

HEAD INJURY REHABILITATION ONTARIO
BOARD OF DIRECTORS MEETING MINUTES

JANUARY 23, 2020

225 KING WILLIAM ST, SUITE 508 (BOARDROOM)

Present: Scott Paulin, Robert Ridge, Jane Blums, Judy D'Ilario, Rob Payne, Paula Garshowitz, Mike O'Brien, Kaela Millar, Denise Sartor

Regrets: Sarrah Lal, Sergio DiGiovanni, Mike Vanderzee

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

Item	Discussion	Fwd	Action
1. Board Education Session	M.Ray-Daniels provided an overview of the Accreditation process and governance involvement in Accreditation 2020		
2. Approval of Agenda	<ul style="list-style-type: none"> • Motion Moved by: S.Paulin Seconded by: R.Ridge That the agenda be approved as presented. • Declaration of Conflict of Interest none 		
3. Approval of Consent Agenda	<ul style="list-style-type: none"> • Motion Moved by: D.Sartor Seconded by: P.Garshowitz That the consent agenda consisting of Board Meeting Minutes, November 27, 2019 be approved as presented. Carried. 		
4. Business Arising From the Minutes	<p>Signing Authority The Board reviewed the governance fiscal policy.</p>		<p>J.Pajak to amend the Fiscal policy to correct incorrect wording.</p> <p>M.Ray-Daniels to bring forward internal BPS policies to next Board meeting.</p>
5. New Business	<p>JRC Window Purchase</p> <ul style="list-style-type: none"> • Motion 		

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	<p>Moved by: S.Paulin Seconded by:P.Garshowitz That the be approved in principle as presented</p> <p>Board Skills Matrix The Board reviewed the skills matrix brought forward by the Governance committee and made recommendations</p> <p>Board Member Job Description</p> <ul style="list-style-type: none"> • Motion Moved by R.Ridge Seconded by S.Paulin <p>That the Board Member job description be approved as presented. Motion Carried.</p> <p>Board Pre-retreat Questionnaire The Board will complete the questionnaire electronically</p> <p>Board Education Support Deferred to Feb meeting</p> <p>Fraud Update from July M.Ray-Daniels provided an update to the Board on the cyber fraud incident in July.</p>	<p></p> <p>X</p> <p></p> <p>X</p> <p></p> <p>X</p>	<p></p> <p>Board skills matrix to be sent out in excel format electronically to Board members</p> <p></p> <p>J.Pajak to send out pre-retreat questionnaire via email to Board.</p> <p>Board education support to be added to Feb Board meeting</p>

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6. Foundation Update	<p>R.Payne provided an update on the Foundation Board.</p> <p>The Foundation has asked that funding requests be done a year ahead and that a clear process be established for requests.</p> <p>The Foundation by-law and policy review has been initiated. It will be brought forward to the Corporation Board for approval when completed.</p> <p>The Foundation Board has invited members to their February 12th Board meeting.</p>		
7. CEO Report	M.Ray-Daniels presented the CEO report and answered questions.		
	<p>Standing Agenda Items</p> <ul style="list-style-type: none"> • Quality Committee Update D.Sartor provided an update to the Board on safety plans in place in the organization. • Governance Committee Update The Board retreat agenda will be updated and circulated to Directors next week • Finance Committee Update 		J.Pajak to email Board retreat agenda to Board members.
8. Meeting Evaluation	The Board reviewed the prior meeting evaluation results.		
9. Adjourn	R.Payne moved to adjourn.		
9. In Camera	n/a		
10. Next Meeting	January 22 at 5:30pm at the Main Office.		

President's Signature

Date

Secretary's Signature

Date