

**HEAD INJURY REHABILITATION ONTARIO
BOARD OF DIRECTORS MEETING MINUTES**

MARCH 25, 2020

5:30 PM

**Video Conference “Microsoft Teams Meeting “
or
Teleconference – Dial +1 289-768-6341 Conference ID: 777 998 474#**

Present:, Sarrah Lal, Jane Blums, Sergio DiGiovanni, Judy D’Ilario, Paula Garshowitz, Kaela Millar, Mike O’Brien, Scott Paulin, Rob Payne, Robert Ridge, Denise Sartor, Mike Vanderzee,

Regrets:

Staff: Mila Ray-Daniels, Bonnie Strus (recorder)

Item	Discussion	Fwd	Action
1. Foundation Guest	David Mifsud, George Street Law		Postponed
2. Approval of Minutes	<p>Motion Moved by: Paula Garshowitz Seconded by: Mike Vanderzee</p> <p>That the Board Meeting minutes, February 26, 2020, be approved as presented.</p> <p>Declaration of Conflict of Interest none</p>		
3. Approval of Agenda	<p>Motion Moved by: Judy D’Ilario Seconded by: Kaela Millar</p> <p>That the agenda be approved with changes due to COVID-19.</p>		
4. Business Arising From the Minutes	None		
5. New Business	<p>COVID-19 M.Ray-Daniels reported on salient points due to COVID-19 pandemic, as they relate to the Quadruple Aim: Staff Experience, Client Experience, Financial Matters and Population Health. Specific topics of discussion included:</p> <ul style="list-style-type: none"> • Leadership Succession Planning • Personal Protective Equipment 		

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	<ul style="list-style-type: none"> • Isolation Plans for Clients • Hospital Surge Needs • Staffing • Communication with funders/partners <p>The Board discussed ways to thank the staff for their hard work and dedication to quality client care at this unprecedented time. Specific tactics were discussed and will be implemented by the Board, such as a letter to all staff.</p> <p>The Board also reinforced their full support to continue to prioritize staff and client health and safety.</p> <p>Union Certification Process</p> <p>United Steelworkers (the union representing both homes in St Catharines), has chosen to initiate a union certification process for one of the Vineland homes. The vote is expected to take place the week of March 30, 2020.</p> <p>Upcoming Events Postponed</p> <ul style="list-style-type: none"> • Accreditation • Board Committee Meetings (April and May) 		
6. HIRO Q3 Financials	<p>Updates to the Year End forecast were reviewed with the Board.</p> <p>It was also noted that although there were efforts to reduce carry-over of vacation over the past year, due to efforts to maintain staffing levels during, COVID-19, vacation carry over will be necessary.</p>		
7. Foundation Update	<p>The Board discussed following up with the Foundation regarding priorities due to COVID 19 and to signal a related funding request to follow in due course.</p>		
8. CEO Report	<p>M.Ray-Daniels presented the CEO report and answered questions. Due to COVID-19, no CEO report to be presented next month.</p>		
	<p>Standing Agenda Items</p> <ul style="list-style-type: none"> • Quality Committee Update No update • Governance Committee Update 		

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	No update • Finance Committee Update No update		
9. Meeting Evaluation	Will be distributed via email		
10. Adjourn			
11. In Camera	No in camera session was held.		
12. Next Meeting	April 22 at 5:30pm via video/tele conference.		

 President's Signature

 Date

 Secretary's Signature

 Date