



CBHSSJB Board of Directors Meeting Summary

27-28-29 June 2023

Hotel Le Bonne Entente

Québec City

A scenic landscape featuring a calm lake reflecting the sky, surrounded by trees and a rocky shore. A large white circle is overlaid on the center of the image, containing the text "OFFICE OF THE CHAIRPERSON" in blue, bold, uppercase letters.

**OFFICE OF THE
CHAIRPERSON**

Update on Ethics and Conflict of Interest Policy

The Board was given a training in the CBHSSJB Ethics and Conflict of Interest Policy. The policy, which applies to Board members, the Executive Director, and members of committees established by the Board, aims to support public confidence in the CBHSSJB by establishing clear standards of conduct that address ethical issues, providing tools to prevent conflict of interest and other ethical breaches, and ensuring that the Board meets current governance standards.

The Board members received a briefing on the specific goals and parameters of this policy to ensure their understanding and compliance.



Status Report on Legislative Framework Review

The Chair, Bertie Wapachee, delivered a status update on the review of the legislative framework governing the CBHSSJB. In May 2023 the CBHSSJB submitted to the MSSS a “Proposed Framework on a New Health and Social Services Act for the Crees,” presenting an approach similar to that undertaken by the Cree School Board. The proposal lays the groundwork for substantive negotiations on revisions to the legislative framework, leading to a new act which would better reflect the CBHSSJB’s Cree identity.



A meeting between CBHSSJB & MSSS representatives on 15 June was very positive; at this same meeting the Executive Director noted the importance of renewing the Cree-Québec Health Agreement for the next five-year period (2024-2029). The MSSS was receptive to the CBHSSJB proposals, and a tentative date of 31 March 2024 was set for finalizing both the legislative revisions and the Cree-Québec Health Agreement. The CBHSSJB will pursue discussions with MSSS on these two agreements and will continue to update the Board of Directors of progress on these important files.



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**COMMITTEES OF
THE BOARD**

Governance Advisory Committee: Council of Midwives By-law Amendment

The Board was informed of and reviewed a Council of Midwives (CMW) by-law amendment addressing complaints and discipline for midwives. This amendment will also require an amendment to the Board of Directors' "By-law governing the Committee to Evaluate Disciplinary Measures pertaining to a member of the Council of Physicians, Dentists and Pharmacists" so that this by-law also covers members of the CMW. The amendments to the CMW By-law were adopted unanimously by the members of the CMW Executive Committee on May 5, and endorsed unanimously by CMW members in a special general assembly on May 11. The proposed By-law Amendments-Council of Midwives By-law are tabled for subsequent approval at a meeting of the board, the date will be determined taking the 30-day prior notice.



Governance Committee: Risk Management Committee By-law amendment

The Board was also updated on amendments to the Risk Management Committee By-law. The amendments are necessary to be in accord with changes in Québec's privacy legislation (Law 25: *An Act to modernize legislative provisions as regards the protection of personal information*). This law requires the creation of a "privacy committee" to help the organization implement its responsibilities and obligations under the Access Act, to approve governance rules on the protection of personal information and to advise the CBHSSJB on "privacy impact assessments" for projects relating to electronic systems involving personal information, suggesting appropriate privacy measures.



Governance Committee: Risk Management Committee By-law amendment continued

The Risk Management Committee is being proposed as the CBHSSJB's "Privacy Committee" for the purposes of the Access Act. This also necessitates some adaptations of the Risk Management Committee By-law. These proposed changes have been presented to the Governance Committee on May 23, which has recommended that the Board approve them. The amendments have now been tabled, to be discussed/approved at a later meeting of the Board, after the 30-day notice period required to amend By-laws.



Governance Committee: Policy on Recognition of Employees

The Board voted to approve amendments to the Policy on Recognition of Employees.

The policy, passed in its current form in 2017, wishes to recognize CBHSSJB personnel for their contribution to the achievement of its mission, making this recognition a core element of organizational culture that could help to attract and retain committed, engaged employees. The revised Policy is streamlined to focus on CBHSSJB employee personnel (employees and managers), including doctors and dentists, while removing procedural aspects supporting the policy's implementation.



Vigilance Committee

The Board approved the Commissioners of Complaints and Quality Assurance Annual Report. The report covered

- Number of files opened and by category,
- Number of complaints, assistance, consultation and intervention
- Nature of complaints
- Complaints by community and by service
- Time to examine a complaint and close a file



- Files transferred to the Medical Examiner
- And other activities undertaken by the Commissioners of Complaints & Quality Assurance

A French translation of the report must be submitted to the Québec National Assembly by 30 September 2023 and subsequently posted on the Creehealth.org web site.



Council of Physicians, Dentists & Pharmacists (CPDP): Nominations of Physicians and Dentists

The Board approved the nomination of the following physicians and dentists for practice in Region 18. All nominations are effective until 31 December 20124. The following physicians were nominated in the Dept of Medicine:

- Dr. Cora Bellow, active member & permanent part-time occasional family physician
- Dr. Alexandra Chicoine, active member & permanent full-time plus family physician
- Dr. Alexander Jacob Hunting, active member changing from full-time to permanent part-time family physician



CPDP: Nominations of Physicians and Dentists cont.

- Dr. Mylène Veilleux, associate member & dermatologist
- Dr. Karen Wou, changing from active to associate member, Obstetrician/Gynecologist
- Dr. Sophie-Anne Bouchard, family physician, submitted her resignation effective 8 August 2023.

The following dentists were nominated in the Dept of Dentistry:

- Dr. Marie-Claude Roy, active member & permanent full-time dentist
- Dr. Stéphane Côté, associate member & replacement dentist



CPDP: Nominations of Physicians and Dentists cont.

- Dr. Jihad Jabre, associate member & replacement dentist
- Dr. Laura Camila Castro, associate member & replacement dentist
- Dr. Hassam El Hajj, associate member & replacement dentist



CPDP: 2022-2023 Annual Report

The Board approved the CPDP's Annual Report for 2022-2023. The report covered the activities of the committees of the CPDP, including the Executive Committee and all 18 of the CPDP's other committees. The CPDP Chair, the chairs of the individual committee, and the chiefs of the various departments are all responsible for contributing to this annual report.



CPDP: End of Life Care Report

The Board approved the End of Life Care Report presented by the CPDP. The report was prepared with respect to the CBHSSJB Policy Regarding End-of-Life Care and the *Act Respecting End-of-Life Care*, and will be submitted to the *Commission sur les soins de fin de vie* and posted on the CBHSSJB web site.



Council of Nurses

The Council of Nurses submitted its Quarterly Report. The report noted the Executive's new members and discussed recommendations regarding diabetes care, the Council's participation in mobile hospital meetings, and the nursing optimization audit.



Human Resources (HR) Committee: Work Attendance Management & Support Program

The Board was updated on the activities of the Work Attendance Management and Support Program from 1 May 2022 to 30 April 2023. This program, which aims to support work attendance, summarized categories of interventions, the number of interventions by community, and the type of intervention/outcome, primarily awareness meetings, but also expectations letters and special arrangements. In eleven cases, the intervention resulted in departure of the staff member.



HR Committee: Annual Training Plan

The Board approved the 2023-2024 Training Plan as presented by the HR Committee along with the budget requirements, obligations and commitments.

The training aligns with orientations 1-4 of the Strategic Regional Plan:

- Catch up with the key indicators of health and social well-being observed for the general population.
- Access quality first-line services and specialized care along the service corridors.
- Access traditional medicine and land-based healing in a timely manner.
- Consolidate the Cree succession plan and human, material, financial and information technology resources.



HR Committee: Report on Complaints Received under the Harassment Policy

The Board was updated on complaints received under the Harassment Policy. The past year has seen four admissible complaints from a total of seven complaints made, with two others still under evaluation.

Since the last update, all staff has been offered training on the Policy and Procedure to *Promote Respect and to Counter Discrimination, Harassment and Violence in the Workplace*. A total of 147 employees received the training in English; the training in has also been translated and adapted into Cree, and delivered to a further eight employees. The training will continue to be provided in English and Cree in the coming year.



HR Committee: Grievance Report (CSN & FIQ)

The Board was updated on grievances over the past fiscal year. The report summarized the nature of grievances and the topics of discussion with the *Confédération des syndicats nationaux* (CSN) and the *Fédération Interprofessionnelle de la santé du Québec* (FIQ), the two unions representing CBHSSJB employees.



HR Committee: Return-to-Work Program

The Board was updated on the Ergonomics and Return-to-Work Support Program. The update noted the number of individuals (99) and teams (7) requesting support from the program, as well as the area requiring ergonomic adaptation (primarily CPU workstations, at 71%) and the reasons for referral to the program (42% musculoskeletal and 58% mental health). It also summarized active and closed files, both for the past fiscal year and since the program's inception in September 2021.



HR Committee: HR Dashboards

The Board was updated on information from the HR Dashboards. The dashboards provide statistical summaries in a range of areas, including staffing, workforce wellness, recruitment and retention, and staff positions.



HR Committee: Health & Safety Data Update

The Board received an update on health and safety data collected from 1 April 2022 to 31 March 2023. Over this period, a total of 1977 COVID-19 files were opened. It also summarized salary insurance, CNESST and Safe Maternity Program statistics, noting that salary insurance claims were reduced in this period in comparison with the previous year, resulting in a significant cost savings.



Audit Committee: Budget Parameters & Detailed Budget

The Board approved the Budget Parameters and Detailed Budget for 2023-2024. The budget parameters and detailed budget are presented in accordance with the *Act to provide for balanced budgets in the public health and social services network*, which requires that the Board of Directors of any public institution in the public health and social services network must adopt an operating budget within three weeks of receiving an initial budget from the MSSS. The CHBSSJB received its initial operating budget on June 8 2023.



Council of Midwives: Service Contracts

The Board approved an occasional part-time service contract with Marie-Laure Vachon for midwifery services, as recommended by the Council of Midwives. This contract runs from 17th of July 2023 to 17th of July 2024.



Risk Management Committee: End-of-Year Report

The Board received the end-of-year report from the Risk Management Committee. The report summarized the committee's activities as well as statistics for incidents/accidents. The 858 incidents and accidents reported in 2022-2023 is a 11.4% increase from the previous year, primarily due to staff awareness of the importance of reporting events. This awareness results from training provided by the Risk Management team.



Risk Management Committee: End-of-Year Report

Most of the incident/accident events concerned medications (223) and laboratory (124); the “other” category (325 events) included appointment scheduling (137) and transportation (78), among other categories. Of the 858 events, six were classified as sentinel events; four had temporary consequences requiring additional care, while the other two are under investigation.



A scenic landscape featuring a calm lake reflecting the sky, surrounded by trees and a rocky shore. A large white circle is overlaid on the center of the image, containing the text 'CORPORATE SERVICES' in a bold, blue, sans-serif font.

CORPORATE SERVICES

Appointment of Board Representatives on Research Governance and Risk Management Committees

The Board of Directors passed several resolutions to appoint Board representatives to various Committees of the Board. **The Board voted to appoint Robert Auclair (Whapmagoostui) to the Research Governance Committee and the Risk Management Committee**, in both cases replacing Allan George, the previous representative from Whapmagoostui. He joins Stella Moar and Eric House on the Research Governance Committee and Stella Moar, Eric House and Christine Petawabano on the Risk Management Committee.



Appointment of Board Representatives on the Audit Committee

As the one-year term of office for current Audit Committee members Eric House, Teresa Danyluk and Stella Moar has expired, **the Board voted to re-appoint Eric House and Teresa Danyluk to the Audit Committee and to appoint Jamie Moses as the third member of this committee.**



Appointment of Board Representatives on the Administrative/HR Committee

The one-year term of office also expired for Administrative/HR Committee members Ryan Erless, Christine Petawabano, Darlene Shecapio Blacksmith and Dr. Robert Tremblay, so **the Board voted to re-appoint Christine Petawabano and appoint Nicholas Ortepi, Teresa Danyluk and Robert Auclair to the Administrative/HR Committee.**



Appointment of Vice-Chair to the Board of Directors

The Board is required to appoint its vice-chair on an annual basis, and Christine Petawabano, the current vice-chair, has served a one-year term. **The Board voted to appoint Christine Petawabano for a second one-year term as Vice-Chair of the Board of Directors.**



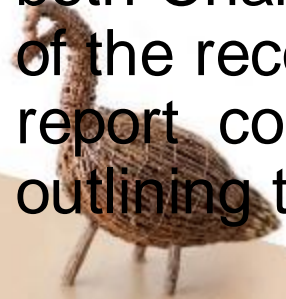
A landscape photograph of a lake at sunset. The sky is a mix of light blue and orange, reflecting on the water. The foreground is a rocky, grassy bank with some autumn-colored plants. A large white circle is overlaid in the center of the image, containing the text "STANDING ITEMS" in a bold, blue, sans-serif font.

STANDING ITEMS

Awash Uschinîchisû Shikascheimûn Commissioners

The Board received its first progress report from the Commissioners of the Awash Uschinîchisû Shikascheimûn, an initiative addressing issues with Cree youth protection. The report summarized the range of internal consultations carried out so far, primarily in Mistissini with Youth Healing Services, Youth Protection and the CMC, although, as the report notes, these consultations are not yet completed. The Commissioners have also consulted a number of previous reports and identified issues highlighted in these.

The report then identifies issues and recommendations for YHS Mistissini, both Chairperson and Executive Director agree to implement quickly some of the recommendations to be discussed at a special board meeting; the report concludes by also noting positive aspects of that program and outlining the commissioners' next steps.



Manûhîkû Update

The Board was presented with an update of the Manûhîkû Program's range of mental health services and initiatives from 1 April 2022 to 31 March 2023. This includes (among other accomplishments) sixty people receiving Applied Suicide Interventions Skills Training (**ASIST**) and another forty receiving training in the Cree version of Best Practices in Suicide Intervention; sixteen people were trained in Mental Health First Aid, and the program hired two psychologists, a psychotherapist and two PPROs. In addition, the program continued its mandate of providing mental health services across Eeyou Istchee.





**GENERAL
MANAGEMENT**

Executive Director's Mandates & Capital Projects Update

The Board was updated on the ED's mandates and on the status of the organization's capital projects. Many projects have experienced significant increases in cost due to post-pandemic inflation. Capital projects include

- the regional hospital, 80-unit transit facility, Mîniwâchihwâukimikkw/healing lodge, 9-bed mental health facility & 9-bed group home in Chisasibi;
- Elders' homes in Chisasibi & Waskaganish;
- birthing homes in Chisasibi, Mistissini & Waskaganish;



Capital Projects continued

- a 9-bed special needs facility in Eastmain;
- 40-unit transit facilities in Waskaganish and Mistissini;
- CMCs in Oujé-Bougoumou, Waskaganish & Whapmagoostui.

- A mandate is reiterated to Dr Francois Prevost, DMAS, to develop a communication strategy with the Director of Communication on generic and brand medications, and to use various means such as posters, radio announcements etc. and to provide an update at the September board meeting.



Nitumâmh Training Relaunch

The Board was updated on the relaunch of Nitumâmh training (formerly known as CBHSSJB Core Concepts), a three-day intensive training adapted from and developed in partnership with the Southcentral Foundation. Nitumâmh training, which aims to create safe spaces and foster healthy relationships with clients and fellow employees, was originally launched in November 2019 but was suspended due to COVID; micro-learning videos were made available until the program could relaunch. This relaunch took place in May 2023, and the next sessions are being planned for Fall 2023, Spring 2024 and Fall 2024.



Mîniwâchihiwâukimikw-Healing Lodge Action Plan

The Board was informed of progress on the *Mîniwâchihiwâukimikw-Healing Lodge Action Plan*. The Healing Lodge aims to develop and provide an Eeyou/Ennou land-based wellness recovery centre for addictions. The Board was updated on goals and objectives, program and service cycles, the flow of client and service processes, projected resources, structural needs, the project life cycle, and the timeline of activities and objectives for 2023-2024. The presentation also covered such issues as cultural safety, stakeholder engagement, and a communication plan.



2023-2024 Annual Action Plan

The Board voted to approve the Annual Action Plan for 2023-2024.

The action plan incorporates three “envelopes”: human resources, capital investments, and new information systems and technology. Since April 2019, a total of 315 FTEs have been developed, including approximately 83 FTEs in 2022-2023; a further 126 are planned for the coming year. The plan also addresses annual funding for capital projects and for information systems and technologies development.



Nomination of AED Nishîyû

The Board voted to approve the nomination of Lisa Petagumskum as Assistant Executive Director of Nishiyîyû Miyupimâtisiûn on a temporary full-time basis. She is nominated for a two-year term, from 31 July 2023 to 30 June 2025.



A landscape photograph of a lake at sunset. The sky is a mix of light blue and soft orange. The water is calm, reflecting the sky. The foreground is a rocky, grassy bank with some autumn-colored plants. A large white circle is overlaid in the center of the image.

ADMINISTRATION

Lodging Lease with Chisasibi Centre Inc

The Board approved a one-year lease with Chisasibi Centre for hotel rooms used as transit space. The lease runs from 1 August 2023 to 31 July 2024, with the option to renew for another year.



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MIYUPIMAATISIUN

Regional On-Call Implementation update

The Board was updated on the implementation of the regional phone on-call initiative led by the DPSQA – Health. With this program, first launched in Waskaganish in June 2022, nurses can remotely assist clients, thus reducing the on-call load in CMCs. So far 72% of issues have been resolved over the phone, with the remainder being directed to a more focused in-person treatment; a mobile nursing team also supports the program. Seven of nine communities are now using the regional on-call program, with the final two – Mistissini and Chisasibi – to be added later this summer. Initial experiences show an improved continuity of care and more efficient staffing.



Whapmagoostui Retention Program Update

The Board was updated on the Whapmagoostui Pilot Program in Retention. The program aims to enhance working conditions and benefits for permanent full-time employees in Whapmagoostui, and thus increase retention by improving community accessibility and quality of life. The program applies to nurses, managers, professionals and status 1 employees hired from over 50km away, and addresses recruitment, on-boarding, training/orientation, community integration, and other factors impacting employee satisfaction. For instance, the CMC hosted a Nurses' Week in 2023, with activities and other initiatives; the retention program has also enabled participants to maintain family ties off-territory.



CWEIA Service Agreement

The Board approved a letter of agreement with the Cree Women of Eeyou Istchee Association to support the CWEIA's development projects. The agreement calls for the CBHSSJB to contribute \$315,000 to the CWEIA. These funds will go toward supporting the CWEIA's mission to empower women through healing, culture, and local and regional economic development initiatives. It will also support the Cree Men's Association to plan and offer cultural, traditional and land-based activities for Eeyou Men.



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PIMUHTEHU

Jordan's Principle Update

The Board was updated on Jordan's Principle's experiences from 2023 and planning for the coming year. Jordan's Principle offers a child- and needs-based approach to supporting children with special needs. These supports can range from individual assessments and counselling/therapy to daycare payments, hockey schools and swimming and recreation passes. Challenges including verifying gaps in support systems, staffing, and building a transparent and flexible policy. The coming year will see continuing communication and policy-building, with a focus on communities that from a statistical perspective may need more support.



NEXT REGULAR BOARD MEETING

September 5-6-7, 2023 in Mistissini





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