

**PEI French Language Health Services Network
EXECUTIVE COMMITTEE**

**January 17, 2006 at 5:30 p.m.
Centre Belle-Alliance**

Minutes

Present:

Donald DesRoches	Government Co-Chair
Johanne Irwin	Health care professional representative
Claude Blaquière	Acting Community Co-Chair
Lizanne Thorne	Société Saint-Thomas-d'Aquin representative

Absent:

Employees:

Julie G. Gilman	PEIFLHSN Coordinator
Karen Langevin	PEIFLHSN Assistant Coordinator

Vacant positions: Governmental representative

1. Call to order

Donald DesRoches chaired the meeting and welcomed participants.

2. Adoption of the agenda

Claude Blaquière motioned to adopt the agenda, which Johanne Irwin seconded. The agenda was adopted as is.

Adopted

3. Reading and adoption of the minutes of the last meeting

Lizanne Thorne motioned to adopt the minutes of the last meeting with some grammatical corrections to points 6, 7 and 8. Claude Blaquière seconded the motion.

Adopted

4. Follow-up to the minutes of the last meeting

a. Meetings with the SSF (item 4c)

Donald DesRoches gave a summary of the last meeting of the SSF board of directors. He said that the SSF will send the CNFS work plan for Phase III to the networks for their comments. Claude Blaquière said that the SSF cannot participate in Phase III (funding from 2008 to 2013) unless the Department of Education sends a letter to the CNFS before mid-February stating that the province intends to grant the SSF post-secondary educational institution status. Therefore, the CNFS is requesting that the

Société éducative submit its needs for Phase III (2008-2013) before mid-June. This will only be possible with the cooperation of the Department of Health.

b. Health Living Strategy (item 4a)

Julie Gilman said that the PEIFLHSN sent a letter to the provincial Healthy Living Strategy committee with recommendations about the committee structure. A meeting of the Strategy's members is planned for next week to discuss this matter. Donald DesRoches said that the PEI Active Living Alliance director asked him whether the Network wished to sit on its board of directors. Donald DesRoches suggested waiting for the final decision from the Health Living Strategy committee before he brings this up with the Network.

c. Frame of Reference (item 6)

The members suggested the following changes to the Frame of Reference:

- 1) Community members should be selected "following a public call for nominations" instead of "during a public forum"
- 2) Under "Member's mandate", replace "renewable once" with "renewable"

These changes will be incorporated into the Frame of Reference, which will be voted on at the next Network meeting.

It should be noted that Claude Blaqui re and Lizanne Thorne were both named by their boards of directors to represent their organizations on the Network.

5. New business

a. Representation

i. Call for nominations and election

After issuing a call for nominations, we received enough nominations to fill four community positions. Lizanne Thorne, Chair of the nomination committee, will present the nomination report to the Network during the elections to be held on January 31, 2006.

The community co-chair and governmental representative for the Executive Committee will also be selected at the Network meeting on January 31, 2006.

ii. Governmental representation

Julie Gilman gave the names of the governmental representatives and said that she is still waiting for the name of a Social Services and Seniors representative.

Julie will look after the orientation sessions of these new representatives.

b. Finance and reports

i. 3rd quarter reports

Karen Langevin presented the quarterly reports.

ii. 2003-2004 Audit

Karen Langevin said that following discussions between the SSF, the Network and the SSTA in 2004, the firm Grant Thornton began to audit the 2003-2004 financial statement. Since then, the Network realized that the audit was not necessary and asked Grant Thornton to halt the audit and to send an invoice for their work.

MOTION BY JOHANNE IRWIN, SECONDED BY LIZANNE THORNE: THAT THE NETWORK ASK GRANT THORNTON TO PROVIDE PROOF OF THE WORK DONE BEFORE PAYING THE INVOICE.

ADOPTED

iii. Service contracts

Karen Langevin said that the Network signed three service contracts that expire on March 31, 2006. Réjeanne Arsenault will be responsible for entering the data into Simply Accounting, Louise Daigle will look after formatting the final Setting the Stage report and Simone Pineau will be responsible for the administrative tasks.

iv. Health insurance, employer portion

The Executive Committee members asked Karen Langevin to leave the room for the next two points. See the minutes of the closed meeting.

c. PHCTF projects

i. “Ta Santé” Web site

The Network signed a contribution agreement with the SSF for the amount of \$58,150. The project consists of creating a Web site that includes a directory of French-language services, health resources and Intranet tools.

ii. Phase II projects

Julie Gilman said that there are funding opportunities for Phase II (2006-2007) of the PHCTF projects. There could be a total of \$3.5 million in funding for all the networks. She also said that the SSF is expecting to receive \$2.5 million for Phase II of *Setting the Stage*. The criteria for this funding are not known.

d. Public forum - Setting the Stage report release

Since the government is not in a period of expansion, the members said they are concerned that a public forum, with ministers and the community, could adversely affect approval of the final report by the Department of Health. Donald DesRoches suggested that the Network co-chairs request a meeting with the two department ministers to present the final report and inform them of the Network's obligation to announce the government's commitment to the community before the end of March.

Julie Gilman will prepare a draft letter for the co-chairs and will organize the meeting.

e. **Operational priorities**

Karen Langevin said that the Network must present a 2006-2007 operational plan to the SSF before the end of March. She suggested that the Network organize a strategic planning session for its members and hire a consultant to organize or lead the session. Everyone agreed with this suggestion.

6. **Other**

Nothing to add.

7. **Next meeting**

The date of the next meeting will be determined after the meeting with the ministers is held.

8. **Adjournment**

The meeting was adjourned at 8:00 p.m.