

## BRAIN INJURY SERVICES

### BOARD OF DIRECTORS MEETING MINUTES

APRIL 25, 2018

225 KING WILLIAM ST, SUITE 508 (BOARDROOM)

**Present:** Jane Blums, Judy D’Ilario, Jessica Moore, Scott Paulin, Larry Rosenberg, Denise Sartor, Kaela Millar, Mike O’Brien, Mike Vanderzee, Lucy Bower, Caroline Nesbitt, Sarrah Lal, Paula Garshowitz, Rob Payne

**Regrets:** Mike O’Brien

**Staff:** Mila Ray-Daniels, Joanna Pajak (recorder)

**Guests:** Jeff McKrae (CCXIT)

Item	Discussion	Fwd	Action
1. Board Education Session: Cyber Security	Jeff McKrae from CCXIT discussed the recent investments in cyber security at Brain Injury Services and answered questions from the Board.		
2. Approval of Agenda	<ul style="list-style-type: none"> <li>• <b>Motion</b> Moved by K. Millar Seconded by L. Bower That the agenda be approved as presented Carried.</li> <li>• <b>Declaration of Conflict of Interest</b> None.</li> </ul>		
3. Approval of Board Members	<p><b>Motion</b> Moved by P. Garshowitz Seconded by L. Bower That R. Payne be appointed to the Board. Carried.</p>		
4. Approval of Consent Agenda	<p><b>Board Meeting Minutes – March 28, 2018</b></p> <ul style="list-style-type: none"> <li>• <b>Motion</b> Moved by L. Rosenberg Seconded by K. Millar That the consent agenda consisting of Board Meeting Minutes, March 28, 2018 be approved with correction to the spelling of P. Garshowitz’s last name. Carried.</li> </ul>		
5. Business Arising	<p><b>Clinical Roadmap</b></p> <p>M. Ray-Daniels reviewed the plan for developing The Clinical Roadmap and answered questions as raised.</p> <p>It was noted that future published work can be considered for the Ministry of Health and Long-Term Care awards.</p>	X	M. Ray-Daniels to look into Ministry award of Excellence or innovation.

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	<p><b>Pre-election key messages</b></p> <p>M. Ray-Daniels reviewed a draft of key messages in preparation for the 2018 provincial election and answered questions. Members provided suggestions for additional information and clarification of points.</p>	X	M. Ray-Daniels to finalize key messages and email to Board members.
6. CEO Report	M. Ray-Daniels presented the report and responded to questions as raised.		
7. Policy Review	<p><b>Global Board Management Delegation</b></p> <p><b>Motion</b> Moved by J. Moore Seconded by C. Nesbitt That the policy be approved as presented Carried</p> <p><b>Quality Improvement</b> Point 3 be put into point 2 “in accordance of applicable regulatory requirements” “so that the Board can monitor the performance of the organization on quality</p>	X	To be brought forward with changes at the next Board meeting.
8. New Business			
9. Standing Agenda Items	<p><b>Quality Committee Update</b></p> <ul style="list-style-type: none"> <li>• There is no update at this time</li> </ul> <p><b>Governance Committee Update</b></p> <ul style="list-style-type: none"> <li>• There is no update at this time</li> </ul> <p><b>Finance Committee Update</b></p> <ul style="list-style-type: none"> <li>• There is no update at this time</li> </ul>		
10. Meeting Evaluation			
11. Adjourn	L. Bowers moved to adjourn.		
11. Next Meeting	May 23, 2018 at 5:30pm at the Main Office.		

Item	Discussion	Fwd	Action
12. In Camera			

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President's Signature

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Date