

HEAD INJURY REHABILITATION ONTARIO
BOARD OF DIRECTORS MEETING MINUTES

FEBRUARY 26, 2020

225 KING WILLIAM ST, SUITE 508 (BOARDROOM)

Present: Robert Ridge, Jane Blums, Sarrah Lal, Paula Garshowitz, Mike O'Brien, Denise Sartor, Sergio DiGiovanni, Mike Vanderzee

Regrets: Scott Paulin, Rob Payne, Kaela Millar, Judy D'Ilario,

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

Item	Discussion	Fwd	Action
1. Board Education Session	C. Shanahan reviewed the procurement process of the organization.		
2. Approval of Agenda	<ul style="list-style-type: none"> • Motion Moved by: M.O'Brien 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: R.Ridge Seconded by: J.Blums That the consent agenda consisting of Board Meeting minutes, January 23, 2020, Governance Committee minutes, May 17, 2019, Finance committee minutes November 26, 2019 and February 10, 2020 be approved as presented. Carried. 		
4. Business Arising From the Minutes	<p>Board Education Support</p> <p>The Board discussed how they would like to move forward with supporting board members through various education/development opportunities. Additional process-related discussions will follow for how board members will be supported at the committee-level, when such requests are made.</p> <p>Proposed 2020 Education Topics</p> <p>Board members discussed education topics for 2020. There is an interest in topics that further board effectiveness, such as brain injury and mental health.</p> <p>The Board education session for March should include the Client and Staff as planned and the meeting should also have an informed conversation and decision regarding Foundation next steps.</p>		

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5. New Business	<p>Finance Committee: Election of new member, Robert Ridge</p> <ul style="list-style-type: none"> • Motion Moved by: M.O'Brien Seconded by: J.Blums That Robert Ridge be elected to the Finance Committee <p>Motion Carried.</p> <p>Governance Policy amendment: Financial Condition and Activities</p> <ul style="list-style-type: none"> • Motion Moved by R.Ridge Seconded by S.DiGiovanni <p>That the Governance policy: Financial Condition and Activities be amended as presented. Motion Carried.</p> <p>CWP Lease: Delegation of Authority</p> <ul style="list-style-type: none"> • Motion Moved by: M.O'Brien Seconded by: R.Ridge <p>That the CEO be delegated authority to sign the CWP Lease. Motion Carried.</p> <p>Electronic Minute Approval The Board decided to move forward with electronic minute approval for all committees through Aprio.</p> <p>Director Access to Committee Folders The Board decided to move forward with giving Directors access to all committee folders.</p> <p>Multi-Sector Service Accountability Agreement</p> <ul style="list-style-type: none"> • Motion 		

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	<p>Moved by M.Vanderzee Seconded by J.Blums</p> <p>That the MSSA be approved as presented. Motion Carried.</p>		
6. HIRO Q3 Financials	J.Blums reviewed the Q3 financials with the Board.		
7. Foundation Update	S.Lal provided an update on the Foundation Board meeting that took place this month.		
8. 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 No update • Governance Committee Update No update • Finance Committee Update No further update 		
9. Meeting Evaluation	The Board reviewed the prior meeting evaluation results.		
10. Adjourn	M.O'Brien moved to adjourn.		
11. In Camera	An in camera session was held.		
12. Next Meeting	March 25 at 5:30pm at the Main Office.		

President's Signature

Date

Secretary's Signature

Date