

Highlights

CBHSSJB Board of Directors

Montreal, Quebec
March 18-20, 2014

OFFICE OF THE CHAIR

Election of Board Members

- Stella Moar Wapachee was elected to the Board of Directors of the CBHSSJB as Community Representative for Nemaska, Replacing Thomas Jolly Sr. Her term expires in July 2016.
- Patricia George was elected by acclamation as Community Representative for Whapmagoostui. Her term expires July 2016.

Adoption of Governance Model

- The Moses-Petawabano Committee has reviewed several governance models and recommended a model developed by the Association québécoise d'établissements de santé et de services sociaux (AQESSS), adapted to the treaty and legal framework of the CBHSSJB.
- The Board approved adoption of the AQESSS-inspired CBHSSJB Governance Model.
- The Governance Model will be a tool to define governance instruments and orientation tools for the Board and its members, including the Executive Director; and other instruments for the management, administration and operation of the CBHSSJB and its facilities.

Process to update Chapter S-5

- An Act respecting health and social services for Cree Native persons (“Chapter S-5”) is the Quebec law that governs the CBHSSJB. The CBHSSJB is the only regional council or agency in Québec that is not under the general Quebec health and social services law, Chapter 4.2.
- The CBHSSJB has identified the need to modernize Chapter S-5, including to take account of revisions to Chapter 4.2, while continuing to reflect the specific characteristics of the Cree Nation of Eeyou Istchee.
- The current priority is to carry out a comparative analysis of Chapter 4.2 and Chapter S-5 to identify areas where adjustments are required to S-5.
- The Moses-Petawabano Committee is overseeing this process.

Conflict of Interest Policies and Code of Ethics

- The Board adopted a Code of Ethics, which provides ethical guidelines for members of the Board of Directors.
- The Board approved two conflict of interest policies. The first applies to the Board of Directors and the Executive Director. The second applies to Senior Administrators, Senior Officers, Intermediate Officers and Officers of the CBHSSJB.
- The policies come into effect July 1, 2014.
- The Board will create an ethics governance committee which will oversee communication, orientation and training of those affected by the policies.

Update - Commissioner of Complaints and Quality of Services

- The Vigilance Committee met on March 13, 2014.
- COMMUNITY TOUR: 7 communities have been visited by the Commissioner, Louise Valiquette, and the Chair. Whapmagoostui and Eastmain will be visited in April. Probably Val d'Or and Chibougamau also.
- The Tour has generated more than 60 new files so far. Not all are complaints; some are comments.
- The Commissioner recommends that the CBHSSJB implement the Policy against harassment and violence in the workplace and make sure that all new employees are aware of the policy.
- She recommended that the Board give a mandate to the Vigilance Committee to review the policy on confidentiality.
- To reach the Commissioner, phone toll free 1-866-923-2624 (leave name/contact number), or email r18.complaints@ssss.gouv.qc.ca

Informational/Guest Presentations

- A presentation was made about the 2004 Strategic Regional Plan.
- A presentation was made about the Cree Language Commission, which is being set up by the Cree Nation Government to protect and promote use of the Cree language in the context of the New Governance Agreement. (PowerPoint available)
- A presentation was made by Indigenous Health Solutions, a company that provides medical informatics services to First Nations in Canada and the US.

STANDING ITEMS

Update - Youth Protection Action Plan

- The Director of Youth Protection, Robert Auclair, gave a detailed update on progress implementing the Youth Protection Action Plan, with significant progress in many areas.
- The DYP presented end of year statistics on “signalements”, which will be included in the Annual Report of the CBHSSJB.
- YP Services received 33.8% more reports of children in danger (412 children) this year compared to last year.
- Of these, the DYP retained 24.8% more situations for further investigation (219 children).

CORPORATE SERVICES

Update - Annual Report deadlines

Key deadlines for the production of the 2013-2014 Annual Report:

- **March 31, 2014** - Closing of the financial year. The report covers activities and financial transactions taking place between April 1 and March 31.
- **April 30, 2014** - All Contributors' deadline. Contributors are those who write or gather data for the Report. There are Contributors in each Department of the CBHSSJB - mainly Director-level managers.
- **May 15, 2014** - Deadline for AEDs and Executive Director to approve their respective chapters. They are responsible for the accuracy and completeness of the information.
- **June 2014 Board** - At this meeting the audited financial highlights and the final draft of the narrative section of the report are reviewed and approved. Both of these elements *must be completed by this date. Once approval is obtained, Corporate Services proceeds to printing of the report in its final form.*
- **Mid- to early August 2104** - Annual General Assembly of the GC/CNG (usually second week of August) - Annual General Assembly of the GC/CRA. *The Report must be printed and physically delivered to the AGA location by this date.*
- **September 30, 2014** - The deadline for delivering electronic and printed copies of the Report (in French) to the Ministry of Health and the Parliamentary Leader of the National Assembly of the province of Quebec.

GENERAL MANAGEMENT

Site selection services for health facilities

- The Board authorized a budget of \$512,580 for surveying/engineering work related to the site selection and 5-year development plan for the communities of Chisasibi, Waskaganish, Whapmagoostui and Oujé-Bougoumou.
- The costs are recoverable once the capital projects are approved by the MSSS.

Update on Capital Projects

- CMC projects under the previous funding agreement are either fully completed or wrapping up small details: CMCs in Eastmain, Nemaska, Waswanipi and Mistissini are open for business.
- Under the current funding agreement (\$226M for capital projects), sites are being analyzed and plans drawn up for new CMCs in Oujé-Bougoumou, Waskaganish and Whapmagoostui, and a Hospital/office/housing campus in Chisasibi.
- On March 3, 2014, MSSS published a new guide that requires a clinical plan for every capital project. A Committee has been created to define the clinical plan of all the capital projects of the new agreement.

Exam Preparation for Nurses, at John Abbot College

- Approximately 14 Cree nurses are currently in training at CEGEP St-Felicien in Chibougamau and other institutions.
- After they complete their studies, graduates must also pass the exam of the Quebec Order of Nurses, before they can practice professionally.
- Through a partnership with John Abbott College, Cree nursing trainees can attend a 15-month program to prepare them for licensing exams, through teaching, labs, tutoring and clinical experience in hospitals.
- The Board allocated a budget of \$790,006 to implement this program, which includes \$481,665 for John Abbot, plus living expenses for the nurses. This represents 50% of the total cost of the program; the other share is part of a proposal submitted to Cree Human Resource Department (CHRD).
- If successful, the program will prove to be cost-effective by reducing the CBHSSJB's dependency on agency nurses.

2014-2015 Service Contracts

- The Board approved a service contract with Gestion CMSA (Marcel Villeneuve), advisor to the Executive Director in matters relating to implementation of the Strategic Regional Plan.
- Cogitel Consulting Services (Gilles Lacouline and Louise Roberge) was also retained, to assist with implementation of capital projects.

Final Acceptance of Nemaska CMC

- Issuance of the Final Acceptance Certificate means that the project is complete and the final payments are to be made to the contractor.
- The Board recommended that the CBHSSJB issue the final acceptance certificate for Nemaska CMC, with a holdback of \$21,000 for two remaining deficiencies that need to be corrected by the contractor.

ADMINISTRATION

Finance Department

- The Board passed a resolution relating to responsibility for the corporate credit card.
- The mandate was given to the Audit Committee to review the summary variance report with spending projections for the end of FY 2013-2014.

MATERIAL RESOURCES

Maintenance of Assets 2014-2015

- The Board approved allocation of of \$4,084,982 for maintenance of assets in the coming fiscal year.
- Board of Directors rescinded resolution 01/055/13 in order to bring all matters relating to MOA under one decision-making framework.

Assets	2014 – 2015 (\$)
Buildings	1,594,062.00
Minor functional renovations	678,434.00
Building maintenance deficit	682,181.00
None medical and other equipment	695,195.00
Medical and dental equipment	435,110.00
Total	4,084,982.00

Removal of buildings in Mistissini

- A modular office building on 200 Sam Awashish St. in Mistissini, which was leased from Modulabec, was vacated in October 2013 due to mould contamination.
- The lease was terminated effective April 30, 2014.
- The lease includes the cost of demobilization, up to \$73,000 if the building is to be returned to Senneterre.

277 Duke Street office lease

- Lease of office space from Eenou Eeyou Realty Properties (EERP) for Public Health and Human Resources at 277 Duke Street in Montreal, was renewed until March 31, 2015.
- Annual rent for the period of the extension is \$55,900.40 for Public Health and \$54,067.60 for Human Resources.

INFORMATION TECHNOLOGY

IT Service Contracts

- Service contracts were signed for the coming fiscal year with:
- Informatique ProContact, to document, manage, and maintain the MSSSQ Actifs+ Reseau and implement a Project Management Framework and ITIL standard for IT Service Management.
- Groupe Conseil ZenSphere, for development of an Intranet Web Portal.

MIYUPIMAATISIIUN DEPARTMENT

Agreement for Women's Shelter

- A draft *Framework Agreement concerning the Construction, Operation and Maintenance of Women's Shelters in Eeyou Istchee* between the Cree Nation Government and the CBHSSJB, dated March 5, 2014, was submitted to the Board of Directors for review and approval.
- The mandate is given to the Chairperson to sign the said agreement.

PIMUHTEHEU DEPARTMENT

Service Contract

- Dr. Robert Carlin will continue as Director of Public Health on a part-time basis, with a schedule of 2.5 days per week and one week every two months in Eeyou Istchee.
- Dr. Carlin has been in this position since January 2013.

Partnership with Canadian Foundation for Health Care Improvement

- The Mental Health Planning Group is developing a collaborative partnership with the Canadian Foundation for Healthcare Improvement (CFHI) to improve the offer and efficiency of services for youth with suicidal ideations.
- Mandate is given to Administrative Committee to approve the agreement with CFHI at its next meeting in April 24-25, 2014

COMMITTEES / COUNCILS OF THE BOARD

Council of Physicians, Dentists and Pharmacists (CPDP/CMDP)

- Dr. Kitty presented a summary of issues raised by the CPDP regarding quality and access to services.
- Issues include:
 - Homecare in Chisasibi and other communities
 - Medevac planes unable to refuel in Chisasibi, leading to delays getting patients to hospital
 - Community Health in Chisasibi
 - Problems with ordering and tracking of medical equipment/supplies
 - Inadequate access to pediatric specialists

Nomination of Physicians

Replacement Physicians

- Dr. Laurent Vanier
- Dr. Lauren Gewurz
- Dr. Martin Gagnon
- Dr. Jalal Shirmer
- Dr. Grace Zoghbi
- Dr. Andrea Chabot-Naud
- Dr. Isabelle Chotard
- Dr. Sarah Tuck
- Dr. Sophie Roberge
- Dr. Baijavanta Mukhopadhyay

Part-time Permanent Physicians

- Dr. Marie-Carmen Berlie
- Dr. Charles Khazzam
- Dr. Daniel Poplawski
- Dr. Fhameeda Adam
- Dr. Philippe Zwecker
- Dr. David Dannenbaum

DENTISTS

- Dr. Cathy Simard
- Dr. Tanya Agnaleff
- Dr. Pascale Laporte
- Dr. Virginie Provencal
- Dr. Feras Al Halabi
- Dr. Yann Ouanich
- Dr. André Rousseau

All nominations expire Dec 31, 2016. Some nominations are conditional on providing up-to-date documentation.

Service contract - Dr. Laurent Marcoux

- CPDP Executive Committee strongly recommended the renewal of the contract of Dr. Laurent Marcoux as the Director of Professional Services - Medical / Director of Medical Affairs and Services, for the next fiscal year.

Audit Committee

- Jonathan Sutherland, Chairman of Audit Committee, presented a report of the last meeting of the Audit Committee.
- The Committee is working with the Executive Director to address several priority areas, including:
 - New accounting rules related to the amortization of capital assets
 - Non-insured health benefits
 - Purchasing procedures
 - Long-term assets (Residential and non-residential)

Community Issues

- Waswanipi - CMC employees requested training/workshops on HR matters; mandate is given to HR Director to proceed
- Eastmain - A funding request was tabled for the Eastmain Dance Festival
- Chisasibi Centre Inc. raised an issue of over \$300,000 of back rent.

Upcoming Meetings

- June 25-27, 2014 - Montreal
- September 16-18, 2014 - Gatineau
- December 9-11, 2014 - Montreal
- March 17-19, 2015 - Mississauga