

**LAKE OF THE WOODS DISTRICT HOSPITAL**  
**Regular Meeting of the Board of Directors**  
**Thursday, November 8, 2018**

**Training Centre Classroom, Lake of the Woods District Hospital**

**PRESENT:** W. Cuthbert (Chair), J. Diamond, J. Reid, D. Schwartz, J. McKibbon, C. O’Flaherty, D. Segerts, K. Parker (Presenter), B. Siciliano, R. Racette, W. Peterson, Dr. T. Wehner

**REGRETS:** D. Makowsky, Dr. J.K. MacDonald, E. Stach

**ABSENT:** C. Kokokopenace, Dr. J. Retson

**GUESTS:** Adrian McMorris (89.5 The Lake) and Ryan Stetler (Daily Miner and News)

AGENDA ITEMS	DISCUSSION	ACTION
<b>1. Call to Order</b>	W. Cuthbert, Chair, called the meeting to order at 5:04 p.m.	Called to Order
	<b>1.1. Attendance and Welcome</b> W. Cuthbert welcomed everyone to the meeting.	Information
	<b>1.2. Approval of Agenda</b>  <b>Moved</b> by J. Reid and <b>seconded</b> by D. Schwartz that the regular meeting agenda be approved as circulated.	Approved
	<b>1.3. Declaration of Conflict of Interest</b>  There were no declarations of conflict of interest.	None
<b>2. Consent Agenda</b>	<b>Moved</b> by J. McKibbon and <b>seconded</b> by J. Reid that the Consent Agenda be approved with the removal of Item 2.5.  <b>Minutes – Board of Directors</b> 2.1 October 4, 2018 (draft – not approved by Board)  <b>Minutes – All Nations Health Partners (ANHP)</b> 2.2 October 10, 2018 (draft – not approved by ANHP)  <b>Other</b> 2.3 Professional Staff Privileges 2.4 President and CEO Report <del>2.5 Chief of Staff Report</del> 2.6 VP Patient Care Report 2.7 VP Mental Health and Addictions Programs Report 2.8 VP Corporate Services Report with Financial Report 2.9 For Information: Canadian Encyclopedia Terminology	Motion #18/11/1 Carried with removal of Item 2.5.
<b>3. Recruitment Update from Karen Parker, Kenora’s Health Professional Recruiter</b>	<ul style="list-style-type: none"> <li>• K. Parker presented on the work being done as Kenora’s Health Professional Recruiter.</li> <li>• Average recruitment cycle is 6-12 months per physician. The recruitment project has been utilizing social media for 18 months, including Twitter, Instagram and Facebook.</li> <li>• The Kenora Area Recruitment Committee will be holding a Christmas party on Tuesday, December 18<sup>th</sup> and invitations will be going out. Board members and Senior Management team are invited.</li> </ul>	Information
<b>4. Business Arising</b> 4.1. Cultural Safety and Humility Training	<ul style="list-style-type: none"> <li>• There is no funding for this sort of training and it would have to be funded by the hospital. R. Racette met with Firefly and they have not had that training either. This is a gap and there are options to arrange training and potentially collaborate with Firefly.</li> <li>• <b>R. Racette will be investigating the Cultural Safety and Humility Training used in British Columbia.</b> Will also look into the training done in Sioux Lookout. Qu’Appelle Valley Hospital in Saskatchewan may have</li> </ul>	R. Racette

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	<p>resources available.</p> <ul style="list-style-type: none"> <li>Determining what is culturally appropriate for this area would involve speaking with local elders. Suggestion to work with All Nations Health Group. This training could be augmented with storytelling by individuals impacted.</li> </ul>	
<p><b>5. Strategy Items</b> 5.1. Operational Review Update</p>	<ul style="list-style-type: none"> <li>Making good progress with the operational review.</li> <li>Updates/changes will be highlighted on operational review progress reports circulated in the future.</li> <li>C. O'Flaherty and R. Racette meet with the NWLHIN monthly to update them on the progress and they seem pleased.</li> </ul>	Information
5.1.1. Physician Guiding Coalition	<ul style="list-style-type: none"> <li>Guiding Coalition has now been established and R. Racette will announce the names of the seven physicians next week.</li> <li>At the first meeting of the coalition, they will work to identify the types of things they want to get into focus with in order to advance some of the recommendations.</li> <li>R. Racette expects this coalition to last one year. At the first meeting, they will identify what success will look like, and this will be reviewed at the end of the year. Meetings will be held monthly, and there will be touch-points in between to advance work.</li> </ul>	Information
5.1.2. Draft Board Committee Structure	<ul style="list-style-type: none"> <li>The minutes of the Board standing committees would be added to the Board consent agenda. Suggestion to stagger the implementation of the committees to ensure that the reports are submitted at separate Board meetings.</li> <li>D. Schwartz expressed his appreciation to R. Racette for his work on developing these documents.</li> <li>It was <b>moved by</b> D. Schwartz and <b>seconded by</b> J. Diamond that the Board approves The Lake of the Woods District Hospital Board Governance Charter; Governance Committee Chart; Governance and Nominating Committee Terms of Reference; Audit and Finance Committee Terms of Reference; and Quality Committee Terms of Reference with the revisions noted below. The motion carried unanimously. <ul style="list-style-type: none"> <li>Page 2 of the Board Governance Charter, last sentence of the "Finance, capital expenditure and infrastructure", remove duplicate "that".</li> <li>Page 2 of the Audit and Finance Committee Terms of Reference, under "Audit", "g" and "h" are duplicates and one will be removed.</li> </ul> </li> </ul>	Motion #18/11/2 Carried Unanimously
5.2. Integrated Project Management Framework	<ul style="list-style-type: none"> <li>The revised draft was resubmitted to Health Capital Advancement Branch on October 22, 2108. C. O'Flaherty met one week later to discuss framework and other specific queries they provided. C. O'Flaherty felt that they seemed to be satisfied but were not ready to give approval at that time; they have an in-depth review process it needs to pass through. Hope to hear from them relatively soon to see if there are any outstanding items or if they are ready to move it to the next stage.</li> <li>W. Cuthbert thanked C. O'Flaherty for her hard work.</li> </ul>	Information
<p><b>6. Approval Items</b> 6.1. Governance Accreditation Team Self-Assessment</p>	<ul style="list-style-type: none"> <li>It was <b>moved by</b> D. Schwartz and <b>seconded by</b> D. Segerts that the Board approves the submission of Accreditation Canada's Governance Self-Assessment as circulated.</li> </ul>	Motion #18/11/3 Carried Unanimously

AGENDA ITEMS	DISCUSSION	ACTION
<b>7. Discussion Items</b> 7.1. Public Presentation on the Operational Review	<ul style="list-style-type: none"> <li>The date of January 31, 2019 was selected to hold a public presentation on the Operational Review. Location options include Kenora Chiefs' Advisory, Minis Hall, Seven Generations, and Clarion. Concerns with acoustics at Minis Hall and Clarion.</li> <li>In advance of the public presentation, information will have to be communicated to staff and professional staff.</li> </ul>	Information
7.2. Risk Assessment and Improvement LWDH Experience	<ul style="list-style-type: none"> <li>The Risk Assessment and Improvement LWDH Experience documents were circulated and discussed.</li> <li>Yearly review of Risk Management Checklist fits well in the Board's Quality Committee as well as the Audit and Finance Committee.</li> <li>The entire Board would like an education session on overall risk management program. This education session will be scheduled for a future Board meeting.</li> </ul>	To be Scheduled
<b>8. Date and Time of Next Board Meeting</b>	December 6 <sup>th</sup> at 5:00 p.m. in the LWDH Boardroom. The January 2019 Board meeting will be moved to January 10, 2018.	Information
<b>9. Adjournment</b>	The regular meeting was adjourned at 6:32 p.m.	Adjourned

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Chair

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President & CEO

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