



Tłı̨chǫ Community Services Agency Board Meeting
Whatì Council Chambers, Whatì – March 10, 2020
Bush Pilot Room, Explorer Hotel – March 11-12, 2020
MINUTES

In Attendance: Ted Blondin – Chairperson
 Alex Nitsiza – Vice Chairperson and Whatì Representative
 Janita Etsemba – Behchokò Representative (March 11-12, 2020)
 Henry Gon – Gametì Representative
 Noella Kodzin – Wekweetì Representative

Executive & Staff: Shannon Barnett-Aikman, Chief Executive Officer
 Linsey Hope, Director of Education
 Rose Jiang, Director of Corporate Services
 Sara Nash, Director of Health and Social Services
 Carolyn Smith, Quality Assurance & Risk Manager

Regrets: Janita Etsemba – Behchokò Representative (March 10, 2020)

Call to Order - The meeting was called to order at 10:45am

Opening Prayer – Noella Kodzin led the TCSA Board in an opening prayer.

Declaration of Conflict of Interest

To perform good governance, TCSA Board meetings begin with a declaration of any real or perceived conflict of interest by board members. Conflict of interest declarations help ensure public confidence in the Board as they make decisions that affect strategic and financial actions of the TCSA. Conflict of interest declarations are recorded in the meeting's minutes.

The respective Northwest Territories Conflict of Interest Act states:

2. (1) *Where a member, either on his or her behalf or while acting for, by, with or through another, has any direct pecuniary interest*
- (a) in a contact or proposed contract with the municipality or board,*
 - (b) in a contract or proposed contract that is reasonably likely to be affected by a decision of the council or board, or*
 - (c) in a manner in which the council or board is concerned,*
- and is present at a meeting of the council, board, or committee of the council or board at which the contract, proposed contract or other matter is the subject of consideration, the member shall, as*



soon as practicable after the commencement of the meeting, disclosed his or her interest and the extent and nature of the interest, and

(d) Shall not take part in the consideration or discussion of, or vote on any such question with respect to, the contract, proposed contract, or other matter, or attempt in any way whether before, during or after the meeting to influence the voting on any such question.

2. (2) *Where the interest of a member has not been disclosed as required by subsection (1) by reason of his or her absence from the meeting referred to in subsection (1) or by reason of the interest having been acquired or having come to his or her knowledge after the meeting, the member shall disclose his or her interest and otherwise comply with subsection (1) at the first meeting of the council, board or committee that he or she subsequently attends.*

No conflicts of interest were declared relevant to the agenda for this meeting of March 10-12, 2020.

Safety Briefing

Whatı Community Government Senior Administrative Officer (SAO) completed a safety briefing for the Whatı Community Government Building.

Approval of Agenda

Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the agenda for March 10-12, 2020 as presented. Moved by Alex Nitsiza, Seconded by Henry Gon. Motion Carried Unanimously.

Approval of Previous Minutes

Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the minutes for December 3-5, 2019 as amended to reflect that three members of the public showed up mid-morning and stayed through lunch hour. They engaged with the Board members informally, one-to-one during break and lunchtime. Moved by Henry Gon, Seconded by Noella Kodzin. Motion Carried Unanimously.

Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the minutes for February 17, 2020 as amended to add a signature line to the last page. Moved by Alex Nitsiza. Seconded by Henry Gon. Motion Carried Unanimously.

Review of Action Items

Action items since the last TCSA Board meeting, December 3-5, 2019, were reviewed. Any new actions that arise during a board meeting will be tracked in the Action Log. As actions are completed, they will be removed from the log.



Chairperson's Report

Ted Blondin was present to provide a written report dated March 10, 2019. Items discussed include a review of the Chairperson's events attended since the December Board meeting. These include NTHSSA Leadership Council meetings and an Education Leaders' meetings. The Chairperson shared a copy of a letter from the Minister of Education, R.J. Simpson and a copy of a letter from the Tłıchq Grand Chief

Be it resolved that the Tłıchq Community Services Agency Board approves a motion to go in-camera at 1:36pm. Moved by: Alex Nitsiza. Seconded by: Noella Kodzin. Motion Carried Unanimously.

Be it resolved that the Tłıchq Community Services Agency Board approves a motion to come out-of-camera at 2:03pm. Moved by: Alex Nitsiza. Seconded by: Noella Kodzin. Motion Carried Unanimously.

Be it resolved that the Tłıchq Community Services Agency Board approves a motion directing the Chairperson to send a letter to the Tłıchq Government Chief Executive Council requesting that we schedule at least one common meeting day per year. Moved by: Alex Nitsiza. Seconded by Henry Gon. Motion Carried Unanimously.

Chief Executive Officer's Report

Shannon Barnett-Aikman was present to provide a written report dated March 10, 2020. Items discussed include:

- An update on progress toward the achievement of goals under the 2019-2020 operating plan;
- IT infrastructure needs and the results of the recent IT Review;
- TCSA's pandemic planning in response to COVID-19;
- Chief Jimmy Bruneau School Capital Planning update;
- An update on the interagency work we are engaged in regarding emergency service provision along the Tłıchq All-Season Road (Fire, Rescue, and Ground Ambulance services);
- Recruitment and Retention with specific attention devoted to the TCSA staff housing project.

Director of Education's Report

Linsey Hope was present to provide a written report dated March 10, 2020. Items discussed include:

- Staffing, training and development
- Operating plan updates
- Student support specialist services provided to date
- Statistical data and program area updates - connected to implications for board governance
- Partnership / Interagency updates with the greater GNWT and Tłıchq Government
- School reports were attached to the Education report as an appendix.

Day 1 - Adjourned at 4:45pm



Day 2 – Called to Order at 9:00am

Guest Presentation: NWT HSS Systemic-Wide Strategic Planning

Lisa Cardinal & Kathy Spooner (Corporate Planning, Reporting, and Evaluation division) from the Department of Health and Social Services attended to engage the Tłıchq Community Services Agency Board in informing the priorities of the 2020-2023 system-wide strategic plan. Key areas for priority inclusion in the new plan include:

- Traditional Ways of Promoting Health
- Partnerships with Federal and Indigenous Governments
- Technological infrastructure supporting virtual and remote models of care
- Long Term Care beds in the outlying communities that support elders to age in place
- Prevention and Promotion - dedicated resources / restricted resources
- Government policy that is reflective of community models of care - the current models are very urban-centric and do not support communities outside of Yellowknife, Inuvik and Hay River.

TCSA Board members provided feedback to the presenters regarding the priority inclusion areas, emphasizing the need to reflect traditional healing and traditional wellness methodologies into NWT care models.

Health and Social Services Report

Sara Nash was present to present a written report dated March 11, 2020. Items discussed include:

- Tłıchq region pertussis outbreak;
- The adult Fetal Alcohol Spectrum Disorder clinic now open in Yellowknife;
- The paid caregiver pilot project;
- Partnership opportunities with community governments and Tłıchq Government;
- Recruitment and retention challenges and strategies;
- Health data statistics; and
- Vaping epidemic promotional and learning materials.

TCSA Board members requested staff to move toward analyzing data trends over time. Discussion took place regarding the need to work with HSS partners within the NWT system to identify most relevant outcome indicators and work backwards from there to identify the most appropriate data sets required accordingly. This will be a multi-year process for most program areas but we are already moving in that direction for risk management data given the new Incident Reporting system, RL6. The reports and analysis coming from that information system will continue to be refined over time.



Guest Presentation: COVID-19

Dr. Kami Kandola, Chief Public Health Officer (CPHO) for the GNWT was present to provide a presentation on COVID-19. A print copy of the presentation was provided. Topics discussed include:

- Where the Coronavirus-19 came from;
- Updates: WHO officially called COVID-19 a pandemic effective this morning.
- No vaccine at present, no treatment at present. Vaccine will be minimum 12 months out.
- Pertussis is a bacteria; influenza A and B are a completely different virus than COVID-19.
- Asymptomatic spread? None established to date. However some people are presenting with *very mild symptoms*.

- CPHO Recommendations:
 - Review high-alert countries ... Don't travel to those countries (available via PHAC website)
 - Cdn Information: 107 cases (Ontario, BC, Quebec, Alberta); 1 death (BC)
 - 121 countries with lab-confirmed COVID-19
 - 121,564 cases confirmed; 4,373 total deaths; 66,239 total recovered
 - Outside of NWT travel ... Get tested for COVID before you return to work, school, etc. (instruction effective Friday March 6)
 - Age of coronavirus deaths - under 10 yo, no deaths. But as people age they suffer more severe responses.
 - Elderly and those with pre-existing conditions and who are immunocompromised are most at risk.
 - Employer advice: should consider limiting out of territory duty travel for the foreseeable future.
 - Public Prevention Recommendations:
 - Stay Home if you're sick
 - Avoid close contact
 - Turn and cover your nose/mouth with cough and sneeze
 - Throw tissues in the garbage
 - Wash your hands for at least 20 seconds after coughing or sneezing
 - Use alcohol based sanitizers - Lysol wipes and alcohol-based sanitizers can kill the virus in seconds.

Day 2 – Adjournment at 3:30pm



Quality Committee Meeting

The Tłıchq Community Services Agency Board convened the Quality Committee at 3:45pm on Wednesday March 11, 2020 to complete the regular quarterly quality committee meeting per the agenda presented.

Quality Committee Terms of Reference (TOR)

The Terms of Reference for the TCSA Quality Committee was reviewed and members confirmed their understanding of those details.

Quality Assurance & Risk Management Report

Carolyn Smith was present to provide a written Quality Assurance & Risk Mgmt report dated March 12, 2020. Information reviewed and discussed included:

The TCSA quality improvement and client safety scorecard was reviewed and discussed.

The Tłıchq Community Services Agency board made a motion to close the quality committee and return to the regular quarterly board meeting at 5:20pm on Thursday March 12, 2020.

Be it resolved that the Tłıchq Community Services Agency Board approves a motion to close the quality committee meeting at 5:20pm, and return to the regular quarterly TCSA Board meeting at 9:00am Thursday March 12, 2020, as outlined in the agenda. Moved by: Henry Gon. Seconded by: Alex Nitsiza. Motion Carried Unanimously.



Day 3 – Call to Order at 9:10am.

Guest Presentation: Medical Travel and Patient Movement Program

Tim VanOverliw, Director of Corporate Services for the NTHSSA, and Peter Long, Manager of Patient Movement were present to provide a presentation on the NWT Medical Travel program. Topics discussed include:

- a short overview of the NWT medical travel program and operations,
- historical statistics outlining costs associated with the program (Tłıchǫ region and NWT wide).

Community concerns discussed include:

- too quick turn-around when patients are booked to return to the NWT following a procedure before they are physically able to do so;
- people arriving in YK for medical travel but not knowing where to go once they're there (esp. Elders) and they haven't got an escort;
- different practitioners have different perspectives on what constitutes a need for an escort.

The Quality and Risk Managers intend to eventually dig into what types of service and care are being accessed more commonly under the category of non-emergent care. There will then be a discussion re: whether there are alternative models of care that could lessen the need for travel out of community, translation services as part of escort provisions, etc.

TCSA Board members expressed the need for internal awareness training for Community Health Center staff since they are the ones who need to identify whether a client needs translation services as part of the medical travel for their case. There are provisions within the policy but it is our Health Center staff who have to flag it on the paperwork.

Finance & Corporate Services Report

Rose Jiang was present to provide a written Finance & Corporate Services report to the Board dated March 12, 2020. Items discussed include:

- 3rd Quarter Variance Report for Health and Social Services programs
- A 3-year historical picture of our revenue and expenditures in Health and Social Services compared against the 2020-2021 budget.
- A 3-year historical picture of TCSA Board meeting revenue and expenditures compared against the 2020-2021 budget.
- TCSA Housing Project - Phase 1 (TIC Housing Units), Phase 2 (NWT Housing Corp Units) ... Hopeful of moving those forward in 2020-2021.

Board Meeting Schedule

Board members reviewed and confirmed the list of upcoming meeting dates through the end of November 2020.



Board Member Reflections and Comments

Board members brought forward discussion items under the following topics:

Chairperson:

- Bilingual bonus and translation services at JESH.

Whatì:

- Responding to Chiefs and leaders regarding concerns of social addictions and program delivery.

Gameti:

- Staff retention
- Counseling services in the small communities versus in Yellowknife

Wekweetì:

- Counselling services needed.

Behchoko:


- Medical travel concerns raised specific to demeanor of staff when dealing with clients and privacy protection measures.
- Privacy protection measures on the EMR system and report of potential privacy breach.

Board Member Meeting Evaluations

All board members completed the standard Board meeting evaluation form. Results will be collated by the Quality Assurance and Risk Manager and communicated back to the Board during the next meeting.

Motion to Adjourn

Be it resolved that the TCSA Board adjourns the meeting on March 12, 2020 at 3:45pm. Moved by Alex Nitsiza. Seconded by Henry Gon. Motion Carried Unanimously.



Chairperson Signature

June 24, 2020

Date



Chief Executive Officer Signature

June 24, 2020

Date