

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

**SEPTEMBER 23, 2020**

**5:30 PM**

**Zoom Video Conference**

**Present:** J. Blums, J. D’Ilario, P. Garshowitz, S. Lal, K. Millar, M. O’Brien, S. Paulin, R. Payne, R. Ridge

**Guest:** Dr. Julija Kelecevic

**Regrets:**

**Staff:** M. Ray-Daniels, B. Strus (recorder)

| Item                                 | Discussion  | Fwd | Action      |
|--------------------------------------|---|-----|-------------|
| 1. Education Session                 | <p><b>Dr. Julija Kelecevic Presentation on Ethics</b><br/> M. Ray-Daniels introduced Dr. Kelecevic, an ethicist at Hamilton Health Sciences, who is also an ER physician. Dr. Kelecevic provided a presentation about ethics and governance and discussed Accreditation, a case study as well as the intersection between ethics and equity, diversity and inclusion.</p> |     | Information |
| 2. Approval of Agenda                | <p><b>Motion</b><br/> Moved by: P. Garshowitz<br/> Seconded by: K. Millar</p> <p>That the agenda be approved with the inclusion of the French Language Services Annual Report.</p> <p><b>Declaration of Conflict of Interest</b><br/> None</p>  |     | Decision    |
| 3. Approval of Consent Agenda        | <p>The Consent Agenda consisting of Board Meeting minutes, August 26, 2020, was approved as presented and voted in Aprio.</p>   |     | Decision    |
| 4. Business Arising From the Minutes | <p><b>COVID-19</b><br/> Aggregated data on COVID testing of staff and clients was presented, as a part of HIRO’s internal contact tracing procedure (no personal health information is disclosed).</p> <p><b>Board Skills Matrix</b><br/> The Skills Matrix encompass the quadruple aim and was raised for discussion.</p>  |     |             |

| Item            | Discussion  | Fwd | Action   |
|-----------------|---|-----|--|
|                 | <p><b>Strategic Plan</b><br/>The Board discussed the strategic plan and made minor changes. It was agreed that the staff leadership team would plan to develop an operational plan to support the strategic plan for implementation in Q1 2021.</p> <p><b>Equity, Diversity &amp; Inclusion</b><br/>S. Lal requested feedback from the Board regarding the timing of having an Equity, Diversity and Inclusion (EDI expert) to speak with the Board.</p>                          |     | <p>M. Ray-Daniels will lead operational planning with the leadership team to support the strategic plan.</p> <p>S. Lal to coordinate an EDI Board education session at the November Board meeting and pre-circulate a survey beforehand.</p> |
| 5. CEO Report   | <p>M. Ray-Daniels presented the CEO report, including unbudgeted expenses for urgent repairs at JRC, as well as recent donations.</p> <p>It was noted that work has resumed regionally with Ontario Teams and that information will be brought forward to the Board as it becomes available regarding opportunities for agencies like HIRO which span several regions.</p>  |     |  |
| 6. New Business | <p><b>Annual General Meeting</b></p> <p><b>Motion</b><br/>Moved by: M. O'Brien<br/>Seconded by: P. Garshowitz</p> <p>That the Annual General Meeting be held October 28, 2020 at 5:30 pm, using Zoom videoconferencing.<br/>Carried.</p> <p><b>French Language Services Annual Report</b></p> <p><b>Motion</b><br/>Moved by: M. O'Brien<br/>Seconded by: J. Blums</p> <p>That the French Language Services Annual Report be approved as presented for submission.<br/>Carried</p> |     |  |

| Item                     | Discussion  | Fwd | Action |
|--------------------------|---|-----|--------|
| 7. Foundation Update     | <p><b>Foundation Annual General Meeting</b><br/>To be held October 28, 2020 between 5:00 to 5:30 pm before HIRO's Board of Directors AGM and Board meeting.</p> <p><b>Foundation Working Group</b><br/>S. Lal provided an update about the Foundation and requested a working group be created to implement next steps.</p> <p><b>Motion</b><br/>Moved by: R. Ridge<br/>Seconded by: R. Payne</p> <p>That a Foundation Working Group be created.<br/>Carried.</p> |     |        |
| 8. Standing Agenda Items | <p><b>Standing Agenda Items</b></p> <ul style="list-style-type: none"> <li>• <b>Quality Committee Update</b><br/>- No updates presented at this time</li> <li>• <b>Governance Committee Update</b><br/>- No updates presented at this time</li> <li>• <b>Finance Committee Update</b><br/>- No updates presented at this time</li> </ul>  |     |        |
| 9. Meeting Evaluation    | A survey monkey will be emailed.  |     |        |
| 10. Adjourn              | K. Millar moved to adjourn.   |     |        |
| 11. In Camera            | An in camera session was held.  |     |        |
| 12. Next Meeting         | October 28 at 6:15 pm which will include the AGM at 5:30 pm   |     |        |

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President's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary's Signature

\_\_\_\_\_  
Date