

*LAKE OF THE WOODS DISTRICT HOSPITAL*  
**ACCESSIBILITY ADVISORY COMMITTEE MEETING MINUTES**  
**Monday October 21<sup>st</sup>, 2019 - 1200 hours in the Boardroom**

PRESENT: Brock Chisholm (Chair), Donna Makowsky, Mary Hall, Samantha Atchison, Patricia Clink, Kendra Dobinson, Robert Bartolo (12:15 p.m. arrival), Wayne Ficek (via teleconference), Richard Hoppe (12:15 p.m. arrival)

REGRETS: Dianne Pelletier, Nadine Halboom

AGENDA ITEMS	DISCUSSION	ACTION
<b>1. AGENDA &amp; MEMBERSHIP</b>	The meeting was called to order at 12:10 p.m. R. Hoppe was introduced as the new Mental Health and Addictions Representative. Agenda was circulated with no additions.	Carried
<b>2. ACCEPTANCE OF MINUTES</b>	Motioned by P. Clink and seconded by S. Atchison to accept the May 13, 2019 minutes as presented.	Carried
<b>3. OLD BUSINESS</b>		
3.1 <u>Barrier Remediation Update</u> a. List	<ul style="list-style-type: none"> <li>Currently, there are 19 outstanding identified issues on the Barrier Remediation List.</li> <li>Renovations to the basement are near completion. (see 3.7)</li> <li>Fluorescent lights are being replaced with LED throughout the building on an ongoing basis.</li> <li>Railing on the back hallway to cafeteria has been installed.</li> </ul>	In progress
3.2 Washroom Call Bells	<u>ICU Waiting Room:</u> <ul style="list-style-type: none"> <li>Call Bell has been removed</li> </ul> <u>Chemotherapy Hall:</u> <ul style="list-style-type: none"> <li>Call Bell goes to the Chemo unit</li> </ul>	Remove
3.3 Accessibility Flagging in Meditech	<ul style="list-style-type: none"> <li>Accessibility question would be asked at the time of registration, would be self-disclosure only.</li> <li>Request has been sent to Thunder Bay and B. Chisholm will follow up for updates.</li> <li>D. Makowsky noted that implementation would be Region wide, so approval would first be required from the entire Region.</li> </ul>	In progress
3.4 Age Friendly Committee Update	<ul style="list-style-type: none"> <li>Discussed the Action Plan for the Age-Friendly Committee.</li> </ul>	Standing update
3.5 Patient and Family Advisory Committee	<ul style="list-style-type: none"> <li>S. Atchison noted that she is unable to continue on the Patient and Family Advisory Committee.</li> <li>The Committee continues to recruit for members.</li> <li>W. Ficek expressed interest, information will be forwarded.</li> </ul>	Standing update
3.6 Visual Way	<u>Wayfinding Beacon System</u>	Information

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Finding	<ul style="list-style-type: none"> <li>Received a quote from a US company. (\$50,000 U.S for basic hallway beacons)</li> <li>Electronic beacons are installed in every corner in the hospital. They provide directions for people in the hospital.</li> <li>With the structure of our building, we are unable to triangulate exact locations. This has been researched previously.</li> <li>Steering Committee has been formed for the All Nations Hospital.</li> </ul> <u>Braille signage installed at major public areas</u> <ul style="list-style-type: none"> <li>S. Atchison is willing to add braille signage to our existing signs.</li> <li>S. Atchison will prepare a quote and all potential locations for Braille signage to be installed.</li> <li>Will be forwarded to Senior Management.</li> </ul>	
3.7 Enabling Access Fund	<ul style="list-style-type: none"> <li>We applied for the Enabling Access Fund and received approval.</li> <li>This allowed us to put a wheelchair ramp to the basement, install an accessible washroom with power doors and install power doors on the main entrances to the basement.</li> </ul>	In progress
3.8 OCHNAP Issues	<p>Issues that were discussed at OCHNAP.</p> <ul style="list-style-type: none"> <li><u>Interpretation Services</u> <ul style="list-style-type: none"> <li>Noted that LWDH recently updated their interpreter policy. (distributed)</li> </ul> </li> <li><u>Patient Information Literacy</u> <ul style="list-style-type: none"> <li>We may need to consider what our standard for patient information literacy should be.</li> </ul> </li> <li><u>Visible personal disability indicators</u> <ul style="list-style-type: none"> <li>We are in progress of addressing this.</li> </ul> </li> <li><u>Scope of Practice of support persons in hospital</u> <ul style="list-style-type: none"> <li>Strategies to accommodate a support person in the O.R. settings.</li> <li>Discussed liability concerns and differences between support person and support worker.</li> <li>Some hospitals will verify a support persons credentials.</li> </ul> </li> </ul>	Information
3.9 All Nations Hospital update	<ul style="list-style-type: none"> <li>Funding was received for the planning of the All Nations Hospital.</li> <li>A project manager has been selected and a</li> </ul>	Information

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	<p>Steering Committee has been formed.</p> <ul style="list-style-type: none"> <li>• Next stage is to hire 2 project planners. One planner will be for the Community, and the second planner will focus on Indigenous Health.</li> <li>• Regular communications/media releases will be sent.</li> <li>• W. Ficek stressed that Accessibility needs to be considered with every step of planning and designing.</li> </ul>	
3.10 Interpreter Services	<ul style="list-style-type: none"> <li>• We recently developed a policy for Interpreter services at LWDH.</li> <li>• Policy was distributed and discussed.</li> </ul>	Remove
<b>4. NEW BUSINESS</b>		
4.1 2019 Accessibility Compliance Report	<ul style="list-style-type: none"> <li>• We are required by law to submit an Accessibility Compliance Report annually.</li> <li>• B. Chisholm is currently preparing the submission.</li> <li>• Questions in the report were reviewed and discussed.</li> </ul>	In progress
4.2 Round Table	<ul style="list-style-type: none"> <li>• none</li> </ul>	
4.3 Accessibility Tour	<ul style="list-style-type: none"> <li>• Tour was deferred.</li> </ul>	Defer
<b>5. ADJOURNMENT</b>	The meeting was adjourned at 1:11 p.m.	Adjourned
<b>6. NEXT MEETING</b>	The next meeting will take place January 20 <sup>th</sup> 2020.	

/lh