

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

**APRIL 22, 2020**

**5:30 PM**

**Video Conference “Microsoft Teams Meeting “  
or**

**Teleconference – Dial +1 289-768-6341 Conference ID: 751 424 935#**

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

**Regrets:** Sergio DiGiovanni, Rob Payne

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

Item	Discussion	Fwd	Action
1. Approval of Minutes	<p><b>Motion</b> Moved by: Jane Blums Seconded by: Kaela Millar</p> <p>That the Board Meeting minutes, March 25, 2020, be approved as presented.</p> <p><b>Declaration of Conflict of Interest</b> none</p>		
2. Approval of Agenda	<p><b>Motion</b> Moved by: Paula Garshowitz Seconded by: Mike O’Brien</p> <p>That the agenda be approved as presented.</p>		
3. Business Arising From the Minutes	<p><b>COVID-19</b> 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> <p><b>Enhancing the Client Experience:</b></p> <ul style="list-style-type: none"> <li>• Activities for clients with excellent staff support</li> <li>• Client care plans and transport plans for complexity</li> <li>• Family communications</li> <li>• Leadership support</li> </ul>		

Item	Discussion	Fwd	Action
	<p><b>Unexpected Financial Costs:</b></p> <ul style="list-style-type: none"> <li>• Personal Protective Equipment (PPE)</li> <li>• Work wear allowance for active staff</li> <li>• Union Certification Process at CWP</li> </ul> <p><b>Staff Experience:</b></p> <ul style="list-style-type: none"> <li>• Multi-employer workers</li> <li>• Filling Lines first with HIRO staff</li> <li>• Care Team Well Being</li> <li>• Weekly staff meetings</li> <li>• Keeping staff informed of new initiatives</li> <li>• Engaging the Social Worker</li> </ul> <p><b>Population Health:</b></p> <ul style="list-style-type: none"> <li>• Excellent support from Dr. Kelecevic, HHS and Dr. Kalina, Joseph Brant, as well as our attending physicians, Drs. Lukings and Vona</li> <li>• Emergency Measures Act not extended to community agencies</li> <li>• Working closely to share our materials with partners and through provincial bodies like OCSA</li> </ul> <p><b>Union Certification Process</b></p> <p>United Steelworkers (the union representing both homes in St Catharines), chose to initiate a union certification process for one of the Vineland homes. The vote took place April 1&amp;2. OLRB reported that 29/30 staff placed a vote. 25 were against and four were in favour.</p>		
4. New Business	None		
5. HIRO Q4 Financials			Postponed
6. Foundation Update	M.Ray-Daniels requested that this year's disbursement, as well as last year's disbursement, be requested of Foundation as a minimum to address unbudgeted COVID-related expenses. The Board unanimously endorsed the foundation request.		

Item	Discussion	Fwd	Action
7. CEO Report	M.Ray-Daniels presented the CEO report and answered questions.		
	<b>Standing Agenda Items</b> <ul style="list-style-type: none"> <li>• <b>Quality Committee Update</b> No update</li> <li>• <b>Governance Committee Update</b> No update</li> <li>• <b>Finance Committee Update</b> No update</li> </ul>		
8. Meeting Evaluation	Included in Aprio April documents		
9. Adjourn	M.O'Brien moved to adjourn.		
10. In Camera	No in camera session was held.		
11. Next Meeting	May 27 at 5:30pm via video/tele conference.		

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President's Signature

\_\_\_\_\_  
Date

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Secretary's Signature

\_\_\_\_\_  
Date