

**LAKE OF THE WOODS DISTRICT HOSPITAL**  
**Regular Meeting of the Board of Directors**  
Thursday, February 3, 2005, Hospital Boardroom

**PRESENT:** A. Cameron, B. Fairfield, H. Hulsbosch, G. Kaskiw, H. Kasprick, J. Kowbel, R. Lamb, M. Lundin, K. MacDonald, F. Penner (Chair), J. Reid, P. Sarsfield, E. Skead, L. Brown, L.A. Brown, M. Mymryk

**REGRETS:** M. Balcaen, S. Moore, D. Schwartz

AGENDA ITEMS		ACTION
1. Call to Order	F. Penner, Board Chair, called the meeting to order at 5:05 p.m.	
2. Adoption of Agenda	<b>Moved</b> by H. Kasprick and <b>seconded</b> by G. Kaskiw that the agenda be adopted as circulated.	Motion #05/2/1 carried
3. Oath of Office	Heather Kasprick, Commissioner of Oaths, witnessed the recitation of the Oath of Office by Eleanor Skead, newly appointed Board member by Grand Council Treaty #3.	
4. Election of Officers	<p>Elections for the positions of Board Chair, Board Vice Chair and Secretary-Treasurer for one-year terms of office took place.</p> <p>L. Brown assumed the position of Chair and called for nominations from the floor for the position of Board Chair.</p> <p><b>Moved</b> by J.Reid and <b>seconded</b> by P. Sarsfield that Ferg Penner be nominated for the position of Chair of the Board of Directors.</p> <p>There being no further nominations, it was <b>moved</b> by J. Reid and <b>seconded</b> by B. Fairfield that nominations for the position of Board Chair be closed.</p> <p>Ferg Penner was acclaimed Chair of the Board of Directors.</p> <p>F. Penner assumed the position of Chair and called for nominations from the floor for the position of Board Vice Chair.</p> <p><b>Moved</b> by M. Lundin and <b>seconded</b> by B. Fairfield that Joan Reid be nominated for the position of Vice Chair of the Board of Directors.</p> <p>There being no further nominations, it was <b>moved</b> by J. Kowbel and <b>seconded</b> by K. MacDonald that nominations for the position of Board Vice Chair be closed.</p> <p>Joan Reid was acclaimed Vice Chair of the Board of Directors.</p> <p><b>Moved</b> by J. Kowbel and <b>seconded</b> by R. Lamb that Mark Balcaen be appointed Secretary-Treasurer of the Board of Directors.</p>	<p>Motion #05/2/2 Carried</p> <p>Motion #05/2/3 Carried</p> <p>Motion #05/2/4 Carried</p> <p>Motion #05/2/5 Carried</p> <p>Motion #05/2/6 carried</p>
5. Adoption of Minutes	<b>Moved</b> by H. Kasprick and <b>seconded</b> by B. Fairfield that the minutes of the regular meeting of the Board of Directors held on January 6, 2005 be adopted as circulated.	Motion#05/2/7 Carried
6. Board Education	Brock Chisholm, Chair of the Hospital's Accessibility Review Committee and Joe Kozak, member of both the City of Kenora and Catholic School Board Accessibility Advisory Boards and member of the Hospital's Accessibility Review Committee presented information on the development and implementation of the hospital's accessibility plan. (Presentation attached to these minutes.) The plan will be updated annually with new recommendations made as required. A	Information

	<p>number of recently identified issues are currently being investigated for resolution. Mr. Kozak commended the hospital for its pro-activity in addressing all of the recommendations set out in the plan.</p> <p>Due to the absence of any reference to this topic within the hospital's current ends, it was agreed that consideration be given to accessibility issues in any future review of our ends.</p>	For future consideration
<b>7. Ownership Linkage</b>	<p>F. Penner provided details of the Governance Committee meeting held on January 20, 2005. To this point, the Governance committee has taken the lead in development of ownership linkages, an exercise that will become the major focus of this Board in setting direction for the future of the organization. All Board members were reminded of the teleconference with Jannice Moore scheduled for March 23, at 4:00 p.m. where discussion will take place regarding the development of a presentation format to assist in addressing local organizations. In preparation for these discussions, it was suggested that Board members consider a number of questions to our owners as listed in J. Moore's book, "Governance for Health System Trustees" (attached to these minutes).</p> <p>It had previously been agreed that First Nations will be the initial group with whom linkages will be developed. To this end, A. Cameron and E. Skead were asked to contemplate the questions noted in the Governance committee meeting minutes dated January 20, 2005 in preparation for discussion at the next Board meeting. The need to communicate with official structures within organizations in addition to reaching the grass roots level was noted.</p> <p>A committee, with members to include J. Reid (chair), R. Lamb, M. Lundin and B. Fairfield, was established to consider development of a Board policy relating to board education. Members will be notified of an initial meeting date. Board members will be provided with notices of upcoming education opportunities as they become available.</p>	<p>Information</p> <p>For further discussion at next meeting</p>
<b>8. Ends Items for Decision</b>	No items	
<b>9. Governance Process Items for Decision</b>	No items	
<b>10. Executive Limitations Items for Decision</b>	No items	
<b>11. Board-CEO Relationship Items for Decision</b>	No items.	
<b>12. Consent Agenda</b>	<b>Moved</b> by G. Kaskiw and <b>seconded</b> by H. Kasprick that the Board of Directors approve the consent agenda as presented.	Motion#05/2/8 Carried
<b>13. Monitoring CEO Performance</b>	<p><b>Moved</b> by J. Reid and <b>seconded</b> by B. Fairfield that the Board of Directors has read and accepted the monitoring report on EL-2 Financial Condition &amp; Activities.</p> <p><b>Moved</b> by M. Lundin and <b>seconded</b> by J. Reid that the Board of Directors has read and accepted the monitoring report on EL-8 Emergency Executive Succession.</p> <p>Comments noted during discussions regarding evaluation of monitoring reports included:</p>	<p>Motion #05/2/9 carried</p> <p>Motion#05/2/10 carried</p>

	<ul style="list-style-type: none"> <li>- When an area of non compliance is identified in a report, management's perceived severity of the problem should be noted for the benefit of Board members (assistance in the interpretation of non-compliance).</li> <li>- Ways in which non compliance issues have been addressed to ensure no recurrence should be identified within the report.</li> <li>- Prior to the meeting, monitoring worksheets should be utilized by Board members when reviewing these reports to document points for clarification and/or comment. Completed worksheets will be submitted to S. Winter for filing after the meeting and subsequently reviewed during the CEO evaluation process.</li> <li>- EL-8 – It was requested that a record of recent educational upgrading by individual senior managers be added to the report.</li> </ul> <p>Discussion of this item was concluded with the acknowledgement that this is a new procedure and will require time to become familiar the process and proficient in both the production and evaluation of the reports.</p>	
<b>14. Monitoring Chief of Staff Performance</b>	No report	
<b>15. Monitoring Board Performance</b>	No report	
<b>16. Information Requested by the Board</b>	<b>CEO Report</b> The CEO report was provided to Board members for review.	
<b>17. Board Self Evaluation</b>	Board members were asked to complete "Board Meeting Self-Evaluation" forms and submit to S. Winter for retention.	Information
<b>18. AJOURNMENT</b>	<b>Moved</b> by H. Hulsbosch and <b>seconded</b> by J. Reid that the meeting be adjourned at 6:55 p.m.	

Chair  
/sw

Executive Director

## **Governance for Health System Trustees**

Jannice Moore

pgs 36,37

The Board must develop questions to get input on Ends issues from the public. When everyone contacted is asked a similar set of questions, a more representative picture of public thinking on an issue is obtained. Sample questions for consideration are:

- If you were the owner of this organization, what would you do?
- What are the health challenges that your community faces, and what kinds of resources are needed to overcome them?
- What do you believe will be the most significant health challenges facing this area in the next five to ten years?
- Are there particular needs you would like the health organization to address?
- If there could be one health-related service that you think could immediately assist your community, what would that be?
- What opportunities do you see in your community that could have an impact on health?
- What threats do you see in your community that could have an impact on health?
- What difference would you like this health care organization to make in this community?