

Board Meeting

Chair:	Colleen Nyce	Recorder:	Desa Chipman
Board:	<ul style="list-style-type: none">• Stephanie Killam• Frank Everitt• Gaurav Parmar	<ul style="list-style-type: none">• Edward Stanford• Rosemary Landry• Ben Sander	
Regrets:	<ul style="list-style-type: none">• Brian Fehr	<ul style="list-style-type: none">• M Squires	
Executive:	<ul style="list-style-type: none">• Cathy Ulrich• Mark De Croos• Angela De Smit• David Williams• Kelly Gunn	<ul style="list-style-type: none">• Dr. Ronald Chapman• Dr. Sandra Allison• Steve Raper• Dr. Helene Smith• Terry Checkley	

Public Minutes

1. Call to Order Public Session

The Open Board session was called to order at 10:59am

2. Opening Remarks

Chair Nyce welcomed the members of public the Chetwynd Board meeting.

3. Conflict of Interest Declaration

Chair Nyce 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 June 12, 2018 Public agenda.

4. Approval of Agenda

Moved by S Killam seconded by G Parmar

The Northern Health Board approves the June 12, 2018 public agenda as presented

5. Approval of Previous Minutes: April 16, 2018

Moved by F Everitt seconded by R Landry

The Northern Health Board approves the April 16, 2018 minutes as presented.

6. Business Arising from Previous Minutes

There was no business arising from the previous minutes

7. CEO Report

An overview of the CEO report was provided with the following topics highlighted:

- The Rural Coordination Centre of BC presented several Northern Family Practice physicians with BC Rural Health Awards on May 12 at its BC Rural Health Conference in Nanaimo BC.
 - The Award of Excellence in Rural Medicine: Effective and Efficient Healthcare partnerships in Rural BC: CHANGE BC was presented to Drs. Jocelyn Black, Brenda Huff, Gregory Linton, Matthew Menard, Wouter Morkel, and Onuara Odoh who make up the Change BC team.
 - The Award of Excellence in Rural Medicine: Lifetime Achievement: Dr. Geoffrey Appleton.
- The Northern Healthy Communities forum “Healthy, Sustainable, and Thriving Communities: was held on May 8th in Fort Nelson BC as a pre-forum workshop for Northern Community Local Government Association Convention attendees. 50 people attended the community forum.
- Peter Martin was appointed as the Health Service Administrator for Chetwynd/Tumbler Ridge effective April 17, 2018. His presence in this role has brought more stability to the community of Chetwynd and an opportunity for enhanced collaboration with Tumbler Ridge.
- Both the Health Service Administrator and the Manager, Patient Care Services at the Fort Nelson hospital recently retired after many years of service. Northern Health wishes both Betty Asher and Christine Morey the very best for a healthy and fulfilling retirement. Leslie Bmdiar started as the Manager, Patient Services at the Fort Nelson Hospital on June 4th.
- Northern Health has worked with First Nations communities and local government representatives to undertake a community health planning process for the community of Chetwynd and area and the Regional Municipality of the Northern Rockies. Two Community Health Plan Steering Committees were established in Chetwynd and Fort Nelson to guide the development of a District of Chetwynd and Fort Nelson and Area Community Health Plan. The plan outlines ways to improve the health of people for the next two to four years. Implementation planning is now underway.
- The Northern Health Connections program is expanding passenger eligibility to include more people who might require assistance with travel related to health care needs and issues. The Connections service is now open to clients who meet any of the three new eligibility criteria outlined in the material.

7.1. Human Resources Report

An overview of the Human Resource report was provided for information. The following topics were highlighted:

- Over the past year, the HR Planning and Design team has been working on various initiatives to support NH’s enabling priority Our People; namely the provincial Integrated Health Human Resources Planning initiative and the NH Workforce plan, which focuses on understanding our workforce and planning for future needs within the context of a Northern population.
- The overall purpose of a Human Resource Strategy is to optimize, support and retain existing NH workforce. Such a strategy requires a comprehensive Health Human Resources and Strategy and a Healthy Workforce Plan, which combine to address the emerging workforce issues in health care sector and require continuous revision to achieve optimum use of the organizations most valuable asset – its people.
- To support and standardize workforce planning across the health authority, HR Planning and Design developed and is currently implementing an innovative Workforce Planning Toolkit. The Toolkit facilitates information sharing and identifies leading workforce planning strategies to address workforce challenges. The Workforce Planning Toolkit includes three main components:

- Workforce Profile Reports
- The Workforce Planning Wizard
- A Thought Partner
- The Workforce Planning Toolkit has been implemented in various communities and regional programs throughout NH.
- An overview of the posting summary for fiscal year 2017/18 was outlined in detail in the report which included information on difficult-to-fill vacancies by posting type for the organization.

8. Audit and Finance Committee

8.1. 2017-18 Year End Update

- An update on the status of the audit of Northern Health's 2017-18 financial statements, and government requirements regarding disclosure of the audited financial statements was provided.
- Northern Health ended fiscal year 2017-18 on March 31, 2018. The annual financial statements are currently being audited by PricewaterhouseCooper (PwC). 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 for its review and approval to release to the general public.
- Once Ministry approval is received, Northern Health's 2017-18 audited financial statements will be posted on its website.

8.2. Capital Expenditure Plan update

- The Northern Health Board received the 2017-18 capital expenditure plan in February 2017, and amendments in July and December 2017, and January 2018.
- The updated plan approves the total expenditures of \$29.4M, with funding support from the Ministry of Health (\$19M, 39%), Six Regional Hospital Districts (\$18M, 37%), Foundations, Auxiliaries and Other Entities (\$3.5M, 7%), and Northern Health (\$8.5M, 17%).
- The details related to \$28.9M expenditures in 2017/18 towards the execution of the plan was summarized in the material.
- Northern Health acknowledged the contributions made to Northern Health from the Regional Hospital Districts, Foundations and Auxiliaries for minor equipment and projects.

Moved by B Sander seconded by E Stanford

The Northern Health Board receives the 2017-18 Period 13 capital expenditure plan update, as presented.

9. Performance, Planning & Priorities Committee

9.1. Strategic Priority: Healthy People in Healthy Communities

9.1.1. Population & Preventive Health Report – Injury Prevention Strategic Rebooting and Recommendations.

- Dr. Jong Kim, Medical Health Officer for the North East presented on injury prevention in Northern Health and spoke to the following topics:
 - Investing in prevention provides an environment for positive change, saving lives, reducing disabilities and saving health care resources.
 - Key elements of the NH Regional Action Plan for Prevention Injuries will include:
 - Collection and dissemination of data and information related to injuries across the North.
 - Engage, collaborate and partner with key internal and community stakeholders

- Build efficiencies across programs to address identified injury prevention priorities.
- Moving forward:
 - Regional Action Plan for Prevention Injuries
 - Northern Road Health Coalition
 - Community Senior's Falls Prevention Coalition
- The Board members thank Dr. Kim for the presentation and look forward to hearing about the work that will unfold with the plans moving forward.

9.1.2. 10 Years of Community Granting Presenter Mandy Levesque

- Mandy Levesque, NI Lead for Healthy Settings, provided a presentation on the IMAGINE Community Grants Program. Community Granting is prevention in action, about improving the health of the population, caring for communities and is core to Northern Health's work in community settings.
- Some of the quality improvement processes have been:
 - Streamlined project focus areas and priorities align with Healthy Families BC Policy Framework
 - Improved support for applicants and communities, including review and support process for unsuccessful applicants.
 - New partnership / funders
 - Multiple cycles per year
 - Annual Communication strategy
 - Improved tracking, data collection and evaluation processes
 - Creation of a screening assessment tool to support health equity and screening process.
- Opportunities have been identified as increased partnership engagement and guaranteed financial commitment from other programs within Northern Health.
- The Board members were impressed by the various processes that have been implemented through the community granting processes and thank Mandy Levesque and her team for the work that has been undertaken.

9.2. Strategic Priority: Quality

9.2.1. Mental Health and Addictions

- An annual update was provided to the Board on the Mental Health and Substance Use (MHSU) program.
- The Mental Health and Substance Use Program is responsible to stimulate, steward, support and sustain quality improvement. Fulfillment of these functions involves planning and quality improvement processes/ initiatives.
- Planning and Setting standards in the following areas:
 - Mental Health and Substance Use Strategy
 - First Nations Health Authority (FNHA) MHA Mobile Support Teams;
 - Mental Health and Psychiatry Patient Transfers – NH Draft Policy;
 - Regional Detailed Implementation Plan Response to Provincial Overdose
 - Mental Health & Substance Use Business Owner Working Group
 - Accreditation
- Some elements of the Mental Health and Substance Use Strategy include:
 - A review of all Substance Use Services provided in communities, regionally and through a contracted service providers has been completed.
 - A Provincial Review focused on Child and Youth Substance use services is in progress with an emphasis on the highly specialized Tier 5 and 6 service levels.

- The Strategy development may inform enhanced priorities for the program for the coming year.

10. Presentation – Integration in Chetwynd

Jason Farquharson, Interprofessional Team Lead, joined the meeting to provide an overview of the Chetwynd Integrated Services Model. The work continues to progress with continued collaboration and community partnerships.

- The Board appreciated receiving the presentation and was impressed by the work that has been undertaken. It is encouraging to see the flexibility and adaptability of the team to work within the community.

11. Governance and Management Relations Committee

11.1. Policy Manual BRD 200 Series

- The revised policy manual BRD 200 Series was presented to the Board for review and approval.

Moved by G Parmar seconded by R Landry

The Northern Health Board of Directors approves the revised BRD 200 series

11.2. Emergency Preparedness: After Action Report 2017 Wildfires

- The Cariboo wildfires impacted Northern Health from July 7 through August 23, 2017. The largest impacts to NH were caused by the northward evacuation of Interior Health facilities and communities into the NH region. With the support of local partners, the City of Prince George and Emergency Support Services hosted a total of approximately 10,000 evacuees.
- In fall 2017, Northern Health Emergency Management conducted review activities, in which over 335 staff and physicians participated. These included a survey, departmental meeting, and open houses. Feedback was mostly positive.
- Recommendations will continue to be implemented from the report across our region and within our sites. This includes working with external partners on recommendations that overlap. The After Action Review tracker and the full report were both included in the material for information.

11.3. Northern Connections Update

- An overview of the recent changes to the NH Connections system was provided for information. NH Connections continues to be successful in bridging many of the health care transportation needs for northerners who are required to travel throughout the Northern Health region, or to larger centers in Kelowna and Vancouver, for medical services not available in their home communities.

11.4. Annual Report 2017-2018

- The annual report provides an annual summary that links Northern Health's work to the Strategic Plan and the objectives set forth in that plan. A progress update and recommendation for the 2017-2018 Annual Report was provided for information and discussion. The report will be completed and posted on the Northern Health website by August 31, 2018.

The meeting was adjourned 12:55pm
Moved by R Landry seconded by F Everitt

Colleen v Nyce

Colleen Nyce, Chair

Desa Chipman

Desa Chipman, Recording Secretary