

**Board Meeting**

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| <b>Chair:</b>     | Colleen Nyce   | <b>Recorder:</b>  | Desa Chipman |
| <b>Board:</b>     | <ul style="list-style-type: none"><li>• Stephanie Killam</li><li>• Frank Everitt</li><li>• John Kurjata</li><li>• Patricia Sterritt</li></ul>  | <ul style="list-style-type: none"><li>• Edward Stanford</li><li>• Rosemary Landry</li><li>• Wilfred Adam</li><li>• Brian Fehr</li></ul>   |              |
| <b>Executive:</b> | <ul style="list-style-type: none"><li>• Cathy Ulrich</li><li>• Fraser Bell</li><li>• Mark De Croos</li><li>• Ciro Panessa</li><li>• David Williams</li><li>• Dr. Margo Greenwood</li></ul> | <ul style="list-style-type: none"><li>• Dr. Ronald Chapman</li><li>• Dr. Sandra Allison</li><li>• Dr. Helene Smith</li><li>• Danielle Guglielmucci</li><li>• Eryn Collins</li></ul> |              |

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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**

Chair Nyce welcomed members of the public in attendance to observe the meeting and acknowledged the traditional territory of the Wet'suwet'en on which we are holding this 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 April 15, 2019 Public agenda.

**4. Approval of Agenda**

Moved by S Killam seconded by W Adam

The Northern Health Board approves the April 15, 2019 public agenda as presented

**5. Approval of Previous Minutes**

Moved by J Kurjata seconded by F Everitt

The Northern Health Board approves the February 11, 2019 minutes as presented

**6. Business arising from the previous minutes**

There was no business arising from the February 11, 2019 minutes.

## 7. CEO Report

- An overview of the April 2019 CEO Report was provided for information and discussion with the following topics being highlighted:
  - Mobile Mental Health and Substance Use Service in the North West: On March 21, 2019 Chair Nyce attended an event where the Honourable Judy Darcy, Minister of Mental Health and Addictions announced a new mobile Mental Health and Substance Use unit in the North West. The mobile service will initially be scheduled for outreach in Terrace and surrounding communities. Supports offered through the mobile service will be assessed over time and changes may be made to scheduling and services to reflect the unique needs of people living with mental health and addictions challenges in the Northwest.
  - Third Annual Dr. Charles Jago Awards – 2019 Winners: On April 3, 2019 the winners of the Dr. Charles Jago Awards were recognized at the April Northern Health Leadership Forum. The winners for 2019 are as follows:
    - Empathy: Jennifer Haas, Manager, Specialized Mental Health & Addictions Services (Terrace)
    - Respect: Theresa Healy, Lead Capacity Development & Education, Indigenous Health (retired), (Prince George)
    - Collaboration: Dr. Anthon Meyer, Family Physician and Medical Director, (Stuart Lake & Fort St James)
    - Innovation: Gene Saldana, Nuclear Medicine Technician (Fort St John)
  - Bulkley Valley District Hospital (BVDH) Master Planning Update: Northern Health is undertaking a Master Planning process for the Bulkley Valley District Hospital in Smithers. There have been two rounds of comprehensive user group meetings to gather the information and perspective required for the Master Plan and Master Program. The process is on schedule with a Fall 2019 expected completion date.
  - Cultural Safety & Humility: Northwest Indigenous Health Improvement Committee (IHIC) have hosted a series of well attended Cultural Learning Sessions, Mental Health Workshops and Welcome and Information Sharing Feasts in 2018 and 2019.
  - Terrace Physician Recruitment Update: As a result of collaborative efforts between the City of Terrace, North West Regional Hospital District, the Pacific Northwest Division of Family Practice and Northern Health, there has been a significant improvement in the number of general practice physicians in Terrace over the past year.

### 7.1. Human Resources Report

- An overview of the April Human Resources Report was provided for information and discussion with the following areas being highlighted:
- Workplace Health & Safety Structure:
  - Workplace Health and Safety is focused on supporting a safe and healthy workplace including:
    - Promoting disability support and services to frontline workers to encourage participation and facilitate program uptake as early as possible.
    - Developing additional tools and resources to support the organization in health promotion and early, proactive intervention, with a specific focus on the psychological health and wellness of workers.
    - Continuing partnerships with unions and insurers to reduce costs and claim duration, and to lower incidences of long-term disability.
- Health, Safety, and Prevention:
  - Northern Health staff are able to access the Provincial Violence Prevention Curriculum which is an education and training program for all BC Health Care workers. It is designed to reduce incidents related to violence in the workplace. Workplace Health & Safety continues to support the organization in sustaining the training.

- Northern Health continues to demonstrate a positive reporting culture for violent incidents with a favourable ratio of report-only incidents compared to incidents that do result in an injury and a WorkSafeBC claim.
- Influenza Prevention:
  - During the 2018-19 Influenza season, Workplace Health & Safety collaborated with the Infection Prevention and Control, Public Health and operational leadership to minimize the spread of influenza through immunization, prevention activities and surveillance. Northern Health has continued to see an increase in both reporting and immunization rates related to improvements made to the communications and education campaign.
  - Northern Health Recruitment Update:
    - To date in fiscal year 2018/19, Northern Health has posted 3666 positions, 72% have been filled by internal staff and 9% have been filled externally within 90 days. Some unfilled positions are currently in the competition phase. Positions that remain unfilled for more than 90 days become difficult-to-fill vacancies. In addition to the postings that are filled externally, 10% of approximately 3000 external postings go to difficult-to-fill vacancies.

## 8. Audit and Finance Committee

### 8.1. Public YTD Period 11 Comments & Financial Statement

- Year to date Period 11, Northern Health has a net operating deficit of \$5,258,000. Revenues are favourable to budget by \$7.2 million or 1.0% and expenses are unfavourable to budget by \$12.5 million or 1.7%.
- Budget coverage in Acute Care is primarily due to higher than expected patient volumes at a number of acute care facilities. The daily inpatient census has averaged 586.2 for the current year versus 548.4 for the same period last year; an increase in daily patient days of 37.8 or 6.9%.
- Budget surplus in Community Care and Corporate is primarily due to vacant positions.
- Northern Health continues to work towards a balanced position by yearend without compromising services to patients, residents and clients.

Moved by S Killam seconded by J Kurjata

The Northern Health Board receives the 2018-19 Period 11 financial update as presented.

### 8.2. Capital Projects Expenditure Plan update (Period 11)

- The Northern Health Board approved the 2018-19 capital expenditure plan in February 2018, and amendments in June and November 2018. The updated plan approves the total expenditures of \$50.3M, with funding support from the Ministry of Health (\$18.5M, 37%), six Regional Hospital Districts (\$16.4M, 33%), Foundations, Auxiliaries and other entities (\$4.6M, 9%), and Northern Health (\$10.7M, 21%).
- Year to date Period 11 (February 7, 2019), \$32M has been spent towards the execution of the plan as summarized in the material in the package.

Moved by J Kurjata seconded by E Stanford

The Northern Health Board receives the Period 11 update on the 2018-19 Capital Expenditure Plan.

## 9. Performance, Planning & Priorities Committee

### 9.1. Indigenous Health: Northern First Nations Wellness Plan and Joint Project Board initiatives

- The Indigenous Health team values innovation, relationships and the opportunity to realize these values and those of NH's strategic plan in its activities and processes. Innovative education initiatives along with ongoing partnerships with the First Nations Health Authority,

northern First Nations and Indigenous groups across the north anchor the work and ensure its relevance.

- The briefing note contained detailed information and highlights of ongoing and new initiatives currently underway on the following:
  - Implementation of the Northern First Nations Health and Wellness Plan
  - Joint Project Board Initiatives
  - Related Primary Care Initiatives
  - More Partnered Activities
  - Education – Cultural Safety
  - Resources and Website Development
  - Research and Evaluation

#### 9.2. Multi-Agency Quality Committee: BC Cervix Screening Program Quality Management Committee

- Under Section 51 of the Evidence Act, health authority boards are permitted to establish standing quality committees that include two or more health authorities, for the purposes of improving medical or hospital practice or care within those health authorities, providing there is a matter of common interest.
- The Provincial Health Services Authority (PHSA) is initiating the British Columbia Cervix Screening Program Quality Management Committee and is seeking Northern Health board endorsement for Northern Health participation in this committee.

Moved by S Killam seconded by R Landry

WHEREAS the Board of Directors of Northern Health (the “Board”) has established the Performance, Planning and Priorities Committee (3P) for the purpose of improving the quality of health care within Northern Health, and

THAT the 3P Committee may delegate specific quality review functions to sub-committees, therefore be it resolved:

THAT the Northern Health Board approves, through the 3P Committee, the establishment of the British Columbia Cervix Screening Program Quality Management Committee as a committee established or approved by the boards of management of two or more hospitals, that include health care professionals employed by or practicing in any of those hospitals and is for the purposes of improving medical or hospital practice or care in those hospitals, and is charged with the function of studying, investigating or evaluating the care provided in hospitals as a matter of common interest among those hospitals, and

THAT it is affirmed that Northern Health agrees to participate in these joint quality assurance activities with other health authorities, whereby the Committees or the Northern Health participant will direct reports and anonymized data relevant to quality issues identified therein to the 3P Committee of Northern Health.

#### 10. Presentation: Bulkley Lodge Integrated Adult Day Program

Northern Health employees Cormac Hikisch, Health Service Administrator, Liza Hart, Manager Residential Care NW East Cluster and Shelene MacNeil, Recreation Therapist presented to the Northern Health Board on the Smithers Integrated Adult Day Program.

- The program objective was to make quality respite care accessible every day for high risk seniors. The presentation included details and information on the following areas:
  - Rationale for integrating the Adult Day Program into Bulkley Lodge including key principles and strategies

- Outcomes were shared of clients being able to access a wider range of services and programming
- Work will continue with exploring community-based solutions to transportation barriers, facilitation of expanded community programming for seniors and exploring partnerships with existing community programs to enhance services offered through the Adult Day Program.
- Board members appreciated the information shared and recognized staff for their exceptional work and ongoing efforts in providing accessible services to all clients.

## 11. Governance and Management Relations Committee

### 11.1. Policy Manual BRD 100 Series

- The revised policy manual BRD 300 Series was presented to the Board for review and approval.

Moved by R Landry seconded by F Everitt

The Northern Health Board of Directors approves the revised BRD 100 series

### 11.2. Code of Conduct and Conflict of Interest Guidelines for Directors Signing (Policy BRD 210)

- The revised policy BRD 210 was presented to the Northern Health Board of Directors for review and approval.

Moved by S Killam seconded by F Everitt

The Northern Health Board of Directors approves revised BRD 210 Policy and agrees that each Director review and sign the declaration and forward to the Corporate Secretary for filing.

### 11.3. Overview of Research Partnerships

- An update was provided to the board on the key research activities. Northern Health supports research activity and the use of research findings for innovation and evidence-informed practice.
- Northern Health uses knowledge generated from research, evaluation and quality improvement to inform the quality and safety of services provided and as a vehicle for innovation in the region to provide exceptional health services for Northerners.
- The material included information on the 2018 Research Review Committee Annual Report and overview of research partnerships.

Meeting was adjourned at 11:00am

Moved by S Killam



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Colleen Nyce, Chair



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Desa Chipman, Recording Secretary