

Note: text in red means that the item was the subject of an approved Board resolution.

Resolutions may be obtained by contacting Rena Matthew, Corporate Services, Chisasibi.

OFFICE OF THE CHAIRPERSON

Appointment of Executive Director

The Board of Directors approved a resolution to appoint Daniel St-Amour as the new Executive Director of the CBHSSJB. The four-year appointment begins immediately, on September 19 2017. **The Board also approved the employment agreement with Mr. St-Amour.**

Nomination of Commissioner of Complaints

The Board approved the nomination of Sarah Cowboy as the CBHSSJB's new Commissioner of Complaints and Quality Services, a full-time position. This appointment is subject to a one-year probation period.

Adoption of Strategic Regional Plan 2016-21

The Board resolved to adopt the new CBHSSJB's Strategic Regional Plan for 2016-2021.

The SRP, the organization's most powerful planning tool, grows out of the Eeyou/Eenou Regional General Assembly on Health and Social Services held in Waskaganish in April 2016. It will align and direct the CBHSSJB's activities and efforts for the coming years, and is intended to reflect the values and priorities of the Cree Nation.

Strategic Regional Plan 2016-2021

The SRP 2016-2021 defines four strategic orientations:

1. Catching up with the rest of Quebec on the key indicators of health and social well-being.
2. Providing access to quality frontline services and specialized care along the service corridors
3. Ensuring access to traditional medicine and land-based healing in a timely manner
4. Consolidating the Cree Succession Plan, as well as human, material, financial and information technology resources.

Within these four orientations, 13 focus areas and 51 strategic objectives have been identified.

COMMITTEES OF THE BOARD

The Moses Petawabano Advisory Committee (MPAC)

The MPAC updated the Board on proposed revisions to Chapter S-5, the Act Respecting Health Services and Social Services for Cree Native Persons, and on Cree Non-Insured Health Benefits.

The Board approved the MPAC's decision on Research Committee By-Laws.

The Board deferred the decision of Department of Medicine By-Laws.

Phone Call Recording Policy

The Board approved the MPAC's Phone Calls Recording Policy.

The CBHSSJB is implementing a central telephone system within each CMC that allows for the recording of any phone calls made or received by nurses while on call. Because recording phone calls is an established method of monitoring and improving service quality, this policy authorizes the recording of all cell phone calls to nurses on call. The data collected will be processed in accordance with the *Act respecting Access to documents held by Public Bodies and the Protection of Personal Information*, and accessed only under specific circumstances defined by the new policy. All recordings will be for three years, after which they will be deleted.

Customary Adoption and Bill 113 update

The Board received an update on Customary Adoption and Bill 113, “an Act to amend the civil code and other legislative provisions as regards adoption and the disclosure of information.” Since 2008 a working group that included representatives of Quebec, Inuit and First Nations has explored customary adoption in aboriginal populations, with the intent of revising Quebec legislation to align with traditional customary adoption. Many of the recommendations from this working group appeared in Bill 113, including recommendations on permanent and temporary adoption, and the Bill was passed by the Quebec National Assembly in June 2017. The Bill introduces “tutorship,” a type of guardianship, as a means to accommodate temporary customary adoption.

Customary Adoption/Bill 113 update cont.

The Bill also proposes amendments to the Youth Protection Act, one being that YPA decision-makers **must** consider customary adoption as an option, and it allows the Department of Youth Protection to share important confidential information with Indigenous authorities, which must happen before the Indigenous authority issues a certificate of adoption.

Bill 113 will come into effect in June 2018, and Indigenous nations must then chose to “opt in” by designating a “competent authority” to manage the adoptions.

For the Cree of Eeyou Istchee, the CBHSSJB would act as the competent authority, collaborating with communities and the CNG to develop an implementation plan.

Customary Adoption/Bill 113 update cont.

Following this update, the Board approved a resolution to create a “Cree working group” to consider issues and make preliminary recommendations on options for Cree context and structure for local and regional consultations.

Customary Adoption/Bill 113 update cont.

The group will include the CBHSSJB's Director of Youth Protection, a CBHSSJB senior manager (**Virginia Wabano and Kathy Shecapio**), two CNG(EI) representatives, and James Bobbish, who served on the initial working group established in 2008.

The working group will make a first report to the CNG(EI) and the CBHSSJB by the end of November 2017, to be presented at the December 2017 Board meeting. This report will lead to an action plan on next steps for the second stage, from January-June 2018.

Public Consultations on Cannabis

- Robert Carlin, the interim Director of Public Health, updated the Board received on the legalization of cannabis (by July 1, 2018, as per Bill 45) and related issues, including the Quebec government's public consultations on this issue.
- Bill 45 aims to restrict access by young people and establish controls on safety and quality, as well as distribution and sale, of cannabis.
- The Quebec government is meeting with representatives of First Nations and Inuit peoples on 29 September to discuss prevention, awareness, health issues, safety issues, and marketing issues.

Cannabis update: the Eeyou Istchee context

- Cannabis use in Eeyou Istchee is high, and increased notably between 2003 and 2014-15, according to the 2014-2015 Quebec Population Health Survey. The 2013 *Tan e Ihtiyán* high school survey showed that among high school students, close to half had used cannabis in the preceding year, and over 15% used it daily.
- Consequently, health promotion, prevention and harm reduction messaging needs to be developed for Uchiniichisuu, effective programs must be implemented to help youth address dependency issues, and support is needed for implementing regulations to prevent driving under the influence of cannabis.

Cannabis update cont.

- Dr. Carlin noted that the CBHSSJB's Public Health Department is concerned with preventing or delaying use of cannabis by youth, preventing dependency, harm reduction and services to assist those whose use of cannabis becomes problematic.
- To this end, the Public Health Dept advises strict controls on production, prohibition of marketing & branding, and tight controls on sale (with restrictions for age, point of sale, and range of products available). It also advises that driving under the influence of cannabis be maintained as a legal offence.

Vigilance Committee

The Vigilance Committee presented its report to the Board of Directors. Among its efforts, it has

- overseen the implementation of recommendations to Wiichihiituwin (Cree Patient Services)
- developed a confidentiality policy, to be sent to the MPAC for review
- prepared a report on the community tour and recommendations
- nominated a new Commissioner of Complaints and Quality Assurance, Sarah Cowboy (whose appointment has been approved at this board meeting)

The Commissioner of Complaints and Quality Assurance also presented her quarterly report

Council of Physicians, Dentists and Pharmacists

The Board passed a resolution approving the CPDP's recommended nominations:

- Dr. Dawn Pouteau has been granted specific privileges as "Ordonnance médicale - aides à la locomotion, aide à la posture" in her current status as an active permanent half-time occasional family physician in the department of medicine.
- Dr. Robert Tremblay had his status changed from active permanent half-time family physician to active permanent full-time family physician in the department of medicine.
- Dr. Karen Wou was named an active obstetrician gynecologist specialist physician member in the department of medicine.
- Dr. Guillaume Groleau was named an active permanent full time family physician member in the department of medicine.

Dr. Kitty gave an update on the following files:

- Opioid and substance abuse
- Law 20 update

Pharmacy update

Anh Nguyen, Head of Pharmacy, presented the Board with an update on the Pharmacy Department.

- There has been an increase in opening hours in Chisasibi and Mistissini, the recruitment of 3 permanent pharmacists in Chisasibi and one in Mistissini, the recruitment of Cree technical assistants, and a reduced reliance on agencies.
- The Department issued a call for tender for agencies for a two-year contract supplying replacement technicians and pharmacists, and another for a one-year (with another optional year) contract to provide, prepare and deliver Dispill medications, with the eventual plan of installing Dispill machines in Chisasibi and Mistissini; these will be voted upon later in this meeting.
- Finally the Department is collaborating with the Cree School Board to establish a vocational program leading to a Diplôme d'étude professionnelle (D.E.P.) for pharmacy technical assistant. This goal is to launch these programs in winter 2018 in Chisasibi and August 2018 in Mistissini.

Request for Additional Dentists

The Board approved a resolution to submit a request to the MSSSQ to provide an addition 1.5 full-time-equivalent (FTE) dentists for Chisasibi and Whapmagoostui. Chisasibi would receive one FTE position, and Whapmagoostui a .5 FTE position.

Resignation of Dr. Elizabeth Robinson

The Board of Directors approved a resolution to accept the resignation of Dr. Elizabeth Robinson as Public Health and Preventive Medicine Specialist within the Department of Public Health, as of December 31 2017. This resolution is required to confirm the resignation of a physician before recruiting a new physician, if all current positions are filled. Currently a 'dérogation' exists for Dr. Anne Andermann to be recruited as a third Public Health and Preventive Medicine Specialist.

Council of Nurses

The Council of Nurses filed its quarterly report.

Human Resources Committee

The Board approved a resolution revising and defining four management job descriptions, which grow out of the need to align the vision, guiding principles and mandates of the CBHSSJB's new organizational structure, and to standardize and simplify job description format and content. The revised job descriptions include

- Commissioner of Complaints and Quality of Services
- Assistant Commissioner of Complaints and Quality of Services
- Director, Medical Affairs and Services
- Director, Professional Services and Quality Assurance – Psycho-Social

Audit Committee

The Board of Directors voted to approve the budget parameters and detailed budget for the fiscal year 2017-2018, as presented by the Audit Committee.

Each year, general management must present the budget parameters for the current year. For the fiscal year 2017-2018, the overall budget parameter is \$230,636,329 and includes the operational funds, CNIHB funds, federal funds, CNEST funds, specific allocations and other funds.

The Board also received the Financial reports and Financial surplus reports for the most recent period, as well as the internal auditor's report.

STANDING ITEMS

Mental Health Action Plan update

An update of the Maanuhiikuu Mental Health Action Plan was presented to the Board of Directors.

- The Ishkotem (entry way) Process is being piloted in Mistissini and features a new and easy-to-understand intake form.
- Two psychologists/psychotherapists were hired, one each for Chisasibi and Mistissini, starting in August and September; three more development positions can be added this year (1 art therapist & 2 child psychologists)
- The annual three-day MH meeting and youth symposium was held in Chisasibi at the start of August
- The first training session for Mental Health First Aid for First Nations was run by Pauline Bobbish and Mary Louise Snowboy, with 8 participants

Youth Protection/Foster Homes Action Plan

The Board received an update on the Foster Homes Action Plan from the Dept of Youth Protection. Bill 49, whereby Foster Families have the opportunity to be represented by a union, came into force on February 1, 2013. In April 2016, the CBHSSJB was informed that it was not subject to this Bill. As a result, under Bill 49 the daily foster home per diem increased to \$ 77.01 for all other non-treaty First Nations.

The Board was also reminded about the criteria defining foster homes

Youth Protection Audit

The Board was presented with the audit of Youth Protection resources.

- There were 2301 signalements for children last year in Eeyou Istchee, with 639 being retained; this high rate of signalements needs to be addressed.
- A lot of calls to the YP Hotline are not actual signalements.
- Currently there are 36 interveners positions in the 9 communities; there were 705 evaluations under YP realized in the last fiscal year.
- The audit noted that there has been a major financial investment in YP over the last five years, so no new investment is currently required.
- Prior to any further financial investment, manpower stabilization is a major issue that must be addressed; concerns include recruitment, retention, training, and absenteeism.
- Non-active open files are a concern, and according to the law must be dealt with.
- The development plan for youth services should take a global approach that includes first line services and YP.
- Finally, a full review of YP's organizational chart should be completed.

CORPORATE SERVICES

GENERAL MANAGEMENT

Birthing Centre Clinical Plan

The Board voted to approve the clinical plan for the Eeyou Eenou Birthing Homes to be established in Chisasibi, Waskaganish and Mistissini, which will bring birthing back to Eeyou Istchee. The clinical plan will be submitted to the MSSSQ, which will then authorize the CBHSSJB to continue with developing a *Plan Fonctionnel et Technique (PFT)*.

Regional Rehabilitation Centre Clinical Plan

The Board voted to approve the clinical plan for the regional rehab centre for addictive behaviors, Awemiiniwaachihisuunanouch (Circle of Empowerment for Healing).

Eeyou Istchee's local service networks lack adequate support services for persons and families affected by addiction issues. Patients referred for treatment to outside resources have to deal with constraints such as linguistic and cultural barriers. And according to the MSSSQ, every health region should establish rehabilitation service-program to meet the population's needs.

The rehab centre clinical plan is based on extensive consultations; the objective is a 20-bed residential facility in Chisasibi, where patients could receive medical and psycho-social support.

The clinical plan will be submitted to the MSSSQ, which will then authorize the CBHSSJB to continue with developing a *Plan Fonctionnel et Technique*.

Capital Projects Updates

The Board was also updated on a number of capital projects, notably the progress of the clinical plan for a long-term care centre, a transitional home/respite care facility in Waswanipi, staff housing units, and *Plans Fonctionnel et Technique* for Waskaganish, Whapmagoostui, Chisasibi and Oujé-Bougoumou.

CMC PFTs will be presented at the next Board.

AED ADMINISTRATION

Cree Succession Plan Update

The Board received an update on the Cree Succession Plan. Currently a total of 52 employees are in the program, 36 pursuing a Certificate in Health and Social Services Management and 16 pursuing a Diploma in Health and Social Services Management. A new cohort of 15 participants is set to begin this fall. A Manager Workforce Planning survey will take place in September 2017, and the second phase of the Cree Succession Plan will be established and developed in November.

In Phase

Replacement of Computers and Printers

The Board approved a resolution to replace computers and printers that are reaching the end of their service life.

The annual costs to replace “*end of service life*” equipment was included in the IT Master Plan (2012) and the MSSS approved a funding request of \$472,387.00 for the 2018 fiscal year. The purchases will be initially allocated to IT “Maintenance of Assets” fund and subsequently submitted for reimbursement to the MSSS.

Infrastructure Replacement

The Board voted to approve IT infrastructure replacement projects for Chisasibi, Oujé-Bougoumou, and Whapmagoostui, as well as regional services.

As part of the IT Master Plan (2012), the IT infrastructure (network, telephony) replacement project has been ongoing since 2013. Of the nine communities, Chisasibi, Oujé-Bougoumou, and Whapmagoostui remain to be completed; some regional infrastructure must also be replaced. The Chisasibi, Oujé-Bougoumou, and Whapmagoostui community projects are urgent due to equipment age and increasing risk of failure. The Regional infrastructure will address capacity requirements for incoming applications, such as the Electronic Medical Record, Pharmacy, and paper record digitalization, as well as system redundancy for disaster recovery and avoidance. The total estimated cost is \$2,793,595.

Pharmacy Information System

The Board approved a resolution to purchase a new Pharmacy information system.

The current system, purchased over 6 years ago, is used primarily by retail pharmacies and has functional shortcomings that do not support the needs of the current hospital pharmacy. A new system, along with a contract for support and maintenance services, will be purchased after a public call for tenders.

AED MIYUPIMAATISIUN

Robin's Nest Women's Shelters update

The Board received an update on the Robin's Nest women's shelters being constructed in Waswanipi and Waskaganish. The Waswanipi shelter is opening officially on September 25th, and scheduled to be operational by mid-October. The Waskaganish shelter should be finished construction in January 2018. Work in progress for the Waswanipi shelter includes a communications plan and certain operational requirements.

Awemiiniwaachihisuunanouch Addictions Program

The Board voted to adopt the Awemiiniwaachihisuunanouch (Desire to Heal Oneself) addictions program for implementation, in collaboration with other stakeholders, including community Miyupimaatisiun Committees, Waskaganish Wellness Society, CNG Justice, Youth Council, Eeyou Eenou Police, Cree Women of Eeyou Istchee Association, and Eeyou Istchee Sport and Recreation. The program, a component of the integrated Manuuhiikuu (Mental Health and Addictions) Program, aims to address problematic alcohol and drug use, as well as gambling.

Awemiiniwaachihisuunanouch continued

The Board voted to approve the allocation of extra resources to support the immediate piloting of the Awemiiniwaachihisuunanouch program in one community; the same motion also approved the prioritization of further resources in the next round of development funds (2018-19) to support the full implementation of the Awemiiniwaachihisuunanouch program.

Client Satisfaction Project update

Michelle Gray and Anne Foro presented an update on the Client Satisfaction project, a collaboration between Planning and Miyupimaatisiun departments to determine client satisfaction with health and social services. The project will focus on several dimensions of services: (1) physical environment, (2) humanness and cultural safety, (3) organization of services, (4) availability and accessibility of services, (5) other markers of quality, (6) comprehensiveness of approaches, (7) sharing of information, (8) outcomes and (9) cost. The project has completed its second phase, preparing the assessment protocol; the next phase focuses on building tools to gather information. It will draw on field observations, semi-structured interviews, and questionnaires to provide information.

Nomination of DPSQA – Psycho-Social

The Board of Directors voted to approve the nomination of Simon-Pierre Breton as Director of Professional Services and Quality Assurance – Psycho-Social on a permanent full-time basis, starting October 2, 2017. The position is subject to a one-year probationary period, and will be based in Mistissini until there is available housing in Chisasibi.

Supplier for the Replacement of Pharmacists & Pharmacy Technical Assistants

The Board of Directors voted to approve two suppliers, Alliance Pharma and RxJob, to provide replacement services for Pharmacists and Pharmacy Technical Assistants. These suppliers are required to ensure proper management and coverage for the pharmacies, as replacements are sometimes needed to support this essential service. The selection of these suppliers follows a call for tenders in the summer of 2017.

Approval of Dispill Supplier

Dispill is a multi-dose packaging that offers a simple, safe and convenient medication distribution system for clients who must take one or more medication. This process has been in place in Chisasibi since May 2017 and has proven to be successful; the same process is needed for Mistissini to improve pharmacy services. Following a public call for tender in July 2017, **the Board of Directors has voted to approve Pharmacy Dominique Voyer as the supplier responsible for providing, preparing and delivering Dispill medication organizers.**

AED NISHIIYUU

Nishiiyuu Implementation Update

Kathy Shecapio updated the board on the implementation of Nishiiyuu programs, including the Waapimaausun (birthing) and Land-Based Healing programs. Efforts to integrate traditional medicine and approaches into the CBHSSJB continue, with some funding secured and initial preparations completed for drafting protocols with Elders and Healers. The IAMP program continues, as Miyupimaatisiun Committees now exist in all communities, and analysis reports being produced. The Clinical Coordination & Integration Committee (CCIC) had three meetings.

Nishiiyuu met with the CNG in June, and is moving toward defining its role and purpose more clearly. Finally, in administration, Nishiiyuu is now finalizing its personnel plan, and requires further support to ensure files and projects progress effectively.

Collaboration and Contribution Agreement Signing

On September 21 in Nemaska, Nishiiyuu celebrated the signing of the Collaboration and Contribution Agreement between the CBHSSJB and the Nishiiyuu Council of Elders. The agreement provides a foundation for traditional healing approaches within the CBHSSJB, with the guidance of elders.

The celebration included a sunrise ceremony behind the CNG building, the official signing at 11:30 in the CNG Building, and a traditional feast.

AED PIMUHTEHEU

Midwifery update

The Board received an update on midwifery services.

Following an interview process including Adelina Feo, Jeannie Pelletier, Dr. Marie-Carmen Berlie and Laura Bearskin, Jessica Boulanger has been hired as the head midwife, pending a resolution from the Board. In October, family physicians will receive training on precipitous births; nurses will receive training in November at their annual training, and Chisasibi nurses will receive training in February 2018.

More midwives remain to be hired, and a plan presented at the December board meeting to address such issues as equipment purchases, renovations to birthing rooms, and protocols.

Varia

MUHC Breast Clinic Fundraiser

- The Board recommended purchase of tickets for the MUHC Breast Clinic fundraiser to enable Cree patients who are receiving cancer care from MUHC to attend the event.

Next Regular Board of Directors Meeting

**Montreal
December 5, 6, 7
2017**