

**SIOUX LOOKOUT MENO YA WIN HEALTH CENTRE**  
**ANNUAL GENERAL MEETING**  
**Thursday, September 23, 2021 at 1100 hours**  
**Via Zoom Webinar**

**Present:** Ms. Sadie Maxwell (chair), Ms. Patricia Keesickquayash, Ms. Joyce Timpson, Ms. Teri Fiddler, Ms. Beatrice Anderson, Mr. James Cutfeet, Mr. Knowles McGill, Ms. Heather Lee, Mr. Douglas Semple, Mr. Dean Osmond, Ms. Kathy Loon, Dr. Dan Shilensky, Dr. Laurel Laakso, Ms. Selena Froude (recorder)

**Regrets:** Mr. Leroy Quoquat, Mr. Terry Jewell, Mr. John McKay, Ms. Christine Hoey, Mr. Joe Meekis, Mr. John Cutfeet, Mr. Roy Spence

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The meeting was carried via Zoom. The meeting was called to order at 1105 hours.

**1. Opening prayer**

The opening prayer was given by Ms. Teri Fiddler.

**2. Opening Remarks by Board Chair**

- Ms. Sadie Maxwell introduced herself and welcomed everyone attending the AGM meeting.
- Everyone has been going through these uncertain times with the global COVID-19 pandemic. It's becoming an everyday life style change.
- She thanked all the employees of SLMHC for providing services to the Board, the people that provide health care services and all the things being done to continue safe operations of the hospital.

**3. Address by First Nation Advisor to the Board and CEO**

- Mr. Douglas Semple addressed community members and those in attendance in his language.

**4. Directors Conflict of Interest Disclosure**

There were no conflicts of interest disclosed.

**5. Presentation of the Agenda**

The agenda for the Annual General Meeting dated September 23, 2021 was presented.

**6. MINUTES**

**6.1 Minutes of the AGM Meeting held September 24, 2020**

The minutes of the Annual General Meeting held September 24, 2020 had been distributed and were reviewed for errors and omissions.

**MOTION #ANN01/21**

It was moved by Ms. Joyce Timpson that the board of directors approves the minutes of the September 24, 2020 Annual General Meeting. Seconded by Mr. Knowles McGill. **CARRIED**

**7. BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the September 24, 2020 minutes.

**8. NEW BUSINESS**

**8.1 Presentation of the 2020/21 Financial Statements**

- The financial statements were presented at Resource Utilization Committee in August and approved at the September board meeting. We were provided with a clean audit.
- The auditors' role is to provide reasonable assurance of SLMHC financial position.
- The report shows a breakdown of current and long term liabilities. Any revenues are recognized all at once and get amortized overtime. We had a small surplus of 218,000 in 2021.

**MOTION #ANN02/21**

it was moved by Mr. James Cutfeet that the board of directors approve the 2020/21 Financial Statements as distributed and as recommended by RUC. Seconded by Ms. Joyce Timpson. **CARRIED**

**8.2 Appointment of Auditors**

It is a requirement that the board of directors approve our auditors every year at the Annual General Meeting.

**MOTION #ANN03/21**

it was moved by Mr. Knowles McGill that the board of directors approve the appointment of Meyers Norris Penny (MNP) as the organization auditors for the 2021/22 fiscal year. Seconded by Mr. James Cutfeet. **CARRIED**

**8.3 Introduction of Board Members and talk to home communities**

**Ms. Patricia Keesickquayash** – is a board member representing Mishkeegogamang First Nation. She is glad to be part of this AGM and wishes for a great meeting.

**Mr. James Cutfeet** – is a board member representing First Nations Member at Large. He is pleased to be here at the AGM and greetings to everyone.

**Ms. Beatrice Anderson** – is a board member representing Shibogama First Nations Council. She holds the position as health director. She wishes everyone a good morning and is happy to be a part of the AGM meeting.

**Ms. Teri Fiddler** – is a board member representing Traditional Healer/Elder. Greetings to everyone and she wishes everyone a good day.

**Mr. Knowles McGill** – is a board member representing the southern community. He is also the board treasurer and chair of the Resources Utilization Committee. He has been on the board for

numerous years. He is pleased to see members from the community joining into the AGM. He is happy to continue as a member of the board.

**Ms. Joyce Timpson** – is a board member representing the Municipality of Sioux Lookout. She has been on the board since 2012. She enjoys being here. She thanked everyone for another year. It has been a tough year but we are moving forward.

**Dr. Dan Shilensky** – is the President of the Medical Staff Association. He is pleased to be here at the AGM and is looking forward to continuing as a member of the board supporting SLMHC in our community.

**Kathy Loon** – is the Executive Lead Indigenous Collaboration and Relations at SLMHC. This is her first AGM. She was the traditional program manager for eight years and recently moved to the executive level. She would like to say hello to everyone and to the northern communities.

**Dr. Laurel Laakso** – is the interim Chief of Staff at SLMHC. She wishes everyone a good morning and hopes everyone is doing well. She thanks everyone for attending the meeting.

**Ms. Heather Lee** – is the President & CEO at SLMHC. She thanked everyone for joining the AGM today. She thanked all staff, physicians, clients, community members and community leadership. This past year with COVID-19 has been challenging for everyone. Normal routines have been disrupted. She appreciates the work that has been done to keep everyone safe. She wanted to recognize the federal holiday that is on September 30. The Ontario Hospital Association does not recognize the National Day for Truth and Reconciliation as a statutory holiday for hospitals. The organization will be providing orange shirts to staff, physicians and volunteers to wear on that day as we remember the many lives that have been lost and the unmarked graves that were found with the residential school system. She would like to address the community regarding the discussions on staffing challenges here at SLMHC. We are not unlike any other hospital in Ontario and our team is working hard to address those staffing challenges and physician shortages. We are surrounded with a wonderful team from SLRPSI and SLMHC who have come together to ensure services remain open. We are here to serve the needs of our community. Thank you for your support.

**Ms. Sadie Maxwell** – is the chair of the board representing Windigo First Nations Council. There are seven first nation communities within their organization. She thanked the board members for the direction and support they have provided over the past year. It has been a challenging year. She thanked the first nation communities. They have been vigilant with the COVID-19 fight and have done a remarkable job keeping the community members safe. They have put in so many hours to ensure the community is safe and for that I thank them.

## 9. Questions

- Ms. Joyce Timpson noted there may be some value in summarizing to the community members the direction the board is going with some of the discussions in the community.
- Mr. Knowles McGill noted the Board has directed the executive committee to seek a third-party Workplace Culture Assessment. We are proceeding with an RFP and will make the public aware as we continue to move forward.
- Ms. Heather Lee noted the senior executive team is fully engaged and willing to embrace the Workplace Culture Assessment. We look forward to seeing if there are processes and protocols within the hospital that we can improve on and make it an even greater place for patients to experience their care.

- Ms. Heather Lee noted an Employee Experience Survey was completed in the spring. She is happy to share with community members that the results are positive. The Patient Satisfaction Survey results are also higher than they have been in the past. We continue to monitor these on a weekly and monthly basis.

**10. ADJOURNMENT/CLOSING PRAYER**

Ms. Sadie Maxwell thanked everyone for participating today. Hopefully we have a better year. Take care everyone.

The meeting was adjourned at 1140 hours.

**MOTION #ANN04/21** it was moved by Mr. James Cutfeet that there being no further business, the Annual General Meeting be adjourned at 1140 hours. Seconded by Ms. Joyce Timpson. **CARRIED**

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MS. HEATHER LEE, SECRETARY

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MS. S. MAXWELL, BOARD CHAIR

SF/  
October 2, 2021

**SIoux LOOKOUT MENO YA WIN HEALTH CENTRE**  
**BOARD OF DIRECTORS MEETING**  
held Wednesday, December 8, 2021 at 0930 hours  
via Zoom/Boardroom A & B

**Present:** Ms. Sadie Maxwell (chair), Mr. Knowles McGill, Ms. Joyce Timpson, Ms. Heather Lee, Mr. Dean Osmond, Dr. Laurel Laakso, Ms. Beatrice Anderson, Ms. Kathy Loon, Ms. Christine Hoey, Mr. Terry Jewell, Mr. John Cutfeet, Mr. Roy Spence, Mr. Kevin Holder, Mr. Leroy Quoquat, Ms. Selena Froude (recorder)

**Regrets:** Mr. John McKay, Mr. Joe Meekis, Ms. Teri Fiddler, Ms. Patricia Keesickquayash, Dr. Dan Shilensky, Mr. Douglas Semple.

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The meeting was called to order at 0937 hours. The meeting was opened with a moment of silence. Ms. Maxwell welcomed everyone to the meeting.

**Directors Conflict of Interest Disclosure**

Ms. Lee declared a conflict of interest and recused herself for agenda item 1

1. **In-Camera Session**

**MOTION #44/21** it was moved by Mr. Knowles McGill that the Board of Directors move this portion of the meeting in-camera. Seconded by Mr. Terry Jewell. **CARRIED**

**MOTION #45/21** it was moved by Mr. Knowles McGill that the Board of Directors return to the regular meeting, having completed the in-camera session. Seconded by Mr. Terry Jewell. **CARRIED**

**Patient Story**

Ms. Lee shared a patient story.

2. **Approval of the Agenda**

The agenda was reviewed and approved as amended; Recruitment of Chief of Staff was added.

**MOTION #46/21** it was moved by Ms. Joyce Timpson that the Board of Directors approve the agenda of the regular meeting held December 8, 2021 as amended. Seconded by Ms. Christine Hoey. **CARRIED**

3. **Approval of the Minutes of the IN-CAMERA Board Meetings held November 4, 2021.**

The minutes of the IN-CAMERA Board meeting held November 4, 2021 was reviewed and approved as corrected.

**MOTION #47/21** it was moved by Ms. Christine Hoey that the Board of Directors approve the minutes of the November 4, 2021 IN-CAMERA Board meeting as corrected. Seconded by Ms. Joyce Timpson. **CARRIED**

#### 4. **Business Arising from the Minutes**

##### 4.1 Key Message Document

- Ms. Lee noted a request was made to have a key message document that Board of Directors could share with their representatives.
- Ms. Lee presented a draft to the Board for review and to provide feedback. **ACTION**

##### 4.2 Board Committee Membership

- Ms. Lee noted a chair person is needed on the Quality and Patient Safety Committee and a representative on the Regional Services Committee.
- Ms. Lee noted the importance of the Regional Services Committee. This is a governance role and regional projects and strategies are being discussed. We need our voice at the table.
- Ms. Timpson agreed to be the representative on the Regional Services Committee.
- Ms. Anderson agreed to be the chair person on the Quality and Patient Safety Committee. Ms. Hoey agreed to be the alternate chair person.

**MOTION #48/21** it was moved by Ms. Christine Hoey that the Board of Directors approve Ms. Joyce Timpson to be the representative on the Regional Services Committee, Ms. Beatrice Anderson to be the chair person on the Quality and Patient Safety Committee and Ms. Christine Hoey to be the alternate chair person on the Quality and Patient Safety Committee. Seconded by Mr. Terry Jewell. **CARRIED**

- Ms. Lee noted there are four vacancies on the Board.
- Ms. Lee noted the member at large is appointed by the northern members of the Board representing First Nation communities. Selena to send email to the northern First Nation members. **ACTION**
- Ms. Lee noted three applications has been received for the southern community member. The members representing the southern community to review the applications and give their recommendation. Selena to send email to southern community members. **ACTION**
- Ms. Lee noted SLFNHA has sent their representative recommendation.
- Ms. Lee noted Mr. Leroy Quoquat has resigned. Selena to send a letter to Lac Seul First Nation. **ACTION**

##### 4.3 Employee Experience Survey Analysis

- Ms. Lee noted our quality assurance and decision support lead did an analysis of the employee engagement survey. The results are good.
- Ms. Lee did an overview of the results. Management and their team worked together to identify the top five areas of development in their departments. The employees voted on the top three to be actioned over a ninety day period.

##### 4.4 Workplace Culture Assessment

- Ms. Lee noted an initiation meeting was held with People First HR Services, the Executive of the Board and Senior Executive.
- Ms. Lee noted a communication will be sent to the Board, staff, and physicians to notify of a survey that will be distributed in the new year.
- Ms. Lee noted the final report will be available in March.

## 5. Round Table

**Ms. Christine Hoey** - Ms. Hoey introduced herself as the chair of the Foundation. Yesterday was seven years that her mom passed away. She spent the day with the Foundation doing what her mom enjoyed. She is happy to be here.

**Ms. Beatrice Anderson** - Ms. Anderson wished everyone a good morning. She has tried her best to attend meetings. She enjoys being here.

**Mr. John Cutfeet** – Mr. Cutfeet knows how hard it is to lose a loved one. Since March he has lost four family members. He is starting to come back again. During a recent visit, he was treated professionally by the staff, physicians and nurses at SLMHC.

**Ms. Joyce Timpson** – Ms. Timpson noted her thoughts are with both John and Christine. She has received exceptional service from the staff at SLMHC.

**Mr. Terry Jewell** – Mr. Jewell noted having an in-person meeting and seeing people is wonderful, he enjoys it. Good wishes for the season and for 2022.

**Dr. Laurel Laakso** - Dr. Laakso wished everyone a good morning. This is her first in-person Board meeting. It is wonderful to have everyone here and meet you in person.

**Mr. Dean Osmond** - Mr. Osmond wished everyone a good morning. It is nice to sit down with everyone in one room. He wished everyone a great holiday.

**Ms. Heather Lee** - Ms. Lee noted it is nice to see everyone in person. She wished everyone a safe and happy holiday season.

**Ms. Sadie Maxwell** - Ms. Maxwell wished everyone a happy holiday and to remember safety protocols.

**Mr. Leroy Quoquat** – Mr. Quoquat wished everyone a good morning and a Merry Christmas. He expressed his sympathy. He knows what it is like to lose a loved one. He will be stepping down from the Board and wishes success in the future. He thanked the Board for allowing him to sit with them these past years.

**Ms. Kathy Loon** – Ms. Loon noted she is not feeling well. She shared some Ojibway teachings. She wished everyone a Merry Christmas. She would have loved to have met everyone in person.

**Mr. Kevin Holder** – Mr. Holder thanked everyone for the invite. This is his first official meeting. He wished everyone a Merry Christmas. He is enjoying being here.

## 6. Reports

### 6.1 Foundation Report

- Ms. Hoey noted the Skip to Equip bonspiel raised \$80,000.
- Ms. Hoey noted the Foundation Board meeting was held this past week. We are seeking a board member.
- Ms. Hoey noted we are doing a lot of positive things. Thank-you cards are being sent to all who have donated to the Foundation and the hospital over the past two years.
- Ms. Hoey noted the Foundation is purchasing fitness equipment. Our focus in 2022 is to

campaign to purchase the two bigger equipment needed at the hospital.

## 6.2 CEO Report

- Ms. Lee noted she provided all her updates in her previous discussions.

## 6.3 Chief Nursing Executive (CNE) Report

- Mr. Osmond noted the Regional Transfer Nurse in Thunder Bay went live December 6.
- Mr. Osmond noted he attended the Police Services Board meeting. In January, the OPP will no longer take intoxicated patients into custody when a service call is placed. Patients will be brought to the ED. The Police Services Board would like to see a service similar to the Morningstar Detox Centre in Kenora. A meeting is scheduled with Cory Watson of Ontario Health to discuss potential shelter houses.
- Mr. Osmond noted all our services are fully operational with the exemption of the Assault Care and Treatment. We have a shortage of nursing staff. The First Step Women's Shelter has a sexual assault program in Sioux Lookout and has showed interest in partnering with SLMHC.
- Mr. Osmond noted the four plexes are not completely finished but are fully occupied.
- Mr. Osmond noted we are hearing great feedback from staff on having clinical managers working evening and weekends providing support.

## 6.4 Chief of Staff Report

- Dr. Laakso noted we continue to use the ED locum program to fill physician vacancies in the ED. The winter season has made it challenging to fill these positions.
- Dr. Laakso noted we continue to have interest in visiting specialist providing services at SLMHC. A pediatric allergist will be starting in January.
- Dr. Laakso noted the Quality of Care Committee has been quite robust. Our focus is patient safety.

## 6.5 Executive Lead Indigenous Collaboration and Relations

- Ms. Loon noted there are plans to amalgamate our Elders council with SLFNHA.
- Ms. Loon noted the Elders council will take place on December 14, 15 and 16. SLMHC and SLFNHA will be presenting. The knowledge keepers will be present at these meetings.
- Ms. Loon noted Access Alliance Language Service provides interpreter translation in 180 languages. Access Alliance would like to add Ojibway, Oji-Cree and Cree languages to their services. Ms. Loon has a meeting with TBRHSC and Access Alliance to finalize the project. The start date is December 20.

## 7. **Standing Agenda Items**

### 7.1 Financial Update

- The financial statements for October 31 were presented.
- Mr. Holder did an overview and noted our financials are fairly consistent and expected.
- Mr. Holder noted the most substantial change is related to the COVID-19 revenue. The unbudgeted COVID-19 expenses are due to the uncertainty of COVID-19 and ministry funding.
- Mr. Holder noted we have an \$860,000 deficit. Fund 2 has a small surplus.
- Ms. Lee noted Mr. McGill has reviewed the financials and we are in a good position. The financials will be reviewed at the next RUC meeting.

## 7.2 Accreditation – Governance

- Ms. Lee noted accreditation is in June.
- The governance survey deadline is December 31, 2021. Selena to send the survey link to the Board members. **ACTION**

## 7.3 Regional Services Committee

- N/A

## 7.4 Quality Reports

- N/A

## 8. **New Business**

### 8.1 Approval of Privileges and Credentialing as per MAC meeting of October 7 and December 2, 2021

Privileges for physicians and allied health professionals were reviewed.

**MOTION #49/21** It was moved by Mr. Terry Jewell that the Board of Directors grant privileges to the physicians and allied health professionals listed and approved at the October 7 and December 2, 2021 meetings of the Medical Advisory Committee. Seconded by Ms. Joyce Timpson. **CARRIED**

### 8.2 Board of Directors Meeting Schedule for 2022

- The Board was in agreement of the 2022 Board of Directors meeting schedule.

### 8.3 Published Article – Demographics of mental healthcare presentations in a northwest Ontario emergency department

- Provided for information purposes.

### 8.4 Recruitment of Chief of Staff

- Ms. Lee noted the interim chief of staff ends in June.
- Ms. Lee noted the recruitment process can take up to three months and asked that the Board start the process in January.
- Ms. Lee noted Dr. Laakso has done a remarkable job and is a good addition to the team.

## 9. **Minutes of Committees – for Information**

9.1 N/A

## 10. **Next Meeting/Closing Prayer**

The next meeting is scheduled for January 27, 2022.

11. **Closing Prayer**

Ms. Loon closed the meeting with a prayer. The meeting was adjourned at 1205 hours.

**MOTION #50/21** it was moved by Ms. Christine Hoey that there being no further business, the meeting be adjourned at 1205 hours. Seconded by Ms. Joyce Timpson.  
**CARRIED**

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H. Lee, Secretary

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S. Maxwell, Chair

SF  
December 21, 2021

DRAFT