

Board of Directors

Fourteenth Regular Session of the Board of Directors

Wednesday, March 21, 2018, 9:00 am

Lakeshore General Hospital

- PRESENT:** Mr. Richard Legault, President
Mr. Benoit Morin, President and CEO, and Secretary
Ms. Micheline Béland
Dr. Samuel Benaroya
Ms. Isabelle Brault, Vice-President
Ms. Nada Dabbagh
Ms. France Desjardins
Ms. Liette Lapointe (telephone)
Ms. Marianne Ferraiuolo
Mr. Rafik Greiss
Ms. Judy Martin
Ms. Maya Nassar
Ms. Caroline Storr-Ordolis
Mr. Gary Whittaker
- ABSENT:** Ms. Claudette Allard
Dr. Nebojsa Kovacina
Dr. Suj Sivaraman
Mr. Marcel Villeneuve
- GUESTS:** Ms. Brigitte Auger, Director of
Intellectual Disability, Autism Spectrum Disorder and Physical Disability Programs
Mr. Yvan Carbonneau, Director of Information Resources and Biomedical Engineering
Ms. Daniela Candido, Director of Logistics
Ms. Beverley-Tracey John, Interim Director of Nursing
Mr. Jean-Francois Miron, Director of Human Resources, Communications
and Legal Affairs
Dr. Nadine Larente, Director of Professional Services
Nelea Lungu, Director—Executive Office and Continuous Improvement
Ms. Lynne McVey, Associate President and CEO
Ms. Katherine Moxness, Director of the Youth Program
Mr. Martin Ouellet, Director of Technical Services
Ms. Sophie Ouellet, Director of Multidisciplinary Services
Ms. Renée Proulx, Delegated Directorship, Academic Affairs, Education and
Research
Ms. Marie-Claire Richer, Associate Executive Director
Ms. Marie-Thérèse Rostaing, Senior Advisor to the Office of the President and CEO
Ms. Dalia Toledano, Delegated Directorate for Access, Populational Responsibility, and
Partnerships

1. Preliminary Matters

1.1. Opening of the Session and Determination of Quorum

The session is presided over by Mr. Richard Legault, who welcomes everyone to the fourteenth Regular Session of the Montréal West Island IUHSSC Board of Directors. The session was opened at 9:04 am.

1.2. Adoption of the Agenda for the 13th Ordinary Session of the Board of Directors of 21/03/2018.

RESOLUTION: CIUSSS-CA-2018-14-01

BE IT RESOLVED THAT the Board of Directors unanimously adopts the agenda for the fourteenth regular meeting of the Board of Directors on Wednesday, March 21, 2018, with the observation on the part of the Board president that point 4.2, Committee to follow up on the development of the President and CEO, will be discussed under point 7.0 in closed proceedings.

1.3. President of the Board's Message

Mr. Richard Legault informs the members of the board about administrative news concerning the following:

- Process for appointing members of the Montréal West Island IUHSSC Board of Directors;
- The appointment of Ms. Line Robillard as interim Service Quality and Complaints Commissioner;
- The February 26, 2018, meeting between Minister Gaétan Barrette and the presidents of the Board presidents.

1.4. Question Period

The President of the Board of Directors informs the Board that no member of the public has raised questions during the regulatory questions period.

The President invited the Director of Human Resources, Communications and Legal Affairs (HRCLAD) to provide an update on the actions taken since January 31, 2018, in response to questions put forward during the question period of the regular meeting of the board of directors of January 31, 2018.

1.5. Adoption of the Minutes

1.5.1. Adoption of the Agenda for the 10th Ordinary Session of the Board of Directors of January 31, 2018.

RESOLUTION: CIUSSS-CA-2018-14-02

BE IT RESOLVED THAT the Board of Directors unanimously adopts the agenda for the thirteenth regular meeting of the Board of Directors on January 31, as proposed, with the correction that Ms. France Desjardins was present at the meeting.

1.5.2. Adoption of the Minutes for the Special Session of the Board of Directors of February 6, 2018.

RESOLUTION: CIUSSS-CA-2018-14-03

BE IT RESOLVED THAT the Board of Directors unanimously adopts the agenda for the extraordinary meeting of the Board of Directors on February 6, 2018, as proposed.

1.5.3. Adoption of the Minutes for the Special Session of the Board of Directors of February 12, 2018.

RESOLUTION: CIUSSS-CA-2018-14-04

BE IT RESOLVED THAT the Board of Directors unanimously adopts the agenda for the extraordinary meeting of the Board of Directors on February 12, 2018, as proposed.

2. Strategic Affairs

2.1. Presentation: Update on the Evolution of the Montréal West Island IUHSSC

Mr. Benoit Morin informs the members of the Board of Directors about administrative news concerning the following Montréal West Island IUHSSC files:

- The six major project vectors that are key to the advancement of the Montréal West Island IUHSSC, namely:
 - The addition of 2 storeys to St. Mary's Hospital Center
 - The upgrade of the Lakeshore General Hospital Emergency Room
 - The transformation of long-term care facilities and the renewal of infrastructures.

3. Routine Proceedings

3.1. Process for the appointment of members of the Montréal West Island IUHSSC Board of Directors;

The president informs the Board members that the membership renewal process is in progress; members will be informed of the voting results for those positions allocated to the professional orders of the Montréal West Island IUHSSC.

4. Committee Reports

4.1. Evaluation Committee of the Complaints and Service Quality Commissioner

As president of the committee, Mr. Richard Legault reports on the meeting held on January 25, 2018, concerning:

- Review of approved objectives and competencies;
- The members of the committee expressed to the Service Quality and Complaints

Commissioner their great satisfaction with the evolution of skills and objectives, which exceeds expectations;

- The members of the committee recognize the Commissioner's mobilizing leadership of her effective and competent team and her facilitative approach for all branches in the Montréal West Island IUHSSC.

The Commissioner has agreed to act as interim chair for Québec's regional complaint and quality of service commissioners. We congratulate Ms. Sarah-Beth Trudeau on this positive initiative.

4.2. Committee to follow up on the development of the President and CEO

4.2.1. Report from the President on the advancement of the committee's works

This point was discussed in closed proceedings.

4.3. Committee on Populational Responsibility and Partnerships

4.3.1. Report from the President on the advancement of the committee's work

As president of the committee, Ms. France Desjardins reports on the meeting held on February 7, 2018, concerning:

- The presentation by the Delegated Directorate for Access, Populational Responsibility, and Partnerships;
- The committee's role, mandate, and the working plan in development;
- A new project concerning the Centre of Excellence in Citizen Partnerships. A concept being developed at the Montréal West Island IUHSSC.

4.3.2. Meeting Minutes from October 25, 2017

Ms. France Desjardins gave a brief summary of the report tabled.

4.3.3. Mandate of the Populational Responsibility and Partnerships

RESOLUTION: CIUSSS-CA-2018-14-05

GIVEN the mandate of the Populational Responsibility and Partnerships Committee was approved by the members of this committee at the meeting of February 7, 2018;

GIVEN the recommendation of Ms. France Desjardins, president of the Committee on Population and Partnerships, to approve the draft terms of reference as tabled;

BE IT RESOLVED THAT the Board of Directors adopts the mandate of the Populational Responsibility and Partnerships Committee as tabled.

4.4. Governance, Ethics, Human Resources and Administration Committee

4.4.1. Report from the President on the advancement of the committee's works

In lieu of committee president Mr. Marcel Villeneuve, Ms. Isabelle Brault reports on the meeting held on February 1, 2018.

- Presentation of the organizational dashboard, as per recommendations;
- Presentation of the draft mandate of the integrated human resources component within the mandate of the Governance, Ethics, Human Resources and Administration Committee to the members of the Board of Directors;
- Information on the process for the appointment of elected members to the Board of Directors, which ends March 26, 2018;
- Some members of the Board of Directors to express their concern regarding the integration of the human resources component into the Governance, Ethics, Human Resources and Administration Committee. They feel that this committee already has several mandates and that the latter should be treated separately.

4.4.2. Minutes from the meetings of November 20, 2017, and the special session of January 24, 2018

Ms. Isabelle Brault gave a brief summary of the meetings.

4.5. Audit Committee

4.5.1. Report from the President on the advancement of the committee's works

As president of the committee, Mr. Rafik Greiss reports on the meeting held on February 26, 2018.

- Information security, specifically the 2016–2017 report and the 2017–2018 action plan that the Board of Directors must receive and endorse;
- Once the 2018–2019 budget is approved by the Ministry, the Audit Committee will present it at the following meeting of the Board of Directors.

4.5.2. Meeting Minutes from January 22, 2018

Mr. Rafik Greiss gave a summary of the report tabled.

4.5.3. Financing Authorization Request (Operational Funding)

RESOLUTION: CIUSSS-CA-2018-14-06

GIVEN THAT the Montréal West Island University Integrated Health and Social Services Centre (IUHSSC) is a public institution constituted under the Act to modify the organization and governance of the health and social services network, in particular by abolishing the regional agencies (Chapter O-7.2) [hereafter, "the Act"];

WHEREAS a loan is required to cover the liquidity needs of the Montréal West Island CIUSSS through September 30, 2018;

GIVEN THAT the accumulated deficit of: \$65,316,950 on March 31, 2017 (IUHSSC), accounts receivable of: \$5,919,975 for the balance of the accumulated deficit on April 1, 2008, borne by the MSSS. \$71 236 925;

The analysis of our cash requirements shows a loan of \$ 74M is needed.

GIVEN THAT the institution's loans expire on March 31, 2018;

GIVEN THAT the file was recommended by the Audit Committee;

BE IT RESOLVED that the Board of Directors unanimously authorizes the institution to file a financing authorization request with the *Ministère de la Santé et des Services Sociaux* to cover operating expenditures of up to \$77,100,000, renewable and valid from April 1, 2018, through 30 September 2018.

4.5.4. Annual review of information security for the year 2016–2017 and the status of the information security action plan for the year 2017–2018

RESOLUTION: CIUSSS-CA-2018-14-07

WHEREAS the Information Security Management Framework requires that a report on the application of the information security policy in 2016–2017 be submitted to the Board of Directors;

WHEREAS the Information Security Management Framework requires that an action plan on information security for 2017–2018 be adopted by the Board of Directors;

GIVEN THAT the file was presented to the members of the Audit Committee;

WHEREAS the file was recommended by the Audit Committee;

BE IT RESOLVED THAT that the Board of Directors of the Montréal West Island IUHSSC adopt the annual report on the application of the information security policy for 2016–2017 and have received the action plan on information security for 2017–2018.

4.6. University Affairs Committee

4.6.1. Report from the President on the advancement of the committee's work

As president of the committee, Dr. Samuel Benaroya reports on the meeting held on March 7, 2018, concerning:

- Reflection on the issue of the Academic Affairs, Teaching and Research Directorate and its role in promoting the academic vision of the Montréal West Island IUHSSC;
- The project to submit the committee's action plan to the Board of Directors;
- The IUHSSC's research centres are active with, among other things, strategic planning and the election of a Scientific Director;
- The agreement with the *Fédération des médecins spécialistes du Québec* (FMSQ) and the Minister concerning the appointment of physicians and the requirements set out in Bill 130;
- The negotiations underway between the Minister and the residents and physicians of Québec.

4.6.2. Meeting Minutes from October 11 and December 6, 2018

Dr. Samuel Benaroya gave a brief summary of the report tabled.

4.6.3. Nominations to the Research Ethics Committee of the Douglas Mental Health University Institute;

RESOLUTION: CIUSSS-CA-2018-14-08

GIVEN THAT in accordance with the *ministre de la Santé et des Services sociaux* circular concerning the conditions of practice for Research Ethics Committees under Section 21 of the Civil Code, the Board of Directors has the responsibility for appointing or removing members of Research Ethics Committees;

GIVEN the recommendation of the Research Ethics Committee of the Douglas Mental Health University Institute;

BE IT RESOLVED that the Board of Directors unanimously adopts the following renewals:

- TRAKADIS, Yannis, MD MSc FRCPC FCCMG, physician and geneticist, as an alternate scientific member, to the Research Ethics Committee of the Douglas Hospital Research Centre, for a renewable term of three (3) years;

4.6.4. Renewal of the scientific mandate of the Research Ethics Committee (REC) of St. Mary's Research Center and the president of the REC

RESOLUTION: CIUSSS-CA-2018-14-09

GIVEN THAT in accordance with the *ministre de la Santé et des Services sociaux* circular concerning the conditions of practice for Research Ethics Committees under Section 21 of the Civil Code, the Board of Directors has the responsibility for appointing or removing members of Research Ethics Committees;

GIVEN the recommendation of the Research Ethics Committee of St. Mary's Hospital Center;

BE IT RESOLVED that the Board of Directors adopts the renewal of Dr. Julie St-Cyr as a scientific member of the Research Ethics Board of the St. Mary's Hospital Center and REB president, for a term ending December 31, 2018.

4.6.5. GIVEN the recommendation of the Research Ethics Committee of St. Mary's Hospital Center;

RESOLUTION: CIUSSS-CA-2018-14-10

GIVEN THAT in accordance with the *ministre de la Santé et des Services sociaux* circular concerning the conditions of practice for Research Ethics Committees under Section 21 of the Civil Code, the Board of Directors has the responsibility for appointing or removing members of Research Ethics Committees;

GIVEN the recommendation of the Research Ethics Committee of St. Mary's Hospital Center;

BE IT RESOLVED that the Board of Directors unanimously adopts the following renewals:

- Dr. Jessica Kovitz-Lensch, as an alternate ethicist member of the Research Ethics Board of the St. Mary's Hospital Center
- Dr. Victoria Mandilaras, as a regular scientific member (oncology) of the Research Ethics Board of the St. Mary's Hospital Center

4.7. Directorate Management Committees of the Montréal West Island IUHSSC

4.7.1. Report from the President on the advancement of the committee's work

As president of the committee, Ms. Micheline Béland reports on:

- Various meetings with members of the staff;
- The preparation of the annual report;
- Telephone meetings with other CUCI presidents;
- Various meetings with other user committees, parents, or advisory groups;
- The discussion group held on March 5, 2018, at Grace Dart;
- Establishment of a new Users' Committee at Ste. Anne's Hospital.

5. Medical Affairs

5.1. Report from the Director of Professional Services

Mr. Richard Legault informs the members of the board about administrative news concerning the following:

- The agreement with the *Fédération des médecins spécialistes du Québec (FMSQ)* and the *Fédération des médecins omnipraticiens du Québec (FMOQ)* concerning the standardization of physician privileges by May 10, 2018, as per the requirements set out in Bill 130;
- The obligation on institutions granting certain accesses to doctors. The CPDP sign their commitments concerning their privileges for all physicians by 10 May 2018;
- The Challenge: respecting departmental regulations as well as those of the CPDP. The regulations for the use of resources will be adopted by the Board of Directors at a later date;
- Revision of all departmental bylaws to integrate them into the IUHSSC;

5.2. Update to the list of authorized RAMQ signatories

RESOLUTION: CIUSSS-CA-2018-14-11

GIVEN THAT that billing requests from physicians made to the RAMQ must be authorized by a person duly mandated by the Montréal West Island IUHSSC;

GIVEN THAT it is the responsibility of the signatory of the payment authorizations to verify and validate the billing information;

BE IT RESOLVED the Board of Directors adopts the addition of the following doctors to the list of signatories authorized to attest on behalf of the Montréal West Island IUHSSC to the accuracy of the payment requests submitted to the RAMQ for services rendered by doctors:

- Dr. Catherine Duong, Chief—Family Medicine;
- Dr. Mathieu Walker, Chief—Cardiology Division, St. Mary's Hospital Center
- Dr. Samara El Tarazi, Chief—Pediatrics Department; Montréal West Island IUHSSC.

5.3. Staffing of Physicians, Dentists, and Pharmacists

WHEREAS the Executive Committee of CPDP of the Montréal West Island IUHSSC, at its meetings of February 8 and March 8, 2018, recommended the following nominations, sabbaticals, maternity leaves, and resignations:

Sabbaticals & Resignations

Last Name	Specialty	STATUS	PRIMARY INSTALLATION
Dr. Parissa Charghi	Family Medicine	Active	St. Mary's Hospital Center
Dr. Jihane Cherkaoui	General Surgery	Active	Hôpital de LaSalle
Dr. Karine Dahl	Internal Medicine	Active	Hôpital de LaSalle
Dr. Luce Lajoie	Family Medicine	Active	CLSC de LaSalle
Dr. Nathalie Laporte	Obstetrics-Gynecology	Active	Hôpital de LaSalle
Dr. Horace Laryea	Oncology	Active	Lakeshore General Hospital
Dr. Kim-Anh Nguyen	Pediatrics	Active	St. Mary's Hospital Center
Dr. Marie-Andrée Ouimet	Psychiatry	Active	St. Mary's Hospital Center
Dr. Marie-Chantal Piché	Family Medicine	Active	Ste. Anne's Hospital
Dr. Normand Pilon	Psychiatry	Active	Lakeshore General Hospital

After discussion, the resolutions numbered **CIUSSS-CA-2018-14-12 through 21** are adopted unanimously on a motion duly supported. They are available in annex and are considered a component of this document.

5.4. Update to the list of authorized RAMQ signatories

RESOLUTION: CIUSSS-CA-2018-14-22

GIVEN that the ministerial plan for the Montréal West Island IUHSSC does not include an Oncology Department;

GIVEN that oncological services are in great demand to meet the needs for the population covered

by the Montréal West Island IUHSSC;

GIVEN that an Oncology Department already exists at St. Mary's Hospital;

GIVEN the intention of the Director of Professional Services to propose to the Board of Directors of the Montréal West Island IUHSSC that they request an exemption from the *Sous-ministre à la Direction générale des services hospitaliers et de la médecine universitaire* (DGSHMU) so that an Oncology Department can be established within the Montréal West Island IUHSSC;

GIVEN that the members in attendance for the CPDP Executive Committee meeting of February 8, 2018, recommend and unanimously support the request for an exemption to establish an Oncology Department within the Montréal West Island IUHSSC;

BE IT RESOLVED that the Board of Directors adopts the request for an exemption from the *Sous-ministre à la Direction générale des services hospitaliers et de la médecine universitaire* (DGSHMU) so that an Oncology Department can be established within the Montréal West Island IUHSSC.

6. Tabling of Documents

- 6.1. The CPDP Designation Certificate
- 6.2. Invitation to the annual CLSC LaSalle and Pierrefonds Breakfast;
- 6.3. Invitation to Directors' Day at Camp Weredale.

7. Closed Proceedings

7.1. Committee to follow up on the development of the President and CEO

7.1.1. Report by the President on the meeting of March 12, 2018

8. Adjournment

There being no other business, the meeting adjourned at 12:00.

Richard Legault, President

Benoit Morin, Secretary