

BRAIN INJURY SERVICES

BOARD OF DIRECTORS MEETING MINUTES

AUGUST 1, 2018

225 KING WILLIAM ST, SUITE 508 (BOARDROOM)

Present: S.Paulin, M.Vanderzee, D. Sartor, J. Blums, S. Lal, M. O'brien, J. Moore, R. Payne

Regrets: P.Garshowitz, J. D'llario, K. Millar, L. Rosenberg

Staff: Mila Ray-Daniels, Veronica Panchyshyn (recorder)

Guests: Andrew Mcilwaine (Aprio)

| Item | Discussion | Fwd | Action |
|-----------------------------------|--|-----|--|
| 1. Board Education Session: Aprio | A. Mcilwaine presented on Aprio software and answered all questions and concerns as raised. | | |
| 2. Approval of Agenda | <ul style="list-style-type: none"> • Motion Moved by M. Vanderzee Seconded by J. Blums That the agenda be approved as presented Carried. • Declaration of Conflict of Interest None. | | |
| 3. Approval of Consent Agenda | <p>Board Meeting Minutes – June 20, 2018 Governance Committee Minutes – February 16, 2018</p> <ul style="list-style-type: none"> • Motion Moved by D. Sartor Seconded by R. Payne That the consent agenda consisting of Board Meeting Minutes, May 23, 2018, 2018 and Finance Committee Minutes, March 21, 2018 Carried. | | |
| 4. Business Arising | <p>Fee for Service Report M. Ray-Daniels presented an updated fee for service report. Future fee for service opportunities were discussed among the board.</p> <p>Appointment of Vice President S. Lal has been appointed as the new Vice President (VP) until October. Motion Moved by R. Payne Second by J. Moore</p> | | <p>Board to review financial plan and bring forward any questions or concerns to the next board meeting.</p> <p>Board to review VP description and email S.Paulin if interested in VP position in Oct.</p> |

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|--------------------------|---|-----|--|
| 5. CEO Report | <p>M. Ray-Daniels presented the report and responded to questions as raised.</p> <p>M. Ray-Daniels discussed the recent change in management structure, addressing all questions as raised.</p> | | M. Ray-Daniels to coordinate with partner agencies regarding the conference |
| 6. New Business | <p>Meet the New Health Minister M. Ray-Daniels referred to the articles shared.</p> <p>New Government Directive M. Ray-Daniels discussed the change in government and answered questions as raised.</p> <p>Initial Setup of Aprio Board had an open discussion regarding the adoption of Aprio software.</p> | | <p>J. Pajak to send meeting invitations to all board members for the rest of the year</p> <p>J. Pajak to email and have a few print packages available for meetings as the transition to Aprio takes place</p> |
| 7. Standing Agenda Items | <p>Quality Committee Update No Quality Committee Updates at this time.</p> <p>Governance Committee Update No Governance Committee Updates at this time.</p> <p>Finance Committee Update No Finance Committee Updates at this time</p> | | |
| 8. Meeting Evaluation | The Board reviewed the prior meeting evaluation results and no concerns were noted. | | |
| Adjourn | M. O'Brien moved to adjourn. | | |
| 9. Next Meeting | September 26, 2018 at 5:30pm at the Main Office. | | |
| 10. In Camera | n/a | | |