

Highlights CBHSSJB Board of Directors Meeting

Mont Tremblant

June 13-15 2017

OFFICE OF THE CHAIR

Office of the Chair – Information/Deposit Items

- 4.1 Update on the ED selection process
- 4.2 Update on the Strategic Regional Plan
- 4.3 Steering Committee Report
- 4.5 Communities Issues (Mistissini & Waswanipi)
- 5.1.1. Revisions to S-5
- 5.1.2 Update on NIHB
- 5.1.3 Bylaw for Research Committee
- 5.1.4 Medicine Bylaw
- 5.1.5 Bill 113 Customary Adoption
- 5.1.6 Bill 130 Amendments to Clinical organization and management of HSS institutions
- 5.3.3 Pharmacy issues
- 5.3.2 DEPOSITED – CPDP Annual Report

Improvement of Governance Model

- The Chairperson presented strategies for improving the efficiency of the Board meetings
- There is a new format for the Agenda, and presentations will be much shorter and will follow a template. Briefing sheets were abolished.
- Committees of the Board will play a stronger role in preparing items for Board decision
- The aim is to reduce the length of meetings so that a third day can be used for training or to examine issues in greater detail.
- The new presentation template will be added to Maatiniwaan

COMMITTEES OF THE BOARD

Moses Petawabano Advisory Committee (MPAC)

- ROBIN'S NEST POLICIES

- The Moses-Petawabano Advisory Committee (MPAC) presented the Board with revised policies on admission, discharge and eligibility for the women's shelters.
- All three policies were approved by the Board.

- MIDWIVES WORKING CONDITIONS

- 3 previous job postings for head midwives did not result in a suitable candidate.
- MPAC worked on a proposal to work with the Ministry and other organizations to be able to offer more attractive working conditions for midwives working in our region (following Nunavik's example)
- The Board voted to Approve the Midwives Working Conditions.

Vigilance Committee

- Board approved the Annual Report of the Commissioner of Complaints and Quality of Services.

Council of Physicians, Dentists and Pharmacists (CPDP)

- The 2016-17 Annual Report of the Council of Physicians, Dentists and Pharmacists was approved by the Board
- The Board approved the following nominations / status changes of CPDP members:
 - Drs. Dorottya Tikasz, Mélissa Thibault in the Dept of Medicine, Dr. Henri Prud'homme (associate family physician and occupational health specialist) & Dr. David Dannenbaum (associate family physician, Chisasibi with privileges in Waskaganish) in the Dept of Public Health. Dr. Robert Patenaude changes status from active member and permanent full-time family physician to associate member and replacement family physicians.
 - New specialists: Dr. Ayesha Khan (pediatric ophthalmologist) and Dr. Sophie Mauger (pediatric psychiatrist).
 - Dr. Marie-Maude Morib resigned as an active member and permanent full-time family physician.
 - Dentists: Dr. Charlotte Kemp, Dr. Élise Godin, Dr. Samuel Girard, Dr. Sandy Baer-Layani, Dr. Tania Lebrun, Dr. Alia Al-Khateeb, and Dr. Marie-Hélène Landry.
 - Sarahan Dussault associate member and replacement hospital pharmacist

Council of Nurses

- The Executive Committee of the Council of Nurses presented an update on recent activities.

HR Committee

The Board voted to approve the updated organizational structure, including new and modified positions

(details on following 3 slides)

10 new management job descriptions approved

1. Associate Executive Director Pimuchteheu
2. AED Nishiiyuu Miyupimaatisiun
3. AED Miyupimaatisiun
4. AED Administrative Services
5. Director of Corporate Services
6. Director of Public Health
7. Director of Youth Protection
8. Director of Professional Services and Quality Assurance – Nursing,
9. Director of Professional Services and Quality Assurance – Allied Health
10. Assistant Director of Youth Protection

8 modified management positions

1. Director Information Resources changed to Director Information Technology – Administrative Services;
2. Coordinator Women’s Shelter – Miyupimaatisiun created due to change in status of Dir. Pre-Hospital Emergency Services and Emergency Measures – Pimuhteheu;
3. Coordinator Pre-Hospital Emergency Services remains reporting to Director Program Development and Support and an additional functional relationship with Director Pre-Hospital Emergency Services and Emergency Measures – Pimuhteheu;
4. Coordinator Telehealth changed to Coordinator Specialized Services – Regional Hospital Chisasibi;
5. Coordinator Regional Clinical Health Services – Regional Hospital Chisasibi changed to Senior Advisor Nishiiyuu – Nishiiyuu;
6. Advisor Cree Miyupimaatisiun Health Benefits changed to original title of Advisor Cree Non-Insured Health Benefits – Executive Director;
7. Coordinator Cree Miyupimaatisiun Health Benefits changed to original title of Coordinator Cree Non-Insured Health Benefits –Administrative Services;
8. Director Miyupimaatisiun Access Coordination Centre changed to Director Wiichihiituwin - Administrative Services

11 new and 2 abolished management positions

NEW MANAGEMENT POSITIONS

1. **Coordinator Resources Development** – Youth Healing;
2. **Coordinator Youth Protection Chisasibi** – Youth Protection;
3. **Coordinator Youth Protection Mistissini** – Youth Protection;
4. **Coordinator Youth Protection Waskaganish** – Youth Protection;
5. **Assistant Director Wiichihituwin** – Wiichihituwin;
6. **Coordinator Montreal** – Wiichihituwin;
7. **Coordinator Val-d’Or** – Wiichihituwin;
8. **Senior Advisor Organizational Development** – Human Resources;
9. **Senior Advisor Staffing** – Human Resources;
10. **Coordinator Accounts Payable** – Finance;
11. **Assistant Director Material Resources** – Material Resources.

POSITIONS CHANGED TO NON-MANAGEMENT

1. **Director Pre-Hospital Emergency Services and Emergency Measures** changed to non-management Medical Director positions – Pimuhteheu (**note:** continues to appear on organizational chart to meet the legal requirement); and,
2. **Administrative Assistant to the Chair** changed to non-management Program and Planning Research Officer (PPRO) – Board of Directors

Audit Committee

- The Board voted to approve the [2016-17 Audited Financial Statements](#) for the fiscal year ending March 31, 2017
- The Board authorized Bella M. Petawabano and Daniel St-Amour as signatories to the statements
- Board approved the [Consolidated Annual Report](#) for the period of [January 10, 2016, to January 7, 2017](#), for the *Commission des normes, de l'équité, de la santé et de la sécurité du travail* (CNESST) program
- The Board approved the establishment of the [Line of Credit](#) with Financement Quebec, for the period of July 1, 2015, to December 15, 2017

STANDING ITEMS - UPDATES

Maanuuhiikuu Mental Health Action Plan update

- Juliana Snowboy, Coordinator of Mental Health Services, presented statistics for the fiscal year 2016-2017
- Statistics indicate the following trends:
 - Requests for off-territory counselling are going up
 - Need better process for referral to off-territory counselling to manage no-shows and cancellations
 - No-shows are part of the clinical profile of the clientele and different approaches need to be available in the communities
 - Psychiatry visits may reflect a relationship of trust and availability of psychiatrist in the community
 - Stats on telehealth are forthcoming
- Results of a questionnaire on suicide response gave a better understanding of needs and priorities

Youth Protection Action Plan Update

- Robert Auclair gave an update on the YP Action plan and statistics for 2016-2017
- 15% increase in foster placement from last year mainly due to bringing Cree children from other regions back to Eeyou Istchee to be placed in Cree homes.
- Auclair gave an update of the status of discussions with Quebec re Bill 99 (modifications to Youth Protection Act), Bill 113 on traditional adoption (approved by National Assembly), and CERP (Commission on racial discrimination by Quebec institutions) – Memoire should be developed for September 2017)

Youth Protection—Youth Healing Update in audit recommendations implementation

- Daniel St-Amour gave a presentation on actions relating to YHS, YP and first line and public health services in relation to youth services.
- A portrait of first line services to children, youth and family in Eeyou Istchee was presented by consultants Jean-Pierre Duplantie and Michele Goyette. They visited 9 communities, met more than 100 employees and managers & wrote a report.
- A draft protocol for collaboration between front line and YP is being developed by Michele Goyette, Doreen Perreault, DPSQA Psychosocial, Alan Moar, Lesley Tomatuk and the DYP.

CORPORATE SERVICES

2016-17 Annual Activity Report

The Board voted to approve the advanced draft of the narrative portion of the CBHSSJB's 2016-17 Annual Activity Report.

This narrative and the summary financial statement provided by the Financial Services Dept will be combined into one document and sent for printing and French translation. The published report will be distributed at the 2017 Annual General Assembly of the GCCEI/CNG in Whapmagoostui in August, and will be submitted by September 31 to the Ministry of Health and Social Services of Quebec and to the Parliamentary Leader of the National Assembly.

GENERAL MANAGEMENT

Service Contract with Aerospace Marketing

The Board of Directors approved a service contract with Aerospace Marketing to continue managing the Northern Operations Centre (NOC), which coordinates travel and logistics for all air charter services. Aerospace Marketing has managed the NOC since the air charter service began, and expert opinion has noted that no other supplier on the market is able to provide the services requested by the CBHSSJB. Aerospace Marketing will provide the needed services from July 1, 2017, to June 30, 2020, and for two additional years, if applicable.

Housing contract addendum

The Board approved an addendum to the services contract with Anicet Tremblay and Serge Harvey Architectes Inc.

The CBHSSJB has a professional services contract with this architectural firm for services related to the construction of 131 housing units. This addendum No. 1 to the services contract provides the additional funds needed to carry out the work required according to the tender documents.

AED ADMINISTRATION

Local Negotiations with the FIQ Nurses' Union

- Liliane Groleau presented a status update regarding negotiations with the nurses union the FIQ. This is a normal negotiation as part of the impact of the national collective agreement which was implemented in July 2016.
- Negotiation starts in Fall 2017 and is expected to be completed within the year
- The negotiation committee will keep the Executive Committee continuously informed
- The CBHSSJB needs to determine which local matters to negotiate on, as identified in the law. A committee has been formed.

Disposal of Cluster Units in Chisasibi

The Board approved a resolution to demolish cluster units D4-8 and D4-9 in Chisasibi. As the units are no longer usable, tenders will be issued for their demolition.

Transit Lease for Units in Oujé-Bougoumou

In March 2017 the Board approved in principle securing a two-year lease with the Oujé-Bougoumou Cree Nation for transit units. The lease agreement, and necessary approvals, having now been secured, **the Board voted to approve the two-year lease of the transit units in Oujé-Bougoumou.**

Contract with PAMS System for custom software

The Youth Protection/Youth Healing Services Client File Management System is a custom software developed by PAMS Systems Inc. to support service delivery and quality management and is the exclusive tool used by Youth Protection for all client-file management. The software requires continued support and updating to conform with legislative requirements for all Youth Protection and Youth Healing services. Furthermore, statistical and administrative tools must be developed to support management. Given these demands, **the Board voted to approve a contract with PAMS System to provide support, maintenance and development services from July 1 2017 to March 31, 2020.**

Lease Agreement with Chisasibi Centre

The Board voted to approve a lease agreement with Chisasibi Centre Inc for the office space located at 12 Maamuu, Suite 201. Facilities currently located at 20 Fort George Road in Chisasibi are being relocated. The lease will run from June 1, 2017, to May 31, 2020.

AED – MIYUPIMAATISIUN

Robin's Nest Women's Shelter update

- E. Virginia Wabano gave an update on the project.
- Waswanipi is almost complete; official operation date is August 2017
- Waskaganish construction to resume for expected completion in early 2018.
- A framework for service delivery, personnel plan, and programming for the different clients is being developed.
- Operational requirements such as food service permit, insurance, are being completed.

Report on CMC Extended Hours

- Karine Jones gave a status update on the project.
- The goal is for all clinics to remain open for walk-in clients at all times during regular opening hours, including lunch hour.
- A number of chronic staffing issues are making it challenging to implement, but progress is being made to understand and address the issues. A client satisfaction survey is being conducted in partnership with different departments.
- In Whapmagoostui a youth clinic is now open 7pm to 10pm increasing access to clientele by 15 hours a week.

Telehealth update

- Philippe Lubino gave a presentation on Telehealth.
- He explained what telehealth is and defined the strategy.
- Services being developed include Non-Stress Test, wound care (pilot project), Oncology and Psychology
- He outlined the strengths of the program, including strong cultural integration, since the services are supported by Cree staff
- Among the challenges, 3 communities do not have fibreoptic & can't use visio for telehealth
- Teleophthalmology and teleobstetrics have outstanding results & strong partnerships are developing with our partners. Patients are very happy.
- Teleobstetrics has generated \$83,924 in savings since 2014.

AED – NISHIIYUU

Nishiiyuu Miyupimaatisiun Group

- Kathy Shecapio presented a status report on Nishiiyuu Miyupimaatisiun Group
- In the next 3 months:
 - PPROs are being recruited
 - Nishiiyuu Miiwat to be introduced in 5 more communities
 - Begin process of review of Land Based manual and Elder interviews
 - Organizing and transcribing Best of Both Worlds Project
- Other activities include drafting an action plan on cultural safety, traditional knowledge, drafting proposal for EFAP sessions

CCIC Implementation Progress Update

- Kathy Shecapio presented an update on implementation of the Clinical Coordination and Integration Committee, which is chaired by Nishiiyuu
- 3 meetings have been held, and templates developed for the meetings. Different approaches to facilitation are being tried.
- She described the mandate and scope of the CCIC and presented some examples of topics that have been discussed so far, as well as the process of continuous evaluation and improvement that the Committee is engaged in.
- The next meeting is in Mistissini June 27.

AED – PIMUHTEHEU

Update on Midwifery

- A presentation on Eeyou Istchee Perinatal Midwifery was given.
- Work to date includes a draft clinical plan for the birthing centre, draft Waapimaausun program manual
- Ongoing consultation with the population and care providers
- Planning teams formed
- Next steps include hiring a Head Midwife and Nishiiyuu PPROs, and developing protocols
- In the current year there will be training for doctors and nurses in unexpected labour and delivery, and development of cultural sensitivity module for all health practitioners by Nishiiyuu

VARIA

Guest Presentations

- Members of the Montreal Urban Aboriginal Health Centre (MUAHC) gave information about their organization and talked about their modes of partnership.
- Wendy Johnson, National Director of the Indigenous Health initiative of the Heart and Stroke Foundation gave a presentation to the Board. They shared statistics on heart disease in the indigenous population in Canada and described alliances that exist to support indigenous driven solutions. They shared opportunities that exist for the CBHSSJB to access tools and programs to support prevention and awareness, including CPR training and food security programs.
- More information: www.heartandstroke.ca

Report on Palliative Care

- The report prepared by Dr. Vanessa Cardy on the application of the law concerning end of life care was presented to the Board. The CBHSSJB is required to submit regular reports concerning the application of the law.
- There have been no requests for medical aid in dying in Region 18 to date.

Next Regular Board of Directors Meeting

Nemaska

September 19, 20, 21