

# Meeting of the Northern Health Authority Board of Directors Public Session

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Burns Lake, British Columbia

Monday, June 15, 2015

1:15pm - 3:00pm

College of New Caledonia - Room 007

(545 Highway 16 West)



**northern health**

*the northern way of caring*

# Board Meeting

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Chair: Dr. Charles Jago Recorder: Desa Chipman

Board:

- Sharon Hartwell
- Gary Townsend
- Ben Sander
- Maurice Squires
- Edward Stanford
- Rosemary Landry
- Gaurav Parmar
- Stephanie Killam

Executive:

- Cathy Ulrich
- Kelly Gunn
- Mark De Croos
- Michael McMillan
- Dr. Sandra Allison
- Steve Raper
- Dr. Jaco Fourie

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## Public Minutes

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### 1. Call to Order Public Session

The Open Board session was called to order at 1:19pm.

### 2. Opening Remarks

Chairman Jago expressed pleasure at being back in Burns Lake and shared that the Board members are looking forward to touring the new hospital.

### 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.

- Ben Sander expressed a conflict of Interest to item 10.3.
- There were no other conflict of interest declarations made related to the June 15, 2015 Public agenda.

### 4. Approval of Agenda

Moved by S Hartwell seconded by S Killam

The Northern Health Board approves the June 15, 2015 public agenda as presented.

### 5. Approval of Board Minutes

Moved by M Squires seconded by E Stanford

The Northern Health Board approves the April 20, 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:

- On May 25, 2015 Chairman Jago received an honorary Doctorate of Law degree and provided the convocation speech at the UNBC Graduation Ceremony.
- Northern Health was recognized by the Canadian Public Relations Society on June 2, 2015 with a 2015 Gold Award in the Best Special Events category for its preparation work for the 2015 Canada Winter Games. The award is part of the CPRS Awards of Excellence program that recognizes outstanding projects in public relations and communications.
- North Central Local Government Association
  - On May 6<sup>th</sup>, 2015, Dr Charles Jago and Cathy Ulrich attended the North Central Local Government Association conference where meetings were held with local government representatives from 16 different communities.
  - Northern Health had the opportunity to organize a panel discussion which focused on population health topics:
    - Impacts of natural resource development
    - Partnering for Healthier Communities
    - NH First Nations Health: Partnership between Northern Health and the First Nations Health Authority
- The grand opening of the Learning & Development Centre, located at UHNBC took place on Monday, June 8, 2015. This capital project is the final component of the infrastructure development to support the Northern Medical Program. The building includes meeting and educational rooms, patient simulation and library space. This new space will support Northern Health's partnership in education and research with post-secondary institutions including the University of Northern B.C., the UBC Faculty of Medicine, the College of New Caledonia and other partners in the region.

### 7.1. Human Resources Report

An overview of the Human Resources Report was presented with the following areas highlighted:

- A gap analysis of the Violence Prevention Program was recently completed and an action plan developed to address identified gaps and support a sustainable approach which includes identifying roles and responsibilities of all workplace parties.
- With the establishment of the Duty to Accommodate Team in 2013 Northern Health has been able to focus on improved collaboration, due diligence and standardization in working with the Human Resources Team and Operations Managers. This project has been announced as the winner of the 2015 BC Excellence in Healthcare Award of Merit in the category of Workplace Innovation.
- As of May 13<sup>th</sup>, there are 111 vacancies which represent a reduction in the vacancy rates to 2.10% from 2.31% in April 2015. Since December 2014, the new hires overall is trending upwards with 106 new hires reported in April 2015.
- Currently the difficult-to-fill professions include Nurse Practitioners (13) and Physiotherapists (4). As of May 26<sup>th</sup>, a Physiotherapist position has been filled in Dawson Creek. Strategies to recruit for this difficult-to-fill profession include attending the UBC Rehab Program Career event on June 1, 2015 and the Canadian Physiotherapy Association Conference on June 18<sup>th</sup>.
- Recruitment is actively working with Secondary Students and hosting "Grow Our Own" events where Recruitment staff facilitate interactive presentations to Grades 10, 11, and 12 Students showcasing 25 diverse health care careers. Northern Health Professionals are invited to each presentation and provide a first-hand account of their career paths including sharing how they become interested in their career, why they love their work and what keeps them engaged.

## 8. Audit and Finance Committee

### 8.1. Public Comments Fiscal Y/E 2014-15

- Northern Health ended fiscal year 2014-15 on March 31, 2015. The year-end financial statements are currently being audited by KPMG. Northern Health awaits the outcome of the audit, but is confident that it will end the year in a surplus position.

### 8.2. Major Capital Projects Summary (Period 13)

- M De Croos provided a high level overview of the Period 13 Major Capital Projects Summary Report and advised that the majority of the capital projects are on schedule. Details were provided on those projects that are behind schedule.

## 9. Performance Planning and Priorities Committee

### 9.1. Annual School Medical Health Officer Appointments

- The School Act requires the Northern Health Board of Directors to designate a School Medical Officer for each school district within its region.

Moved by S Hartwell seconded by S Killam

The Northern Health Board approves the appointment of Drs. Sandra Allison, Charl Badenhorst, and Raina Fumerton as School Medical Officers as per Section 89 of the *School Act* for the school districts within the geography of Northern Health.

### 9.2. Seniors' Advocate Report and Actions

- The Office of the Seniors Advocate released a paper 'Seniors' Housing: Affordable, Appropriate, Available' to the public at the end of May 2015. The Board is provided with an overview of the key recommendations of the report as they relate to the public consultation on seniors wellness and Northern Health's Seniors' Strategy. The Executive Summary of the Seniors' Advocate's report and recommendations are appended for information.
- The Seniors Advocate's recommendations are consistent with the views and perspectives gained from the 2013 Northern Health's public consultation Let's Talk about Healthy Aging and Seniors' Wellness and Northern Health Seniors Strategy.
- The details of the Seniors Advocate's Key Recommendations were included in the package for review, discussion and information.

## 10. Governance and Management Relations Committee

### 10.1. Northern Health Violence Strategy

- M McMillan provided a presentation on the Northern Health Violence Strategy.
- **The commitment from the executive team is as follows:**
  - Northern Health leaders are committed to a safe and healthy workplace for all NH staff and physicians. In NH our people are our most valuable asset. Our goal is to have each and every staff member and physician leave work in the same condition that they arrived - safe and healthy.
- **Violence Prevention Program 2015/16**
  - Action Plan Developed that outlines roles and responsibilities of:
    - Site/Frontline, Regional and Senior Leadership
    - Workplace Health and Safety Staff
    - Joint Occupational Health and Safety Committees
    - Professional Practice/Medical Affairs
    - All staff
    - Health Care Unions

- **Going Forward**

- Northern Health will establish a working group to foster a collaborative approach to develop and implement a Violence Prevention awareness campaign, in collaboration with external partners (e.g. unions, WSBC, RCMP, Protection Services, security contractors and BC Ambulance Service)

#### 10.2. Policy Manual BRD 200 Series

- The policy manual BRD 200 Series was provided to the Board with the suggested edits highlighted for approval.

Moved by R Landry seconded by M Squires

The Northern Health Board approves the revised BRD 200 series.

#### 10.3. Policy Manual BRD 315 External Auditor Independence

- Ben Sander departed the meeting due to a conflict of interest with this topic and abstained from voting.
- The policy manual BRD 315 External Auditor Independence policy was provided to the Board with the suggested changes highlighted for approval.

Moved by G Townsend seconded by S Hartwell

The Northern Health Board approves the revised BRD 315 policy.

#### 10.4. 2016 Board Meeting Calendar

- After discussion the Board agreed that the Board will meet in Quesnel in February and Fort St John in April. April dates could change to the 18<sup>th</sup> & 19<sup>th</sup>, management will confirm availability of all Board members before confirming the final dates.
- The Community of Mackenzie will be considered in 2017.

Moved by R Landry seconded by G Parmar

The Northern Health Board approves the proposed 2016 Board Calendar as revised.

#### 10.5. Community Consultation Strategy

- The next formal Board Community Consultation is expected to begin in the fall of 2016 however this will be confirmed following the October Board Planning Session.
- Management is seeking endorsement from the Board on the topic of Child Health as the recommendation for the next formal consultation.

Moved by R Landy seconded by M Squires

The Northern Health Board approves the recommendation that the 2016 Consultation focus on Child Health.

#### 10.6. Carbon Neutral Action Report

- Northern Health has submitted the 2014 Carbon Action Neutral Program Results and once again has been able to reap the rewards of previous years' work as Northern Health has further reduced natural gas consumption year over year. In addition electricity consumption was reduced in 2014 by more than 2% from the previous year, a slight increase over electrical consumption in 2009.
- The increase in electricity consumption since the baseline year of 2009 is attributed to a 15% increase in floor area including additional electrical load related to new

diagnostic/clinical equipment. These accomplishments resulted in an overall cost avoidance of \$3.9M over 4 years in energy consumption (electricity, natural gas and propane).

- The highlights by key actions taken to reduce greenhouse gas emissions over this past year was included in the report along with a description of future plans.

#### 10.7. Regulatory Framework - Legislative Compliance

10.7.1. Financial Administration Act

10.7.2. Financial Information Act

10.7.3. Public Sector Employers Act

- Management provided the Northern Health Board with an update on the legislative compliance review that occurred of the Financial Administration Act, the Financial Information Act and the Public Sector Employers Act. Northern Health is in compliance with all three Acts.

The public session was adjourned at 2:35pm



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Dr Charles Jago, Chair

*Desa Chipman*

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Desa Chipman, Recording Secretary