

BRAIN INJURY SERVICES

BOARD OF DIRECTORS MEETING MINUTES

MAY 23, 2018

225 KING WILLIAM ST, SUITE 508 (BOARDROOM)

Present: Jane Blums, Scott Paulin, , Denise Sartor, Mike O'Brien, Mike Vanderzee, Lucy Bower, Caroline Nesbitt, Sarrah Lal, Paula Garshowitz, Rob Payne, Larry Rosenberg

Regrets: Jessica Moore, Kaela Millar

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

Guests: Eddie Visser (Midfield)

Item	Discussion	Fwd	Action
1. Board Education Session: Midfield Update	<p>E.Visser presented 4 agency names with logo options for decision.</p> <p>The Board discussed the options presented and through process of elimination choose resonated the most with the general public, staff and stakeholders.</p> <p>Brain Injury Services eliminated Ontario Neuro Collective eliminated</p> <p>HIRO and Head strong The importance of Ontario and rehabilitation in the name was noted.</p> <p>A decision was made to move ahead with branding the organization as HIRO – Head Injury Rehabilitation Ontario.</p>		
2. Approval of Agenda	<ul style="list-style-type: none"> • Motion Moved by M O'Brien Seconded by L.Bower That the agenda be approved as presented Carried. • Declaration of Conflict of Interest None. 		
3. Approval of Consent Agenda	<p>Board Meeting Minutes – April 25, 2018 Quality Committee – March 1, 2018</p> <ul style="list-style-type: none"> • Motion Moved by P. garsowitch Seconded by L.Bowers 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. 		

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4. Business Arising	<p>Minister's Medal Honouring Excellence in Health Quality and Safety</p> <p>M Ray- Daniels noted 2017 applications are closed and we will be monitoring for further application opportunities.</p>		
5. Quality Plan	<p>M Ray-Daniels reviewed the QIP with the board members and answered questions. M Ray-Daniels explained the new approach to quality planning that will require a collection of data and a deep dive analysis in order to establish specific targets. Root cause of what is happening.</p> <p>The QIP has been revised to allow for targeted focus on key areas for improvement, prioritization and data gathering for decision support.</p> <p>R.Payne raised a question about whether a target number is needed or if it would make sense to gather data this year and establish data specific target next year. It was noted that a target is needed as a starting point to measure improvement. Target setting is a required part of the QIP. Consistency clean up.</p> <p>Motion Moved by S.Lal Seconded by D. Sartor</p>		
6. CEO Report	<p>M. Ray-Daniels presented the report and responded to questions as raised.</p> <p>M Ray-Daniels recognized C.Sarraf for her work filling empty beds.</p>		
7. Policy Review	<p>Quality Improvement</p> <p>Motion Moved by L.Bowers Seconded by D. Sartor That the policy be approved as presented Carried</p>		

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	<p>For Whom Services are Provided Motion Moved by Seconded by</p>	X	Language to be pulled from strategic plan and French language services Act and brought forward to the next Governance meeting.
8. New Business	<p>Summer Meeting</p> <p>The summer meeting was moved from end of August to August 1st.</p>		
9. Standing Agenda Items	<p>Quality Committee Update</p> <ul style="list-style-type: none"> L.Bowers acknowledged M.Vanderzee's contribution to ideas for client goal setting. L.Bowers noted D.Sartor will be taking over as board chair. <p>Governance Committee Update</p> <ul style="list-style-type: none"> Working with Juanita on CEO compensation and evaluation. <p>Finance Committee Update</p> <ul style="list-style-type: none"> S. Paulin put a call out for new members for the committee. <p>Motion to approve Scott for extended term on Board Moved by L.Bowers Seconded by M. O'Brien</p>		
10. Meeting Evaluation			
11. Adjourn	C. Nesbitt moved to adjourn.		
11. Next Meeting	June 21, 2018 at 5:30pm at the Main Office.		
12. In Camera			

 President's Signature

 Date