

**BOARD OF DIRECTORS MEETING**  
**OPEN SESSION**  
 Thursday, January 30, 2025  
 5:30 pm – La Verendrye General Hospital / Webex

**A G E N D A**

Item	Description	Page
1.	Call to Order – 5:30 pm – Indigenous Acknowledgment & Reading of the Mission Statement 1.1 Quorum 1.2 Conflict of Interest and Duty	
2.	Consent Agenda 2.1 Board Minutes – November 28, 2024 * Pg 4 2.2 Board Chair & Senior Leadership General Report – D. Clifford, H. Gauthier, D. Harris, C. Larson, J. Odgen, Dr. L. Keffer * Pg 6 2.3 Governance Committee Report – B. Norton 2.4 Audit & Resources Committee Report – B. Norton 2.5 Quality Safety Risk Committee Report – M. Kitzul * Pg 8 2.6 Auxiliary Reports * Pg 10	
3.	Motion to Approve the Agenda	
4.	Patient / Resident Safety Moment	
5.	Business Arising - None	
6.	New Business - None	
7.	Opportunity for Public Participation	
8.	Move to In-Camera	
9.	Other Motions/Business	
10.	Date and Location of Next Meeting: February 27, 2025	
11.	Termination	

\* denotes attached in board package / \*\*denotes circulated under separate cover / \*\*\* denotes previously distributed



**BOARD OF DIRECTORS MEETING  
ANTICIPATED MOTIONS – OPEN SESSION**

**Thursday, January 30, 2025**

3.	Motion to Approve the Agenda	THAT the RHC Board of Directors approve the Agenda as circulated/amended
8.	Move to In-Camera	THAT the RHC Board of Directors move to in camera session at (time)
9.	Other Motions/Business	
11.	Termination	THAT the RHC Board of Directors meeting be terminated at (time)

Indigenous Acknowledgment:

*Riverside acknowledges that the place we are meeting today is on the traditional lands of the Anishinaabeg people, within the lands of Treaty 3 Territory, as well as the home to many Métis.*



**VISION**  
Caring, Together

**MISSION**  
Improving The Health of Our Communities

**VALUES**  
Progressive • Integrity • Caring • Accountable

**STRATEGIC PILLARS**

**ONE RIVERSIDE**  
Supporting a consistent and enabling organizational culture

**INVESTING IN THE PEOPLE WHO SERVE**  
Creating a plan to strategically leverage human resources

**TOMORROW'S RIVERSIDE TODAY**  
Making investments today, to support Riverside tomorrow

**STRIVING TO EXCEL IN EQUITY, DIVERSITY & INCLUSION**  
We will support EDI in all we do

 **Riverside  
Health Care**



patients from other communities. The scope of procedures that are now undertaken by the surgical teams with visiting orthopods is truly amazing. Each patient that has a knee or hip replacement has a very individualized selection of components implanted, so many sizes and styles must be on hand. The patient shared that her particular surgery required special implants to be available, and she felt fortunate that could be done for her. Undertaking an orthopedic program requires commitment to a strong infrastructure.

The patient shared from her previous role the Surgical staff enthusiastically embraced additions to the program, undertaking necessary learning and acquiring new skills to meet challenges of new procedures. She noted they will always give their best for their patients.

D. Clifford thanked J. Cousineau for sharing this story.

**5. BUSINESS ARISING:**

There was no business arising.

**6. NEW BUSINESS:**

There was no new business.

**7. OPPORTUNITY FOR PUBLIC PARTICIPATION**

There was no public participation.

**8. MOVE TO IN-CAMERA:**

It was,

MOVED BY: B. Norton

SECONDED BY: M. Kitzul

THAT the Board go in-camera at 5:33 pm.

CARRIED.

**9. OTHER MOTIONS/BUSINESS:**

There was no other motions/business.

**10. DATE AND LOCATION OF NEXT MEETING:**

January 30, 2025

**11. TERMINATION:**

It was,

MOVED BY: E. Bodnar

THAT the meeting be terminated at 7:32 pm.

CARRIED.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary/Treasurer



## Board Chair, Chief of Staff & Senior Leadership Report – January 2025 Open Session

### Strategic Pillars & Directions

#### Investing in Those Who Serve - Strategically Leveraging our Human Resources

- **Human Resource Information System**  
Our team recently reviewed future expansion opportunities. We continue to work closely with UKG to prepare for the rollout of payroll, human resources, and other modules required to complete development of our Human Resource Information System.  
It is important to note that the existing scheduling system continues to evolve, including future expansion of the tool to include budget data and automated SMS based shift replacement.
- **LUCAS**  
Automatic CPR devices (LUCAS) are being deployed at LaVerendrye General Hospital (LVGH) and Rainy River Health Centre (RR). CPR requires enormous physical energy to perform effectively. Staff can only really do compressions for 1-2 minutes before they are tired and need to be rotated out. In a small site like RR, although they have fewer code blues, they also have fewer staff, so a prolonged code blue resuscitation with CPR would be much more difficult to maintain in that environment.
- **Biomedical Contract**  
Almost 2 ½ years of recruitment efforts have been unsuccessful for biomedical services. While we remain with 1.0 FTE Biomed to manage RHC needs we are unable to continue to support regional partners such as Dryden, Red Lake, and Sioux Lookout. Our Director of Engineering is notifying our partners to seek an alternate service provider.
- **Summer Studentship Program (SSP) 2025 Application**  
Our application under the Summer Studentship Program (SSP) provided through the Northern Ontario School of Medicine was approved for LaVerendrye General Hospital (LVGH). Student applications must be submitted by February 15, 2025, to qualify for hire as a Summer Student. NOSM assigned funding is based on a flat rate of \$5,040 per student with a normal max of two students.

#### One Riverside - Promoting a Consistent and Empowering Culture

- **LVGH Non-Profit Housing**  
BLG representatives are managing post closing matters for LVGH Non-Profit Housing as it relates to the recent amalgamation with Riverside Health Care.
- **Rainy River Seniors Active Living Fair 2025**  
Members of the Rainy River Clinic Board, RHC's Senior Team, and Community Services management and staff attended part of the Rainy River (RR) Seniors Active Living Fair on January 9, 2025. Our Chief of Staff (COS), as chair of the clinic board, addressed the Rainy River Seniors in attendance. We received a very positive reception and were supported by the Township of RR members of the clinic board.
- **Quality**
  - Accreditation kickoff with Directors has occurred as has initiation of the accreditation team process.
  - A draft list of 2025-26 QIP indicators has been identified that touch upon all critical aspects of RHC. The timelines and performance measures are being developed.

#### Tomorrow's Riverside Today - Investing Today to Support Tomorrow

- **Digital Health Governance Model**  
The senior team is reviewing the proposed governance model and membership across the various committees for the Regional Digital Health footprint. The CIO from TBRHSC has requested a meeting to discuss the governance model. Currently, our CFO is on the Digital Health Committee, our CNE is on the Meditech Expanse Committee and our Quality Assurance lead provides direction to our Corporate Risk Lead that is responsible for the rollout of the new Meditech Expanse system at Riverside Health Care.
- **Online Payments Now Live**  
RHC has gone live with its online payment system that allows all patients, residents, and clients to remit payment for invoices received on-line. This convenient method of payment will improve the experience for our public and reduce manual processes for our back-office staff. Thank you to Finance, Communications, and IT for modernizing our payment infrastructure.

- **NWO CEO Regional Working Group**

The NWO CEO Regional Working Group meeting was held on December 2, 2024. The agenda included Digital Health, Life and Limb Policy, HHR, LTC Advocacy, Regional Services Council Standing Committee updates, System Capacity & Patient Flow, OHN updates, Regional Specialized Services Network and OHT updates, and a Roundtable.

- **Inpatient MH&A**

Ontario Health (OH) scheduled a meeting on December 17, 2024, to further discuss the need for IP MH&A beds at LVGH. It was determined that enhanced and updated data would be required, but it was also agreed that some form of hybrid unit would be appropriate to meet broader needs of our mental health and addiction patients.

- **OHT**

- We received questions from the government related to our Ontario Transit Investment Fund (OTIF) application that we submitted for a district wide MSPT. Our responses have been submitted.
- A meeting was held regarding the RAAM clinic. The discussion circled the incoming information system that is being implemented to support RAAM. A working group is being formed to guide oversight of best practice processes.
- OHT leadership has adopted a process for accessing surplus funds to address needs of partner agencies. An application is pending for Riverside's back up Chemistry analyzer. In addition, an application is in process for Specialist and Diagnostic funding to support 1 year of a transportation coordinator and driver.

**Striving To Excel in Equity, Diversity & Inclusion (EDI)**

- **RRDSSAB/RHC Collaboration**

The CAO and Board Members of the RRDSSAB recently engaged with the ADM and Chief of Staff for the Minister of Health to advocate on behalf of EMS services, a regional MSPT program operated by RHC, and other important initiatives of other partner agencies. RHC worked closely with the CAO to prepare a briefing note for the Ministry that outlined the benefits of an expanded MSPT model in the Rainy River District that will serve a dual purpose by reducing the burden on our overextended EMS services while also creating a district transportation network that will support the Specialist & Diagnostic program.

- **GHAC**

A meeting was held with GHAC leadership on January 16, 2025, to discuss the onboarding of new Indigenous Care Coordinators and enhance management linkages to ensure the best possible oversight of the program. GHAC is working on a new draft MOU to capture all aspects and responsibilities of the relationship between our two organizations.

Thank you to the Riverside Team for their submissions, they are invaluable in the preparation of this report.

Respectfully Submitted,

Diane Clifford, Board Chair

Dr. Lucas Keffer, Chief of Staff

Diana Harris, Chief Nursing Executive

Carla Larson, Chief Financial, Information & Technology Officer

Joanne Ogden, Quality Assurance & OHT Executive Lead

Henry Gauthier, President & CEO

RHC Directors, Managers & Supervisors



**Quality, Safety, Risk Committee Report – January 2025**

2.5.1 Board Quality Metrics \*



# BOARD OF DIRECTORS - QUALITY METRICS - 2024-2025



- INDICATORS:**
- Participation A** - # of voting board members attending board meetings monthly.
  - Participation B** - # of voting board members attending committee meetings monthly.
  - Reflection A** - # of completed board meeting evaluation surveys bi-monthly.
  - Reflection B** - # of members that complete the board self-assessment questionnaire annually (June).
  - Decision Making** - # of board decisions made by detailed briefing notes/supporting documentation done monthly.
  - Education A** - # of education sessions at board meetings monthly.
  - Education B** - # of board meeting agenda items related to integration, quality or strategy monthly.
  - Composition** - # of categories in the skills based board matrix met annually (March).
  - Compliance** - # of new directors that attend board orientation annually (Sept).

INDICATOR	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	YTD Actual	Target	Variance	Notes
1. Participation A	71%	86%	71%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	76%	75%	1%	
2. Participation B	92%	75%	83%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	85%	75%	10%	
3. Reflection A	43%	#DIV/0!	86%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	64%	100%	-36%	
4. Reflection B										#DIV/0!			#DIV/0!	100%	#DIV/0!	
5. Decision Making	100%	100%	100%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	100%	90%	10%	
6. Education A	100%	100%	100%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	150%	100%	50%	min of 1 session/mtg
7. Education B	100%	100%	100%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	100%	100%	0%	min of 2 items/mtg
8. Composition							#DIV/0!						#DIV/0!	89%	#DIV/0!	XX/18 met (in green zone)
9. Compliance	100%	#DIV/0!	#DIV/0!										#DIV/0!	90%	#DIV/0!	Board Orientation took place in September 2024



## Auxiliary Report – January 2025

### Emo

No Report.

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### La Verendrye General Hospital

See attached.

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### Rainycrest

No Report.

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### Rainy River

The Rainy River Health Centre Auxiliary met on December 4, 2024, with the following highlights:

- Our auxiliary enjoyed a tasty Christmas luncheon before the meeting began. Thanks to Michelle Abraham Catering for the delicious meal.
- For Christmas gifts, our auxiliary is sponsoring haircuts for each of the hospital long-term residents. These certificates will be presented at the annual Christmas party on December 20, 2024.
- The Senior Active Living Fair will take place on January 9, 2025, from 10:00 to 3:00. The theme is “Just Do It”. Our auxiliary will have table space at the fair to advertise.
- Our annual Christmas Bazaar took place on Saturday, December 7, 2024, at the Legion. It was decided to try, along with the penny table and draws, a silent auction of five items to see how the public would respond. The beautiful quilt that we have been selling tickets on since July was drawn at the bazaar. It was a huge fundraising opportunity for the auxiliary. The bazaar was a huge success, with excellent attendance.

The Rainy River Health Centre Auxiliary met on January 8, 2025, with the following highlights:

- Our auxiliary will be offering one \$1,000.00 bursary for a qualifying RRHS graduate this year.
- Our Christmas Bazaar was a great success with about one hundred attendees participating in the penny table, draw table, silent auction, quilt raffle draw, pie sales and membership drive.
- We were very grateful to the Fort Frances Quilters Guild for the donation of this year’s beautiful king-size quilt for our raffle draw. Our auxiliary has been contacted by a Rainy River resident who wishes to donate a quilt for the 2025 Christmas Bazaar, which we have gratefully accepted.
- A decision was made to finish selling the remaining Nevada tickets we have and then discontinuing the sales of these pull tabs.
- Fundraising efforts will go toward our \$5,000.00 commitment to the CBC Analyzer for the Rainy River Health Centre.

**LaVerendrye General Hospital Auxiliary  
Executive Minutes  
Tuesday December 3<sup>rd</sup>, 2024**

**Call to Order:** 1:30p.m

**Attendance:** Marnie C, Linda B, Linda P, Donna P, Diane G, Jan B, Susan S, Carla B, Maureen R, Janice M, & Margie G.

**Regrets:** Linda Beadow.

**Auxiliary Pledge:** Recited by all.

**Declaration of Conflict of Interest:** None

**Approval of Agenda:** Addition of 'Thank You Gifts'.

**Minutes of November 5<sup>th</sup>, 2024:** Accepted as circulated.

**Treasurer's Report:** Accepted and approved as circulated. Hospital Auxiliary balance as of November 30th 2024 was \$95,221.53.

**Correspondence:** None

**Director's Reports:**

- **Foundation:** Reminder to executive of the upcoming Rainy River Auxiliary Tea to be held at the Legion from 2 to 4 p.m on December 6th 2024.
- **Gift Shop:** Revenue was down a bit at the gift shop and vending machines. There was a lack of volunteers. Christmas merchandise is set up in the gift shop.
- **Membership:** There are 140 paid up memberships to date. A 'we miss you' letter will be sent out in January to those who have not yet paid membership fee for the year. Phoning: No Report
- **Social Activities:** The Christmas Coffee and Conversation is set to go and prepared for a potential 30 attendees. Donna Lowey is donating centrepieces. A gift bag will be at each place setting. Surplus coffee, tea, sugar from Spirit of Christmas has been donated to the Senior Centre. Linda P will bring income tax receipt envelopes to handout.
- **Directors at Large:** Thanks to all for the assistance provided to Spirit of Christmas. No report.

**Patient Services:** There were 14 babies born in November. 30 dream catchers were made and donated for the baby gift bags. 60 smoke detectors for the bags have been ordered through Tompkins Hardware. They will be unable to supply future detectors at the current price. The cost to them has doubled.

**Unfinished Business:**

- *The Spirit of Christmas 2024* was deemed a grand success. Finances have not been finalized but an approximate net total of \$14,500 after expenses is expected. Thank you to many volunteers who helped in the various venues of the event. Thank you to M & M's for donating the delicious cakes for the tea and thank you to member Josie Schill for the lovely centrepieces for the tables.

We made a motion to give a \$200 honorarium to thank Diane Gibson who generously donated the use of 17 large round banquet tables and tablecloths for the event. Jan B made the motion, seconded by Susan S, motion carried.

Baking that was left over from *The Spirit of Christmas* sale was sold out at the hospital gift shop the following Monday. A complete report for the Spirit of Christmas 2024 is attached to the Minutes.

**New Business:**

- It was decided that the *Women's Wellness Workshop* will not be held in 2025. A brief discussion was held regarding possible alternative(s) to replace budgeted revenue. Further discussion and planning will happen in the new year.
- Christmas thank you gifts from the Auxiliary will be given to Allison, Chandra and the maintenance dept.

**Adjourned** 2:50 pm. Wishing everyone a very Merry Christmas and a Happy New Year 2025.

**Next meeting:** February 4th 2025 at 1:30pm