurring the week of June 1 to 6, 2014 and will include a focus on Governance which is considered a high priority process.
 - Discussion took place around producing the Integrated Ethics Framework information in both hard copy and electronically for board members and Northern Health staff.
- 11.4. Regulatory Framework - Legislative Compliance
 - 11.4.1. Human Rights Code
 - The Human Rights Code was provided to update the Board on the legislative compliance review process.
 - The review suggests that Northern Health staff members are aware of and understand the Code and have policy guidance with respect to interpretations and application of the Code. They also have access to support through Human Resources and Risk Management when situations arise.
 - Certificates of compliance have been signed by the Chief Operating Officers and the VP of Human Resources. The Code and this Legislative Compliance Review were reviewed by the Executive Team.

Public Presentation Session:

1) BC Association of Community Response Networks

Presenters:

- Sherry Baker, BC CRN Executive Director
- Heather Archer, BC CRN Team Leader
- Belinda Lacombe, North West Regional Mentor
- The BCCRN promotes safe communities, through the development of community response networks (CRNs) where individuals, not for profit, private and public sector organizations participate in activities to prevent abuse, neglect, and self-neglect of adults. We also support communities to build and maintain effective responses to adults who are experiencing or at risk of experiencing abuse, neglect, or self-neglect.
- CRNs also facilitate prevention and education activities with local stakeholders and liaise with the BC CRN to assist in identifying common themes, barriers, and issues which require work at the regional, provincial and sometimes national level.
- The presentation provided to the Board focused on issues of adult abuse and neglect and the roles of our respective organizations in effectively and collaboratively building the safety net for citizens of northern BC.

2) Kitimat Health Advocacy Group

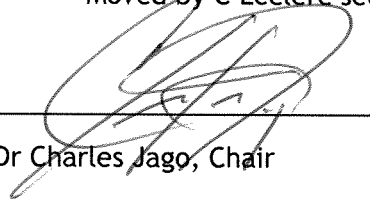
Rob Goffinet, Director - Chairperson, Kitimat Health Advocacy Group (KHAG) presented to the Board with the following key points:

- Acknowledge and give its continued support to the efforts of Northern Health to consult, dialogue, and react to the singular stressors health care in Kitimat is presently experiencing.
- Re-commit to doing whatever it can with the resources given it by the District of Kitimat, to help Northern Health mitigate such stressors.
- Highlight ways support can be provided to Northern Health in the future with recruitment and retention issues.
- Can see there is mental health & addictions recruitment taking place right now and hope to encourage augmentation.

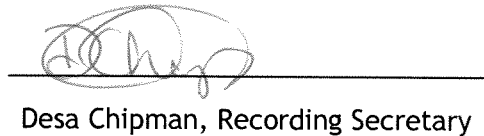
Chairman Jago thanked the guests for their presentations and expressed appreciation for the information that was shared.

The public session was adjourned at 3:45

Moved by C Leclerc seconded by S Hartwell



Dr Charles Jago, Chair



Desa Chipman, Recording Secretary