

# Board Meeting

**Chair:** Dr. Charles Jago

**Recorder:** Desa Chipman

**Board:**

- Sharon Hartwell
- Gary Townsend
- Ben Sander
- Maurice Squires

- Edward Stanford
- Rosemary Landry
- Gaurav Parmar
- Colleen Nyce
- Stephanie Killam

**Executive:**

- Cathy Ulrich
- Fraser Bell
- Kelly Gunn
- Mark De Croos
- Dr. Jaco Fourie

- David Williams
- Dr. Ronald Chapman
- Penny Anguish
- Dr. Sandra Allison
- Steve Raper

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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 9:15am.

### 2. Opening Remarks

Chairman Jago noted that the Board was delighted to be in Hazelton to hold the Open board meeting, to participate in the events to honor the 115 years of health service provided by the United Church of Canada and the United Church Health Services Society and to underline the commitment from Northern Health to carry on with the legacy that has been left by the United Church. Chairman Jago recognized Michael Hare and Margaret Watts-Hammond from the United Church Health Services Society Board who were in attendance to observe the meeting.

### 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 was no conflict of interest declarations made related to the June 20, 2016 Public agenda.

### 4. Approval of Agenda

Moved by R Landry seconded by S Hartwell

The Northern Health Board approves the June 20, 2016 public agenda as presented

### 5. Approval of Board Minutes

Moved by G Townsend seconded by M Squires

The Northern Health Board approves the April 18, 2016 public minutes as presented

## 6. Business Arising from Previous Minutes

There was not business arising from previous minutes.

## 7. CEO Report

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

- Dr. Appleton who has worked as the North West Medical Director for a number of years and has served in the Terrace medical community for over 40 years will be retiring at the end of June. Northern Health has appreciated his dedication and commitment to providing quality health care to those in the north.
- Aboriginal Health Improvement Committee Gathering
  - Northern Health established eight Aboriginal Health Improvement Committees across the north. These committees are led by the Health Services Administrator and bring together representatives from Northern Health management and staff, the First Nations Health Authority Community Engagement Coordinator, representatives from First Nations Communities in the catchment area, and representatives from Aboriginal Serving Organizations such as Friendship Centres.
- The transfer of Wrinch Memorial Hospital services from the United Church Health Services Society to Northern Health would not have been possible without the hard work of those who participated on the steering committee and working group. Northern Health Executive and Board are appreciated of the work the committee members did to ensure a smooth transition.
- North Central Local Government Association Convention – Dawson Creek, May 3-6, 2016
  - Chairman Jago and Cathy Ulrich attended the convention and met with representatives from twelve Regional Districts and municipalities across the North. These meetings are valuable opportunities to learn about the issues that are important to communities across the region.
  - On May 3, a Partnering for Healthy Communities pre-conference forum was held in Dawson Creek. This workshop was co-sponsored by Northern Health, BC Healthy Communities, and Plan H. The forum provided an opportunity to learn about building healthy communities and to share initiatives underway in northern communities.
- Quesnel Primary Clinic Opening
  - On May 2, the Quesnel Primary Care Clinic celebrated their official opening. Services will be provided by physicians, nurse practitioners and members of an interprofessional team of health providers in this Primary Care Clinic. This clinic space was made possible through collaboration with the City of Quesnel, the Cariboo Regional District, and the office of the MLA Coralee Oakes.
- The Haida Gwaii Hospital and Health Centre Replacement Project is progressing well. The hospital is scheduled to be complete in the fall of 2016. The majority of community, primary care, and acute care programs will be located on this site.

### 7.1. Human Resources Report

David Williams provided an overview of the Human Resources Report as follows:

- Disability management continues to focus on Long-Term Disability (LTD) claims activity, both provincially and at health authority level. In May, a provincial meeting occurred with seniors leaders from Great West Life (GWLO, Health Employer Association of BC, the Healthcare Benefit Trust (HBT), and representatives from the BC Health Authorities).
  - Over the next year and a half, a provincial committee with the Health Authorities represented will continue to meet with a focus on the expectations and outcomes outlined in the report.
- Health Human Resources Planning is occurring at a Provincial and Health Authority level. The Northern Health HR Planning and Design team is working with other departments, including Planning,

Quality, and Information Management, Finance, HR Operations, Recruitment and other operational leaders across Northern Health to project health human resource needs.

- Grow your own sessions were held on May 12 and May 19 at College Heights Secondary School in Prince George and at Caledonia Senior Secondary in Terrace. The Sessions included familiarizing students with a spectrum of health care roles. An informative handout called “Health Care Careers – What’s out there for me? – How do I start?” was mailed directly to the students’ homes following the session to assist parents in starting a conversation with their children about moving towards a health care career.

## **8. Audit and Finance Committee**

### **8.1. Public Comments Fiscal Y/E 2015-16**

- Northern Health ended fiscal year 2015-16 on March 31, 2016. The annual financial statements are currently being audited by KPMG.
- Upon conclusion of the audit, the audited financial statements will be presented to Northern Health’s Board of Directors for approval. Following approval the audited financial statements will be submitted to the Ministry of Health. Once Ministry approval is received, Northern Health’s 2015-16 audited financial statements will be posted on its website.

### **8.2. Capital Projects Report**

- The Northern Health Board approved the 2015-16 capital expenditure plan in February 2015, with minor amendments throughout the year.
- The final capital expenditures for 2015/16 totaled \$52.2M, with funding support from the Ministry of Health (\$25M, 49%), six Regional Hospital Districts (\$18.0M, 36%), Foundations and Auxiliaries, (\$3M, 6%) and Northern Health (\$6M, 12%).
- A summary of significant capital projects currently underway or completed in 2015-16 was outlined in the report.
- In addition to the major capital projects noted in the report, NH receives funding from the Ministry of Health, Regional Hospital Districts, Foundations, and Auxiliaries for minor equipment and projects (less than \$100,000). For 2015-16, Northern Health spent \$8M on such items.

## **9. Performance Planning and Priorities Committee**

### **9.1. Strategic Priority: Healthy People in Healthy Communities**

#### **9.1.1. Partnering for Healthy Communities**

- With the renewal of the Northern Health Strategic Plan...Looking to 2021, Northern Health has prioritized fostering health people in healthy communities. Northern Health is committed to partnering with communities to support people to live well and to prevent disease and injury.
- There are currently 22 formalized Partnering for Healthier Communities Committees through formalized partnership agreements between Northern Health and municipalities across Northern BC, resulting in 22 Healthy Living Strategic Plans. Due to differing dates of initiation, these communities are at various stages of readiness and action; some are mature in their evolution, others in early-growth stage, and a small number who are experiencing growing pains.
- The following actions are crucial to support ongoing Partnering for Healthier Communities processes:
  - Committee Refresh: Evaluating and data informed planning
  - Community Visioning: Designing and planning
  - Community Regrouping: Assessing and adjusting

- Strategic Outreach: Gaining new ground
- Understanding the landscape of unincorporated communities

## **10. Presentation – Healthy Communities Partnerships in Prince Rupert and Haida Gwaii**

Michael Melia, Health Service Administrator, Prince Rupert and Haida Gwaii provided a presentation on the successful work that has occurred as a result of the Healthy Communities Partnerships in Prince Rupert and Haida Gwaii.

## **11. Governance and Management Relations Committee**

### **11.1. Policy Manual BRD 200 Series**

- The revised policy manual BRD 200 Series were presented to the Board for their approval. The minor revisions and edits were highlighted to ensure the Board of Directors were aware of where changes occurred. In particular, the revisions made to Policy 240 - Facility and Fund Naming Policy were highlighted.

Moved by R Landry seconded by S Hartwell

The Northern Health Board approves the revised BRD 200 policy series as presented.

### **11.2. 2017 & 2018 Board Meeting Calendar**

- The proposed 2017 & 2018 Board meeting calendars were shared with the Board for review and discussion.
- Management will canvass the Board members on potential June dates before finalizing the calendars.

Moved by G Parmar seconded by M Squires

The Northern Health Board approves the Board Calendars for the years 2017 and 2018 as revised.

### **11.3. 2015 Carbon Neutral Report**

- The 2015 Carbon Action Neutral Program results were shared. There is continuing success with the energy conservation projects, as the Health Authority has further reduced natural gas consumption year over year.
- Electricity consumption has been held to 2009 levels despite additional electrical load related to new diagnostic/clinical equipment and increase in building space.
- These accomplishments have resulted in overall cost avoidance of \$6.9M over six years.
- The report highlights key actions taken to reduce greenhouse gas emissions over this past year and describes future plans.
- Northern Health is committed to sustainable actions and supporting a healthy environment for future populations of northern British Columbia.

### **11.4. Regulatory Framework – Legislative Compliance**

#### **11.4.1. Controlled Drug & Substance Act**

- An update was provided to the Board of Directors on the legislative compliance review process.
- The Controlled Drug & Substance Act is a Federal Act that regulates the procurement, distribution, and use of scheduled controlled drugs and substances. The Act primarily focuses on criminal offences related to controlled drugs and substances, and the role of police. Requirements for the legal use of controlled drugs and substances within health care are provided within several regulations to the Act.

- Northern Health has developed, or is in the process of developing or revising policy and procedure to address all of the requirements of these regulations. Recent audits have been completed respecting the secure storage of controlled drugs.

The Open session was adjourned at 10:45am  
Moved by S Hartwell



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Dr Charles Jago, Board Chair

*Desa Chipman*

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Desa Chipman, Recording Secretary