

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

**MAY 26, 2021**

**5:30 PM**

**Zoom Video Conference**

**Present:** J. Blums attended until 6:30 pm, J. D’Ilario, P. Garshowitz, S. Lal, K. Millar, M. O’Brien, R. Payne, R. Ridge, A. Rudder

**Regrets:**

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

Item	Discussion	Fwd	Action
1. Education Session	M. Ray-Daniels oriented the Board to the organizational structure during the Board Education Session.		
2. Approval of Agenda	<p><b>Motion</b>  Moved by: P. Garshowitz  Seconded by: R. Payne</p> <p>That the agenda be approved as presented.</p> <p>Motion Carried.</p> <p><b>Declaration of Conflict of Interest</b>  none</p>		
3. Approval of Consent Agenda	<p><b>Motion</b>  Moved by: J. Blums  Seconded by: R. Ridge</p> <p>That the Consent Agenda consisting of:</p> <ul style="list-style-type: none"> <li>• Board Meeting minutes April 28, 2021 be approved as presented.</li> </ul> <p>Motion Carried.</p> <ul style="list-style-type: none"> <li>• Quality Committee minutes April 20, 2021 as an FYI only.</li> </ul>		
4. Business Arising from the Minutes	<p><b>COVID-19</b>  M. Ray-Daniels deferred the COVID update to the CEO report.</p>		Incorporate the COVID update into the CEO report for future agendas.

Item	Discussion	Fwd	Action
	<p><b>Recruitment Working Group</b> Interviews were conducted with 6 candidates to fill gaps previously determined. Qualities of all candidates were highlighted, all of whom were of high caliber.</p> <p><b>Approval of New Board Members</b></p> <p><b>Motion</b> Moved by: M. O'Brien Seconded by: A. Rudder</p> <p>That the three candidates, G. Kalopsis, E. Adams and A. Rice, be offered positions as members of the Board of Director, commencing June 23, 2021. Motion Carried.</p> <p><b>Enterprise Risk Management</b> ERM is to be reviewed twice a year and on an as needed basis in between.</p>	<p>X</p> <p>X</p>	<p>S. Lal to connect to make the offer to applicants and to close out those who were interviewed but not selected.</p> <p>M.Ray-Daniels to provide orientation and onboarding for new members.</p>
5. CEO Report	<p><b>CEO Report</b> M. Ray-Daniels presented the CEO report and addressed questions.</p>		
6. Foundation Update	<p><b>Foundation Update</b> P. Garshowitz and R. Payne referred to the report shared about Foundation updates and presented two policies: Grant Management and the Investment Policy.</p>	X	Grant Management Policy comments were requested from members by June 18, 2021.
7. New Business	<p><b>Budget 2021/2022</b> This budget was prepared however it will be updated due to unexpected changes in the fee for service line.</p> <p><b>Quality Improvement Plan</b></p>	X	Revisions to the Budget will be presented to the June Finance Committee meeting and then brought forward to the June Board meeting.



Item	Discussion	Fwd	Action
9. Meeting Evaluation	A survey monkey will be emailed.		
10. Adjourn	M. O'Brien moved to adjourn.		
11. In Camera	No in-camera session was held.		
12. Next Meeting	June 23, 2021 at 5:30 pm.		

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 President's Signature

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date