

General Information for People Interested in Becoming Board Members at the Lake of the Woods District Hospital

Length of Commitment

We are expecting a three (3) year commitment from new members. This commitment can be extended to a maximum of nine (9) years through two (2) additional three (3) year terms before a person would have to leave the board.

Hospital Board Member Composition

The Hospital is a non-profit provincial corporation governed by a 14 member Board of Directors. Nine (9) of the Board members are elected by the corporate members at the annual general meeting. In order to ensure consistency, we have staggered elections so that usually only three (3) elected Board positions become available each year. The other five members of the Board are made up of ex-officio appointments required under provincial legislation. Those ex-officio appointments are: the Hospital President / CEO; the Chief of Staff; the Chief Nursing Officer; the President of the Medical Staff; and the Vice-President of Medical staff.

Non-Profit Provincial Corporation

As a non-profit provincial corporation we are prohibited from providing any compensation to Board members for their Board member duties. All Board members volunteer their time and expertise to the hospital. Board members will be reimbursed for traveling expenses (in accordance with the hospital policy) to attend meetings or education sessions approved by the Board Governance Committee.

Duty to the Corporation and Conflict of Interest

A Board member's duty is to the hospital corporation and not to any other agency, group, or individual. Board members must be aware of any potential, perceived, or actual conflict of interest they may have and shall declare that conflict in advance of receiving any information or discussing any issues they may have a conflict in.

Time Commitment

On average Board members at LWDH spend 15 hours per month on Board member issues, meeting, readings, etc. A Board Committee Chair or Board elected Official (Board Chair and Vice-Chair) will spend 20+ hours per month on hospital Board business. Board members are also expected to participate in community engagement and consultation. Board members must sit on at least two Board Committees in addition to the Board meeting. Board members are expected to achieve at least 80 percent or better attendance at Board meetings and those Board Committee meetings that they sit on.

Orientation for New Board Members

All Board members receive a formal orientation within the first 3 to 6 months. This usually includes a Friday evening and Saturday (all-day) orientation session in September. This session is organized by the Governance Committee of the Board and usually includes an external consultant and / or hospital Legal council. In addition Board members are expected to regularly (once or twice a year) participate in Board education opportunities put on by the Ontario Hospital Association. These opportunities usually require travel to Thunder Bay or Toronto and require an over-night stay. They also usually take place during the week (Monday to Friday) so, if you are currently employed, you will have to take time off to attend. Your registration, travel, accommodation, and meals expenses will be covered by the hospital however we cannot cover your lost time / wages at work.

Hospital Governance Model

The Hospital Board has adopted and governs according to the “Policy Governance” model. All Board members will be orientated to this governance model.

Hospital Governance Policy Manual

Prospective Board Members are strongly encouraged to read the hospital “Governance Policy Manual” that is on the hospital web-site. This manual includes policies that directly affect how the hospital is governed. This is important information to know prior to joining the Board.

Process for Becoming a Board Member of LWDH

To be eligible to become a board member you must meet the qualifications as set out in the Hospital By-Laws (Article 4.02) and Governance Policies of the hospital including:

- Not be an excluded Person (see Hospital By-Laws Article 1.01 (o) (i), (ii), (iii), (iv))
- Be a member in good standing of the hospital corporation at least 60 days prior to the June Annual meeting.
- Be eighteen (18) or more years of age.
- Be a Canadian Citizen.
- Have your primary residence in the hospital catchment area which includes the area from the Manitoba/Ontario border to the west, to the Sioux Narrows/Nestor Falls area to the south, to all areas east to Vermillion Bay and to all areas north of

Kenora not part of the Sioux Lookout Zone, including First Nations communities of Wabaseemoong, Grassy Narrows, Rat Portage, Whitefish Bay, Shoal Lake #39, #40, Northwest Angle #33, #37, the Dalles, Washagamis Bay;

- Meet the skills, experience, and qualifications established from time to time by the Board of Directors.

A member of the Hospital Nominating committee will contact you to discuss your application and if appropriate, arrange for a meeting where you will be interviewed to determine suitability.

After interviewing candidates the Nominating Committee will prepare a list of recommended nominees for the Board.

The Hospital Board of Directors will, at an in-camera session, review the recommendations for Board membership and make a final determination on candidates who will be recommended to the corporate membership for election at the June Annual General Meeting of the Hospital Corporation.

Once elected at the Corporations AGM, the new Board members will assume their position immediately following the meeting.

Any questions? Please contact:

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