

## **Leadership Council Public Meeting**

**May 2, 2019**

**Explorer Hotel – Katimavik Room A**

**Yellowknife, NT**

### **Minutes**

#### **PRESENT:**

- Mr. Jim Antoine, Chairperson
- Ms. Ethel-Jean Gruben, Vice Chairperson
- Ms. Gina Dolphus, Sahtu Regional Wellness Council
- Mr. Brian Willows, Hay River Health and Social Services Authority
- Mr. Ted Blondin, Tlicho Community Services Agency
- Ms. Patricia Schaefer, Fort Smith Regional Wellness Council
- Ms. Ruby Simba, Dehcho Regional Wellness Council
- Ms. Nancy Trotter, Yellowknife Regional Wellness Council
- Mr. Bruce Cooper, Deputy Minister Health and Social Services
  
- Ms. Sue Cullen, NTHSSA CEO
- Ms. Melanie Murphy, Senior Advisor - Governance

#### **GUEST PRESENTERS:**

- Ms. Sheila Silva, Chief Financial Officer
  - Ms. Joanne Engram, Director, Health Services
  - Ms. Jennifer Snodgrass, Territorial Manager, Primary Care
  - Ms. Kyla Kakfwi-Scott, Project Lead, Primary Health Care Reform Initiative
  - Ms. Sabrina Boardhead, Director, Indigenous Health and Community Wellness
  - Ms. Karen Blondin-Hall, Senior Advisor, Indigenous Health
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#### **1.0 Call to Order**

This meeting called to order at 8:34 AM.

- a) Ms. Gina Dolphus led the Leadership Council in an opening prayer.
- b) The Chairperson welcomed everyone to the meeting.

- c) The safety overview was provided by Melanie Murphy, Senior Advisor – Governance.
- d) The Chairperson asked for those in attendance to introduce themselves. There was no one on the phone at this time.
- e) There were no conflict of interest declarations for this meeting.

## 2.0 Agenda/Action Items/Minutes

### a) Review/Approve Previous Meeting Minutes

The Leadership Council reviewed the minutes from the December 6, 2018 and February 26, 2019 meetings.

From the December 6, 2018 minutes, the Leadership Council further discussed:

- Shingles Vaccine – it is the belief of the council that the vaccine should be covered, free of charge, for residents of the Northwest Territories. Many residents cannot afford the cost of the vaccine. In addition, the healthcare costs of treating patients with shingles are greater than the cost of the vaccine. The Leadership Council committed to bring this up during the upcoming meeting with Minister Abernethy.
- Diabetes – prevalence in the Northwest Territories is increasing. This is a major cause of long term health problems. Screening can now be done for people with a family history of diabetes and also those people over 50 years of age. If caught in the early stages, diabetes can actually be reversed. This continues to be high on the list of priorities.
- Barriers in Job Descriptions – the NTHSSA is currently looking at ways to remove barriers in job descriptions that impede northern residents from being successful in competitions.

On a motion duly moved and seconded, the Leadership Council of the Northwest Territories Health and Social Services Authority approved the December 6, 2018 meeting minutes, as amended.

**Motion: Ted Blondin**

**Second: Patricia Schaefer**

**LC19/05-001 – Carried Unanimously**

On a motion duly moved and seconded, the Leadership Council of the Northwest Territories Health and Social Services Authority approved the February 26, 2019 meeting minutes, as presented.

**Motion: Brian Willows**

**Second: Gina Dolphus**

**LC19/05-002 – Carried Unanimously**

### **b) Review/Approve Agenda**

Due to the availability of Minister Abernethy, the agenda changed slightly. The meeting with Minister Abernethy changed to 10:00 and the presentation on Relationship Based Care Project and the Cultural Safety Action plan moved to 1:30p.m.

On a motion duly moved and seconded, the Leadership Council of the Northwest Territories Health and Social Services Authority approved May 2, 2019 agenda, as amended.

**Motion: Nancy Trotter**

**Second: Ruby Simba**

**LC19/05-003 – Carried Unanimously**

### **c) Review Action Items List**

The Leadership Council reviewed the action items list and discussed items on the list. In particular, they discussed the need for people who have experience with addictions to be involved in treatment options. They identified the need to have options available that are region specific. The Leadership Council also discussed the need for drug and alcohol workers to be reinstated in regions where the need is high. They also expressed intent to bring this up during the meeting with Minister Abernethy.

## **3.0 Quality Report – Cancer Care**

Ms. Joanne Engram, Director, Health Services and Ms. Jennifer Snodgrass, Territorial Manager Primary Care attended to present on the success in the area of cancer care.

In the Northwest Territories, there is heavy reliance on opportunistic screening meaning that initiated through patient request or doctor referral as a result eligible and at-risk participants whose cancers may have been detected at earlier and treatable stage, are missed.

The majority of primary care providers are locum physicians or community health nurses who do not have the capacity based on the duration of their short contracts to maintain the case management requirement for coordinating a cancer screening episode- from offering a particular screening test and following it through to diagnosis and treatment. This often requires referrals and appointment coordination within a nationally defined time frame.

Through funding from the Canadian Partnership Against Cancer (CPAC), the NTHSSA is in the early-stages of operationalizing a Territory-wide cancer navigation program. However, funding for this role is not core-funded and will need financial support to ensure the sustainability and growth of this program past 2022.

There is no formal organized Territorial-wide breast cancer screening program. Breast cancer is the second leading cause of cancer-related death in NWT women. There are three sites offering mammography services in a non-standardized manner. An excellent screening program is offered to the Yellowknife catchment area and through a memorandum of understanding to Tłı̄ch̄o residents. Residents within the Yellowknife catchment area can self-refer to mammography if they have a primary care provider, receive result letters, reminder phone calls and coordination of further diagnostic testing and biopsy if required. This program offers a tremendous service to a small catchment area that should be expanded and available to all individuals, regardless of geographical location. This will improve upon the health inequities that exist in our smaller communities.

There is no Territorial Screening Program for colorectal cancer. In the summer of 2018, the screening test for colorectal cancer called the "Fecal Immunochemical Test" or "FIT" was changed from a three-day, three-step test to a one-step test. However, that change did not yield the expected increase in participants. In the Northwest Territories we are underperforming, screening approximately 25% of eligible participants for

colorectal cancer. The national target is 60%. In addition to these challenges, there have been numerous reviews of endoscopy services throughout the Territory, which have identified significant issues with pathology reconciliation and discrepancies between services in Hay River, Inuvik, and Stanton Territorial Hospital. A Territorial Organized screening program will invite all eligible individuals within the NWT for screening, track their results and ensure that they receive necessary follow-up within the nationally identified time period. This will lead to earlier stages of colorectal cancer diagnosis improving mortality and morbidity for NWT residents.

Most of the excellent work completed to date within the NWT has been led by the NWT Department of Health & Social Services (DHSS). This work focused on raising public awareness and capturing the stories of cancer survivors and family members impacted by cancer. As a result of system transformation, the NWT is now in a position to focus on the operationalization of health care delivery of cancer services across the cancer pathway. Organized cancer screening programs are a much needed and essential component of system improvement for Northwest Territories residents.

Colorectal cancer and breast cancer screening programs were identified as priority programs to focus on during the 2016 Northwest Territories cancer screening stakeholder meeting. Lessons-learned and best practices from these program roll-outs will be leveraged to include a territorial cervical cancer screening.

Following the presentation, members discussed possibility of having this presentation for Regional Wellness Council meetings. They will work with each region to set this up.

#### **4.0 Relationship Based Care Project and Cultural Safety Action Plan**

In August 2018, a presentation was made to Leadership Council about the Nuka system of care developed by Alaska's Southcentral Foundation. The presentation put forward recommendations from the NWT delegation that travelled to Alaska in June 2018 for how a similar model might be implemented in the NWT.

The Leadership Council, in its August 15, 2018 meeting, unanimously voted to support the NWT health and social services system direction to redesign the care system towards a team and relationship based approach that is driven through community feedback and data and built upon a foundation of trust, cultural safety, and shared outcomes.

Work has continued to formalize the Primary Health Care Reform initiative and advance the overarching goals of relationship based care and cultural safety within the health and social services system. Leadership Council feedback will be sought regularly as the initiative moves forward.

The Cultural Safety Action Plan is underway with training scheduled for employees in the coming months. This is a 2 year action plan with many ambitious goals. Planning is ongoing to fulfill the objectives. Leadership Council will get regular updates with the next begin at the August 2019 meeting.

## **5.0 Quarterly Financial Update**

Sheila Silva, the Chief Financial Officer, provided the quarterly financial update to the Leadership Council. The update included:

- A recap of the 2019-2020 Proposed Budget;
- 2019-2020 Approved Budget
- 2019-2020 Finance Priorities

The Leadership Council also reviewed the finance priorities for 2019-2020:

- Review and update staffing models and organizational structure;
- Align program revenues and expenses;
- Implement a zero-based review of program budget requirements;
- Identify core and non-core programs and financial implications of adjustments to these programs;
- Review contracts to identify savings as a result of consolidation;
- Review historic funding agreements and models for opportunities to update funding levels;
- Identify costs for which there is no source of revenue; and
- Prepare a multi-year transition plan to achieve the updated organizational structure.

## 6.0 Governance-Accreditation Preparation Update

The Leadership Council received an update on progress made on the Governance Standards in preparation for the Accreditation survey in September 2019. It is anticipated the majority of the Governance Standards will be complete at the August 2019 meeting. The Leadership Council passed two motions regarding training:

On a motion duly moved and seconded, the Leadership Council of the Northwest Territories Health and Social Services Authority approved Quality and Patient Safety Training at the June 2019 meeting.

**Motion: Ruby Simba**

**Second: Ted Blondin**

**LC19/05-003 – Carried Unanimously**

On a motion duly moved and seconded, the Leadership Council of the Northwest Territories Health and Social Services Authority approved Ethics Training for the August 2019 meeting.

**Motion: Ruby Simba**

**Second: Ted Blondin**

**LC19/05-004 – Carried Unanimously**

## 7.0 Vice Chairperson Appointment

In 2016, the Leadership Council appointed a Vice Chair, in the resolution at that time, the Vice Chair was appointed for a one year term. Since that time, no reappointment or appointment of a different individual has taken place. The Leadership Council discussed the Vice Chairperson position at this meeting.

On a motion duly moved and seconded, the Leadership Council of the Northwest Territories Health and Social Services Authority reappointed Ethel-Jean Gruben as the Vice Chairperson of the Leadership Council for a one year term beginning May 2, 2019 and expiring May 1, 2020.

**Motion: Gina Dolphus**

**Second: Nancy Trotter**

**LC19/05-005 – Carried Unanimously**

## 8.0 Committee Member Appointment

At the May 2019 meeting, the Leadership Council approved Terms of Reference for the newly formed Committees. At a previous meeting, members were appointed to the Governance and HR Committee. These members are Jim Antoine, Ethel-Jean Gruben, Ted Blondin and Bruce Cooper. The Committees will begin meeting in June 2019, at this meeting they appointed members to the Quality and Finance Committees.

On a motion duly moved and seconded, the Leadership Council of the Northwest Territories Health and Social Services Authority appointed Nancy Trotter, Gina Dolphus and Jim Antoine to the Quality Committee.

**Motion: Ted Blondin**

**Second: Ethel-Jean Gruben**

**LC19/05-005 – Carried Unanimously**

On a motion duly moved and seconded, the Leadership Council of the Northwest Territories Health and Social Services Authority appointed Brian Willows, Ruby Simba and Patricia Schaefer to the Finance Committee.

**Motion: Ted Blondin**

**Second: Ethel-Jean Gruben**

**LC19/05-006 – Carried Unanimously**

## 9.0 Report from the Chairperson

Jim Antoine, Leadership Council Chairperson, provided an update on his activities during the time since the last meeting.

During the discussion, it was identified there needs to be a flow of information created for information going from the Leadership Council Chair to the Regional Wellness Councils.

## 10.0 In Camera Meeting – Minister Abernethy

The Leadership Council hosted an in camera session with Minister Abernethy, the Minister Responsible for Health and Social Services.

### **11.0 Report – Chief Executive Officer**

The CEO provided the regular quarterly update on operations at the NTHSSA. Items included in the report provided updates on many items, including:

- NTHSSA Operational Plan;
- Governance;
- RWC Communication;
- Accreditation Canada Update;
- Cultural Safety Action Plan;
- Physician Workforce;
- Child and Family Services; and
- Mental Health and Addictions.

### **12.0 Report – Deputy Minister, Health and Social Services**

The Deputy Minister, who is an ex-officio member of the Leadership Council, provided an update on key departmental initiatives including:

- Child and Family Services Quality Improvement Plan;
- Home Care Review;
- Poverty Reduction Actions;
- Mental Wellness and Addictions Recovery Action Plan; and
- Medical Travel Policy Changes.

### **13.0 Regional Wellness Council Reports:**

The Leadership Council received reports from five of the regional councils at this meeting. These councils held meetings since the last Leadership Council meeting and had updates to provide.

For the next meeting, the template for reporting will be modified to make the reports and items brought forward at a higher level dealing with system-wide issues.

### **14.0 Leadership Council Evaluation**

The Leadership Council completed the meeting evaluation forms and submitted to Melanie Murphy for tracking.

### **15.0 Closing Prayer**

Ms. Gina Dolphus led the Leadership Council in a closing prayer.

## Adjournment

- The Leadership Council made a motion to formally end its business and close its meeting at 4:56PM.

On a motion duly moved and seconded, the Leadership Council of the Northwest Territories Health and Social Services Authority closed its May 2, 2019 meeting.

**Motion: Patricia Schaefer**

**Second: Ted Blondin**

**LC19/05-005 – Carried Unanimously**



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Chairperson Approval Signature:

2019-06-26

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Date: