

Translation of the minutes of the public meeting of the Board of Directors – Original French version kept on file.

**Minutes of the Annual General Meeting of the Board of Directors of Vitalité Health Network  
Tuesday, June 28, 2011 at 5:30 p.m.  
Conference Room C, Danny's Inn  
Beresford, N.B.**

**Present:** Albert, Odette  
Boucher, Gilles M. (Treasurer)  
Brun, Carmel  
Cyr, Bernard  
DesRosiers, Philippe (Vice-Chairman)  
Irvine, Tanya  
Landry, Ghislaine  
Landry, Jocelyne  
LeBlanc, Rhéal  
Roy-Vienneau, Jocelyne  
Savage, Verne  
Soucie, Anne  
Soucy, Sister Gaëtane  
Volpé, Rino (Chairman)  
Caissie, Joey (CEO, ex officio member)  
Dr. France Desrosiers (Regional Chief of Staff – ex officio member)

**Absent:** Patterson, Shawn  
Raymond, Lyne  
Sock, Gloria  
Sunderland, Linda (Chairperson of the PAC - ex officio member)

**Regrets:** Wilson, Dr. Renald (President of the Medical Staff - guest)

**Members of the Senior Management Team:**

Beaulieu, Gilles	Guerrette-Daigle, Lise
Béchar, Alain	Johanns, Aline
Beaulieu, Gisèle	LeBouthillier, Annette
Branch, Dr. Neil	Robichaud, Suzanne
Dennie, Claire	

Network's Auditor: Éric Long

**Recording Secretary:** Cynthia LeBlanc

**1. Call to order**

The meeting was called to order at 6:42 p.m.

**2. Constitution of quorum and notice of meeting**

The meeting was duly called and quorum achieved.

**3. Remarks by the Chairman of the Board of Directors**

The Chairman welcomed all those in attendance.

### **3.1 Presentation to the Religious Hospitalers of St. Joseph**

The Chairman and the President and CEO presented a commemorative plaque to Sister Gaëtane Soucy paying tribute to the Religious Hospitalers of St. Joseph on the occasion of the 375th anniversary of their founding.

*(Presentation order was changed)*

### **8. Awards of merit from the Nurses Association of New Brunswick**

The Nurses Association of New Brunswick (NANB), which represents the province's 8900 registered nurses and licensed practical nurses, held its annual awards banquet in early June to recognize seven New Brunswick nurses who had lobbied for improvements, showed leadership, and made exceptional contributions to the maintenance and advancement of nursing profession standards.

Five of the recipients were Vitalité Health Network staff members. It is an honour to see such a large number of Vitalité Health Network nurses recognized by the NANB for their exceptional contributions to their profession. Public recognition was thus accorded to the following persons.

Nicole Dumont (Zone 4): Award of Merit: Education  
Lise Guerrette-Daigle (Vitalite): Award of Merit: Administration  
Ronald Bonenfant (Zone 4): Award of Merit: Nursing Practice  
Réanne Allain (Zone 6): Entry-Level Nurse Achievement Award  
Nicole Fournier (Zone 6): Excellence in Clinical Practice Award

### **4. Approval of the agenda**

#### **MOTION 2011/06/28-01A**

That the agenda be approved as presented.

**Motion carried unanimously.**

### **5. Declaration of potential conflicts of interest**

Nothing to report.

### **6. Approval of the minutes of the previous Annual General Meeting held on June 24, 2010**

#### **MOTION 2011/06/28-02A**

That the minutes of the Annual General Meeting held on June 24, 2010 be approved as presented.

**Motion carried unanimously**

### **7. Matters arising from the minutes**

Nothing to report.

**8. Awards of merit from the Nurses Association of New Brunswick**

Already discussed.

**9. Presentation of the Annual Report of Vitalité Health Network**

*(Members received a preliminary copy of the 2010 Annual Report.)*

**9.1 Report by the Chairman of the Board**

The Chairman's message was presented as included in the Annual Report.

**9.2 Report by the President and CEO**

The President and CEO's message was presented as included in the Annual Report. The year 2010-2011 was marked by a number of accomplishments and challenges.

Mr. Caissie also presented a few statistics on activity volumes in the Network's health services and took the opportunity to thank the Board members, management staff, and their teams for their ongoing efforts.

The official version of the Annual Report, including the financial report, will be posted shortly on Vitalité Health Network's website at [www.santevitalitehealth.ca](http://www.santevitalitehealth.ca). Hard copies will also be available upon request by calling 1-888-472-2220.

**9.3 Report by the Chairman of the Medical Advisory Committee**

The Board examined in camera and in detail the slate of privileges requested for the upcoming year.

**MOTION 2011/06/28-03A**

That the physicians' privileges examined during the in camera meeting be approved as presented until June 30, 2012.

**Motion carried unanimously**

Over the past year, the Medical Advisory Committee established:

- A list of criteria for continuing medical education (subject to consequences);
- A new bylaw concerning medical staff participation in department and service meetings;
- A regional plan for quality review activities, including mortality and morbidity reviews, clinical audits, data analyses (e.g. MRSA episode in Tracadie, high cesarean rates in Zone 5), and identification of physician quality leaders (organization of training for the leaders identified in the four zones, planned for September 2011);

The Medical Advisory Committee also sees to:

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- Monitoring of discipline and the code of conduct (subject to consequences), including the establishment of a joint disciplinary committee in early February 2011 and the tabling of a report;
- The appointment of members to regional and provincial committees (the list of members of the various committees is presented in Appendix CAA 9.3).

With regard to the organization of services, the Medical Advisory Committee:

- Reviewed the Network's administrative structure in the medical sector and developed a selection process for the members sitting on the Regional Medical Advisory Committee;
- Proceeded to identify critical or potentially critical clinical services, as well as non-critical clinical services;
- Developed policies to standardize medical processes;
- Proposed revisions and improvements to the privilege renewal form.

**MOTION 2011/06/28-04A**

That the annual report submitted by the Medical Advisory Committee be approved as presented.

**Motion carried unanimously**

9.4 Report by the Chairperson of the Professional Advisory Committee

In the absence of the Chairperson of the Professional Advisory Committee, Annette LeBouthillier proposed that the members of the committees reporting to the Professional Advisory Committee be appointed.

**MOTION 2011/06/28-05A**

That the list of members of the various committees reporting to the Regional Professional Advisory Committee be approved as presented in Appendix CAA 9.4.

**Motion carried unanimously**

*(Continuation of report by the MAC)*

9.3 Follow-up to the report by the Chairman of the Medical Advisory Committee

**MOTION 2011/06/28-06A**

That the list of members of the Regional Medical Advisory Committee (RMAC), including the following appointments as voting members (See Appendix CAA 9.3), be approved:

Dr. Shirley Clements (Zone 5) will henceforth serve as a representative of Family Practice;  
Dr. Nicolas Hébert-Croteau (Zone 5) will henceforth serve as a representative of Internal Medicine;  
Dr. Éric Basque (Zone 6) will henceforth serve as Local Chief of Staff for Zone 6; and  
Dr. John Leblanc (Zone 6) will henceforth serve as a representative of Diagnostic Services.

**Motion carried unanimously**

9.4 Report by the Treasurer

The Treasurer asked the Auditor to present his report.

The Auditor's report was presented as included in the Annual Report.

The financial report for fiscal year 2010-2011 was tabled.

**MOTION 2011/06/28-07A**

That the financial report for fiscal year 2010-2011 be approved as tabled.

**Motion carried unanimously**

The deficit of approximately 1% of the operating budget came in slightly below what was projected at the start of the fiscal year.

The 2011-12 budget is currently being revised and will be presented at an upcoming regular meeting of the Board of Directors.

**10. Appointment of auditors**

**MOTION 2011/06/28-08A**

That the Board of Directors approve the appointment of the firm Raymond Chabot, Grant Thornton for Vitalité Health Network in its entirety for the year 2011-2012, in accordance with the conditions set out in the initial agreement reached in 2010.

**Motion carried unanimously**

With the agenda having been completed, the meeting was adjourned at 7:45 p.m.

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Rino Volpé  
Chairman of the Board of Directors

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Joey Caissie  
Secretary of the Board of Directors