northern health

Board Meeting

Date: April 20, 2015
Location: British Columbia Room
Prince Rupert, BC

Chair: Dr. Charles Jago

Recorder: Desa Chipman

Board:
- Sharon Hartwell
- Gary Townsend
- Ben Sander
- Maurice Squires
- Edward Stanford
- Rosemary Landry
- Gaurav Parmar

Regrets:
- Stephanie Killam

Executive:
- Cathy Ulrich
- Fraser Bell
- Kirsten Thomson
- Kelly Gunn
- Mark De Croos
- David Williams
- Dr. Ronald Chapman
- Penny Anguish
- Dr. Sandra Allison
- Steve Raper

Public Minutes

1. **Call to Order Public Session**
   The Open Board session was called to order at 1:25pm

2. **Opening Remarks**
   Chairman Jago expressed pleasure in being back in Prince Rupert and thanked members of the public for attending.

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 20, 2015 public agenda.

4. **Approval of Agenda**
   Moved by S Hartwell seconded by G Parmar
   The Northern Health Board approves the April 20, 2015 public agenda as presented

5. **Approval of Board Minutes**
   Moved by R Landry seconded by G Parmar
   The Northern Health Board approves the February 16, 2015 public minutes as presented

6. **Business Arising from Previous Minutes**
   There was no business arising from the previous minutes.

7. CEO Report

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

- The Canada Winter Games recently hosted in Prince George were a success for the North. The Games were supported by an incredible group of volunteers from Prince George and across the north which included many Northern Health staff and physicians.
- Northern Health completed an accreditation process in 2014 and received accredited status. As part of this process, Northern Health submitted the "STOP HIV AIDS" initiative as a Leading Practice for innovative approaches to quality improvement in health care which met all required criteria and was accepted as a Leading Practice.
- David Williams was introduced as the newly appointed Vice President, Human Resources with Northern Health.
- Updates on the capital projects in the North West were highlighted for information.
  - The Village of Queen Charlotte/Haida Gwaii General Hospital Replacement project is well underway and anticipated completion is in early 2016.
  - The visiting specialist Clinic at Mills Memorial Hospital has recently been completed at a cost of $820,000.
  - The CT Suite upgrade at the Prince Rupert Regional Hospital has been completed and the CT has been relocated back into the CT Suite. This was a $1M project.

7.1. Human Resources Report

D Williams provided an overview of the Human Resources Report and highlighted the following;

- The Strategies to support Violence Prevention continues to be a focus at both the Health Authority and the Provincial Level.
- WorkSafeBC Short Term duration (STD) continues to decrease in Northern Health and Northern Health experiences the lowest rates of STD when compared to all BC Health Authorities.
- As of March 4th the number of external vacancies has dropped slightly (8%), reducing the number of vacancies from 122 to 112.
- The number of excluded vacancies has trended upwards over the past four months, which includes 14 Nurse Practitioner vacancies. In an effort to solicit advice and input for designing recruitment strategies specific to attracting Nurse Practitioners, recruitment connected with the existing Nurse Practitioner cohort. A number of innovative ideas were identified which recruitment staff will explore further for potential implementation.

8. Audit and Finance Committee

8.1. Period 11 Public Financial Statements

- M De Croos provided an overview of the year-to-date Period 11, and advised that revenues exceeded expenses by $5,209,000.
- Revenues are favourable to budget by $2.9 million or 0.5%. Expenses are favourable to budget by $2.2 million or 0.4%.
- Better than expected patient revenues and Medical Services Plan revenues are contributing to the favourable variance in revenues. The favourable variance in expenses is due to vacant positions in Community Care, Mental Health, and Population Health and Wellness. Acute Care is experiencing an unfavourable variance to budget due to higher than usual patient activity.
- At this time, Northern Health is forecasting a balanced position at yearend.

Moved by B Sander seconded by G Townsend
The Northern Health Board approves the Period 11 financial statement, as presented

8.2. Period 11 Major Capital Projects

- An overview was provided of the Northern Health Project Summary report for the fiscal period 11 ending January 29, 2015. Additional information was provided to explain projects that are identified as delayed.

9. Performance Planning and Priorities Committee

9.1. Programs - Critical Care

- An update and overview was provide on the Critical Care Program which provided information on the 3 program goals which are:
  1. All patients presenting to Northern Health Emergency Departments will have a complete set of vitals done to improve rates of early detection of sepsis symptoms to improve patient outcomes.
  2. Northern Health physicians and staff will have access to standardized critical care education with a focus on emergency department and trauma education.
  3. All patient transfers from emergency departments will be executed with complete Transfer of Care Documentation.
- Information was also provided about the BC Emergency Health Services' Project which is underway to develop a standardized process for the repatriation of patients to NH facilities and to review the 2010 Life, Limb, and Threatened Organ policies. The intent is to review the five existing policies and amalgamate them into one regional policy.
- The BC Patient Transfer Network (PTN) replaced BC Bedline to improve coordination for inter-facility transfers and support better communication between sending/receiving sites to ensure patients throughout B.C. receive appropriate care at the appropriate facility in a more timely and efficient way. The Critical Care program is collaborating with UNBC professor Dr Waqar Haque to produce a dynamic dashboard that can facilitate the repatriation of a patient to a site closer to home.
  - The Ministry of Health has agreed to provide funding to allow development of this tool for use by all Health Authorities. The Northern Health Critical Care Program is leading this provincial project.

9.2. Communications Strategy & Policies

- An overview of the Communications Strategy was provided with additional information being provided on the four significant categories of work, which are:
  - Media Relations and issues management
  - Health Promotions which includes the social media and web interface with the public
  - Internal Communications and change management support
  - External Relations which includes HEMBC, Foundations, government relations and industry relations.
- Four awards have been recently presented to the Communications portfolio which are:
  - From Canadian Public Relations Society
    - Community Relations Campaign of the Year (silver)
    - Canadian Marketing Communications Campaign of the Year (bronze)
    - Canadian Advocacy and Social Marketing Campaign of the Year (bronze)
  - From the International Association of Business Communicators
    - Communications Management, Social Media Programs (award of merit)
- One of the highlights from the Canada Winter Games was introducing the Northern Health mascot "Spirit" who was available and interactive throughout many venues during the games celebrations and events.

10. PRISM Clinic Presentation

Angenita Gerbracht, Manager Rehabilitation Services joined the meeting to present on PRISM, Prince Rupert Interprofessional Student-led Clinic:

- The PRISM Clinic is a partnership with Northern Health and the UBC Department of Physical Therapy and aligns with:
  - The Northern Health Strategic Plan through utilizing a model which will increase access to services which are integral to positive health outcomes and quality of life for community members.
  - The strategic commitment of the UBC Faculty of Medicine, Department of Physical Therapy to be responsive to current and emerging health issues through a focus on the needs of rural communities, primary health care and inter-professional education and collaborative practice.
- The mission of the Clinic is to provide patient/family-centered rehabilitation services using an innovative primary health care approach and model of clinical education for health care professional students.

11. Governance and Management Relations Committee

11.1. Policy Manual BRD 100 Series

- The revised BRD 100 policies were presented to the Board for discussion and approval.

Moved by S Hartwell seconded by R Landry
The Northern Health Board approves the revised BRD 100 series

11.2. Code of Conduct / Conflict of Interest Signing (BRD 210)

- The declaration forms were circulated to the Board members who are to sign and return to management to place on file.

11.3. Policy BRD 260 Corporate Conduct

- The revised BRD 260 Corporate Conduct policy was circulated to the Board for discussion and approval.

Moved by R Landry seconded by G Parmar
The Northern Health Board approves revised BRD 260 policy.

11.4. Board Development & Education Session Topics 2015

- The revised 2015 Board Development and Education plan was presented for review and discussion of the proposed changes which include adding a second workshop on the Strategic Planning process at the June 2015 Board meeting and moving the Role of Governance in Quality Session to December 2015.
- Medication Management would be moved to occur in the 2016 education plan.

Moved by R Landry seconded by G Parmar
The Northern Health Board approves the revised Board Development & Education Session Topics for 2015.

11.5. Regulatory Framework - Legislative Compliance

11.5.1. Workers Compensation Act

- An update on the Legislative Compliance Process was provided for information with the current review focusing on The Workers Compensation Act.

- The Act and this Legislative Compliance Review were reviewed by the Executive Team from a governance-level viewpoint.
- NH is compliant with respect to awareness of obligations and implementation of policy to address the Act and applicable Regulations at a Senior Leadership Level.
- Senior Leadership acknowledges that there is ongoing work to support the full implementation of policy, the Act, and the Regulations throughout all levels of the organization.
- This Act imposes no obligations or compliance issues on Northern Health.

Moved by G Townsend
The public session was adjourned at 2:51pm

Dr Charles Jago, Chair

Desa Chipman, Recording Secretary