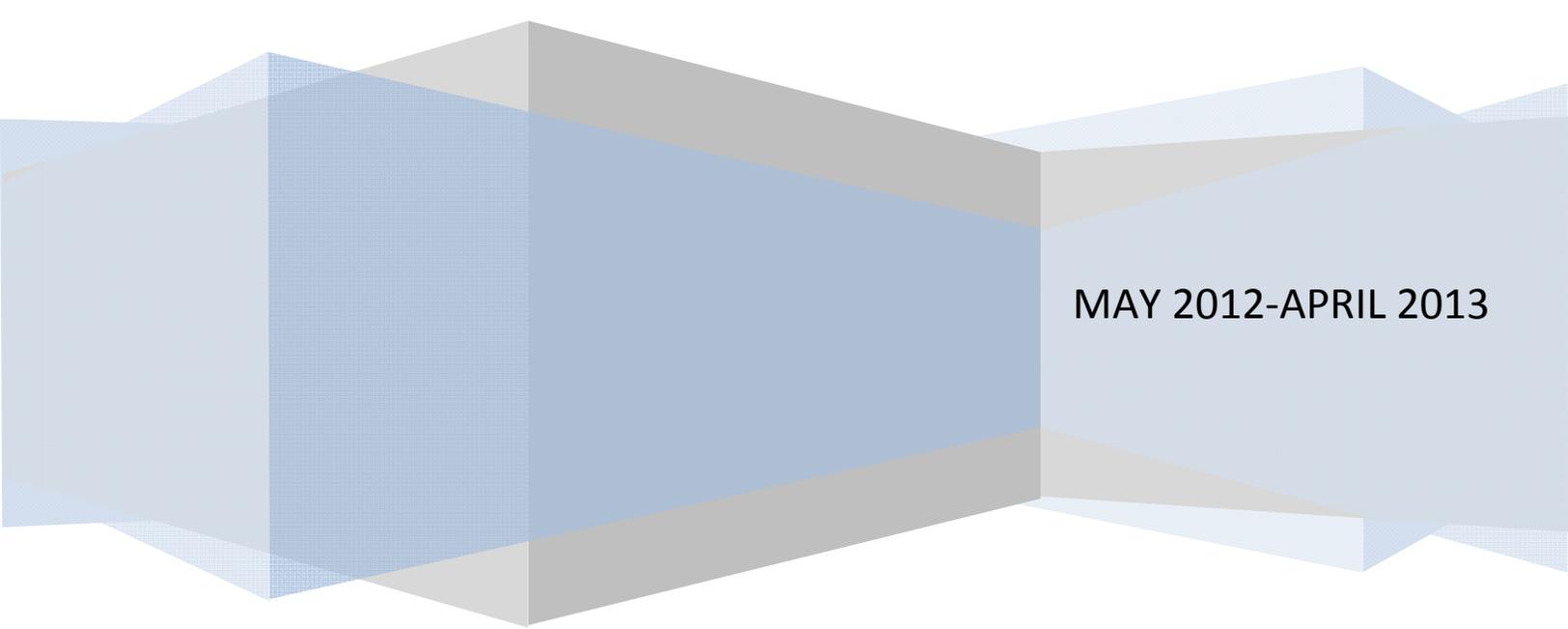


ANNUAL REPORT

**Ann Nickerson B.Sc.Pharm FCSHP ,
President NBHPCA**



MAY 2012-APRIL 2013

This year has been one of change and advancement for the New Brunswick Palliative Care Association (NBHPCA). In my first year as President, my focus has been on growing the Association from the Zone level up. In April, 2012, our membership was approximately 146 and primarily composed of registrants from the annual educational session held in May, 2012 in Edmundston. Membership to NBHPCA and to CHPCA is included in the registration fee for the annual conference (NBHPCA \$15 and CHPCA \$20).

- **Expiry Date of Membership:** In order to comply with CHPCA policy, and to be more fair to new members, the expiry date of memberships will be one year from the date of application rather than March 31st each year. This is a change the Board of Directors agreed upon versus previous by-laws that all memberships expire in April. This change was approved by the Board of Directors to ensure that members enjoy association privileges for a full year in their first year of membership.

With the support of the Board, our focus is to have the Zone representatives hold local Zone level meetings quarterly. In the Zones which have had Zone level meetings, we have stimulated interest, enthusiasm, and increased our membership with people interested in the Mission of the NBHPCA.

Mission Statement

The New Brunswick Hospice Palliative Care Association

The New Brunswick Hospice Palliative Care Association provides leadership to enhance quality end-of-life-care for individuals and families living with life threatening illnesses in New Brunswick, and works in collaboration with the Canadian Hospice Palliative Care Association and other provincial and national stakeholders to advance hospice palliative care in New Brunswick and in Canada.

Énoncé de mission

L'Association de soins palliatifs du Nouveau-Brunswick

L'Association des soins palliatifs du Nouveau-Brunswick assure un leadership afin d'améliorer la qualité des soins de fin de vie pour les personnes atteintes d'une maladie qui met leur vie en danger et pour leur famille. Elle travaille en collaboration avec l'Association canadienne de soins palliatifs et d'autres intervenants provinciaux et nationaux afin de faire avancer les soins palliatifs au Nouveau-Brunswick et au Canada.

www.nbhPCA-asPnb.ca

Our other focus this year has been to increase the educational opportunities of staff at Nursing Homes and Special Care Facilities in the Province of New Brunswick by sharing the standards and best practice guidelines of quality palliative care. We also wanted to increase the attendance of these groups at the Zone level to LEAP (Learning Essential Approaches to Palliative Care) programs.

All seven zones of the NBHPCA provided LEAP education sessions, and five more sessions will be given this year in several areas of the province.

On behalf of the NBHPCA Board, we offer congratulations to the following Board members on their achievements this year:

- [Rinette Côté](#) for receiving the Queen Elizabeth II Diamond Jubilee Medal for her contribution to palliative care
- [Sharon O'Brien](#) for being awarded the George Wakeling Award from the Third Age Centre of St. Thomas University for her contribution to improving the quality of life for New Brunswick seniors
- [Dr. Pam Mansfield](#) for being the media spokesperson for the new *Do Not Attempt Resuscitation (DNAR) policy* – CBC Radio; Maritime Noon; National Post.
- [Ann Nickerson](#) receiving a Fellowship to the Canadian Society of Hospital Pharmacist for her practice-based research and leadership in affecting pharmacists practice across Canada

NBHPCA Zones are based on the previous health care zones as determined by the NB provincial government 2009



Due to the large geographical area and initiatives at the zone levels, it was felt that we could be better organized by sub dividing one of the larger zones. The board will be proposing at the annual meeting that Zone 6 be further subdivided into:

- Zone 6A representing Bathurst and surrounding areas
- Zone 6B representing Tracadie, Caraquet and Lameque and surrounding areas

Previously, the two zone representatives were designated primary and alternate. At our board meeting on February 21, 2013, the Board of Directors agreed that there is no need to delineate between primary and alternate zone representatives and both will hold equal power to vote on issues.

NBHPCA Medical Advisory Committee has selected two issues to focus on.

1. Home Care Personal Care Aides to have some training and perhaps certification in palliative care and ensure the same Home Care Personal Care Aide is assigned daily as much as possible to ensure continuity of care. Dr Renée Turcotte has volunteered to take the lead
2. A suggested nursing home palliative care standing order form.

Dr. Pam Mansfield is chair of the NBHPCA Medical Advisory Committee.

Two members of the NBHPCA Board, Dr. Pam Mansfield and Susan Currie, were asked by the New Brunswick government to sit on the Provincial Palliative Care Advisory Committee whose mandate is to develop a framework for the delivery of palliative care in the province. NBHPCA are hopeful that this committee will help standardize the care of palliative patients across the province

NBHPCA purchased ***SUMAC software package*** to organize our membership and to have the ability to send out referral notices in a timely matter to build and maintain membership. Previously, close to 100% of the NBHPCA membership was based on attending the NBHPCA annual education conference.

Maintaining membership solely based on attending the NBHPCA annual education session has been identified by the board of NBHPCA as not a sustainable method. Our vision this year was to build membership from the Zone level up with requesting there be four Zone level meetings per year and encouraging members to join at these meetings due to their interest in hospice/palliative care, not because they have attended our conference.

We have had some success with this initiative, with Zone 1B Moncton area raising funds to give out seven \$50 bursaries to nurses from nursing homes to attend LEAP conference. In addition, three \$200 bursaries to Home Care (EMP) nurses and three \$80 bursaries to volunteers to attend NBHPCA annual conference were offered.

Zone 1B Moncton had a team of creative women who learned how to make dragon fly screen savers with beads under the direction of Claudette McGill. \$1,300.00 was raised by selling the screen magnets at \$8 for one and \$15 for two. This was a huge investment of volunteer time that was much appreciated.

The money raised at Zone levels can be used for initiatives in their Zone with 10% of the money raised going to the provincial NBHPCA.

Order of St. Lazarus Funding: An official presentation of a cheque for \$777.34 from the Order of St. Lazarus to the Association was held in Moncton on November 22, 2012. This funding covered the cost of table top display stands, NBHPCA letterhead, and thank-you cards.

“Group” Category:

The establishment of a Group membership category at an annual fee of \$70.00 was approved by the board at its December 4, 2012 meeting. It is hoped that through partnerships it will give more power to our causes when presenting position statements.

This Group category will include associations who wish to be members of NBHPCA e.g. NB Cancer Society. Other provincial associations have increased revenue this way and found substantial benefit to advancing hospice and palliative care through partnerships with other associations

It was with disappointment we received a letter from the Canada Revenue Agency dated November 30, 2012, informing us that our charitable status application has not been approved based on the information provided. Dr Pam Mansfield and Ann Nickerson decided to go with option (a) and responded within 60 days and provided more information.

In our support, in April, 2013, CHPCA drafted a letter to endorse the New Brunswick Hospice Palliative Care Association (NBHPCA) in their endeavour to obtain Charitable Status. This letter has been sent to Canada Revenue Agency and we are awaiting a reply. Ann Nickerson was in contact with a lawyer who suggested we take it to an accountant which will be done if needed when we receive a reply back.

NBHPCA president, Ann Nickerson, attended a Stakeholder meeting in Halifax to represent NBHPCA at the table with the national research body *Technology Evaluation in the Elderly*. NBHPCA will be informed of possibilities of collaborating with this group out of McMaster University through emails to the President



Highlight of this year was our first province wide fund raiser which proved very successful raising \$5,280.00 profit for our annual education conference

BOARD OF DIRECTORS

TERMS OF OFFICE

<u>Name</u>	<u>Position/Representation</u>	<u>Date of Appointment</u>	<u>Term Expires (Annual Meeting</u>
Mansfield, Dr. Pam	Past President - Moncton	May, 2012	2014
Nickerson, Ann	President - Moncton	May, 2012	2014
Gowan, Dr. Debra	Vice-President -	May, 2011	2013
Vacancy	Treasurer		
Currie, Susan	Secretary - Fredericton	May, 2012	2014
Dr. Julie Langlois	Member At Large -	April, 2012	2014
Claudette McGill	Member At Large -	April, 2013	2015
MacLeod, Marlene	Member At Large -	Sept., 2012	2014
Rojas, Dr. Fernando	Zone 1A - Moncton	2009	2015
Turcotte, Dr. Renée	Zone 1A - Moncton	Jan., 2013	2014
McKenna, Amanda	Zone 1B - Moncton	April, 2013	2015
Hebert, Lana	Zone 1B - Moncton	April, 2012	2014
Wildish, Dr. Julia	Zone 2 - Saint John	Sept., 2010	2014
Mayberry, Melody	Zone 2 - Saint John	April, 2013	2015
Chapman, Kim	Zone 3 - Fredericton	May, 2012	2014
Vacancy	Zone 4 - Edmundston		
Guitard, Sylvette	Zone 4 - Edmundston	2012	2014
MacMillan, Dr. Vona	Zone 5 - Campbellton	April, 2013	2015
Vacancy	Zone 5 - Campbellton		
Vacancy	Zone 6A - Bathurst		
Vienneau, Shirley	Zone 6A - Bathurst	2009	2015
Rebecca Sonier	Zone 6B – Tracadie et al	2013	2015
Josianne Comeau	Zone 6B – Tracadie et al	2013	2015
Vacancy	Zone 7 - Miramichi		
Vacancy	Zone 7 - Miramichi		

Apr 24/13

New Brunswick Hospice Palliative Care Association (NBHPCA)
Annual Conference Financial Report
Saint John, N.B. (April 25 & 26, 2013)

Annual Financial Summary March 30, 2012 to April 1, 2013

Cash as of March 30, 2012 - \$12,042.22

Revenue

Interests	\$1.95
AGM Edmundston (2012)	\$1989.16
Registrations AGM & Memberships	\$25,560.00
Donations	\$11,188.34
Aitkin's pins sales	\$7400.00
<u>Total :</u>	<u>\$46,139.45</u>

Expenditures

Branch transaction fee	\$1.00
Cancelled check	\$225.00
2012 AGM expenses	\$16,667.79
Board Meetings	\$3043.49
Teleconferences/meetings	\$1382.61
NBHPCA certificate status	\$20.00
Website(translation & update)	\$617.87
CHPCA & NBHPCA Joint Membership	\$3120.00
NBHPCA publicity	\$54.24
2013 AGM expenses	\$5074.53
Office supplies	\$951.76
Aitkin's Pewter (invoices & necklace stands)	\$4,306.87
Provincial membership to CHPCA	\$350.00
Sumac Data Base & Online Services	\$610.20
<u>Total :</u>	<u>\$36,425.36</u>

Cash as of April 1, 2013 - \$21,756.31

Submitted by Rinette Côté, NBHPCA treasurer (April 23, 2013)

New Brunswick Hospice Palliative Care Association (NBHPCA)

Financial Report

Board Meeting in Saint John. NB

April 25, 2013

NBHPCA Financial Summary January 1, 2013 to April 1, 2013

Cash as of December 31, 2012 : \$14, 788.26

Revenues

Interests (October, November, December)	\$0.36
Memberships (1 joint membership from CHPCA)	\$15.00
Memberships (NBHPCA/CHPCA-8 x \$35.00)	\$280.00
Sales of Aitkin's pins	\$5280.00
Donations	
- R & B Comeau	\$20.00
- Kennebecasis Drugs Ltd.	\$100.00
- Quality Resp. Care Inc.	\$1000.00
- 2013 Conf. registrations	\$4560.00
<u>Total :</u>	<u>\$11,255.36</u>

Expenditures

CHPCA joint memberships	\$140.00
Prov. annual membership to CHPCA	\$350.00
Teleconferences:	
-Board of Directors (Dec. 4)	\$363.86
-Education Committee annual organizing committee (Jan. 14)	\$189.84
Website Updates (Ineke Van Zeeland)	\$317.87
NBHPCA office supplies--file box, binder, stamps, postage fees)	\$59.62
NBHPCA postage fees & stamps (M. Macleod)	\$45.69
Gifts annual conf. (A. Nickerson)	\$74.53
Aitkin's Pewter (invoice for pins)	\$2135.70
Sumac Database & Online services	\$610.20
<u>Total :</u>	<u>\$4287.31</u>

Cash as of April 1, 2013 - \$21,756.31

Submitted by Rinette Côté, treasurer (April 23, 2013)

To the following board members who have completed their 2 year mandate or submitted their resignation for personal reasons:

- Bashala, Dr. Roger
- Chiasson, Patsie
- Yacoub, Dr. Inas
- O'Brien, Sharon
- Frenette, Fr.Maurice
- Sastaunik, Helen
- Côté, Rinette
- Grace, Donna
- LeBlanc, Francine

Thank you! Merci! for your volunteer work and contributions to the NBHPCA- ASPNB over the years. The Board sincerely hopes you will continue your membership though not in a board capacity

In conclusion, we have had many successes this year and look forward to another productive volunteer year.