

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

**OCTOBER 27, 2021**

**5:30 PM**

**Zoom Video Conference**

**Present:** J. Blums, J. D’Ilario, P. Garshowitz, G. Kalopsis, S. Lal, K. Millar, R. Payne, A. Rice, R. Ridge, A. Rudder

**Guests:** Staff and Client

**Staff:** M. Ray-Daniels, J.Pajak (recorder)

Item	Discussion	Fwd	Action
1. Education Session	HIRO staff and a client presented about restart efforts and how HIRO is keeping clients connected with community through creative virtual and in-person initiatives. They also spoke about work HIRO is doing in collaboration with a number of community partners to improve care and share ideas in ABI rehabilitation.		
2. Approval of Agenda	<p><b>Motion</b>  Moved by: G.Kalopsis  Seconded by: P.Garshowitz  Opposed: none</p> <p>That the agenda be approved as presented.</p> <p>Motion Carried.</p> <p><b>Declaration of Conflict of Interest</b>  P.Garshowitz, R.Payne, and A.Rudder declared a conflict of interest for the Funding Request to the Foundation due to their current roles as Directors on the Foundation Board.</p>		
3. Approval of Consent Agenda	<p><b>Motion</b>  Moved by: J.D’Ilario  Seconded by: R.Payne  Opposed: none</p> <p>That the Consent Agenda consisting of:</p> <ul style="list-style-type: none"> <li>• Board Meeting minutes September 22, 2021</li> <li>• Governance Committee Meeting Minutes October 18, 2021</li> </ul> <p>be approved as presented and voted in Aprio.</p>		

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	Motion Carried		
4. New Business	<p><b>Board Member Resignation</b> E.Adams has resigned as Director of the Board. The Governance committee will review how to move forward with recruiting.</p> <p><b>Accreditation: Governance Interview</b> M.Ray-Daniels provided information on the Governance Accreditation survey interview.</p> <p><b>Annual Work Plan</b> Several items on the work plan require correction. The Board decided that the work plan will be brought forward to the November meeting for approval once the corrections are made.</p> <p><b>Motion</b> Moved by: P.Garshowitz Seconded by: A.Rudder Opposed: none</p> <p>That the Annual Work Plan be tabled for the next meeting.</p> <p>Motion Carried.</p>	<p>X</p> <p>X</p> <p>X</p>	<p>S.Lal, R.Ridge and K.Millar to discuss recruitment process for another Director</p> <p>M.Ray-Daniels to email invitation to Directors requesting their participation.</p> <p>M. Ray-Daniels to email corrected Annual Work Plan to Directors and bring forward to the November meeting.</p>
5. CEO Report	<p><b>CEO Report</b> M. Ray-Daniels presented the CEO report and responded to questions from Board members.</p>		
6. Foundation Update	<p><b>Foundation Update</b> R.Payne provided an update on the Foundation. The Foundation's Annual General Meeting will be taking place on November 24<sup>th</sup>.</p>		
7. Standing Agenda	<p><b>Standing Agenda Items</b></p>		

Item	Discussion	Fwd	Action
Items	<ul style="list-style-type: none"> <li data-bbox="479 212 959 247">• <b>Governance Committee Update</b></li> </ul> <p data-bbox="524 312 997 348"><b>Motion: By-law Amendment: AGM</b></p> <p data-bbox="524 348 1182 447">It was recommended by legal counsel that an amendment be made to the by-laws to address the timing of the AGM.</p> <p data-bbox="524 480 621 512"><b>Motion</b></p> <p data-bbox="524 514 808 548">Moved by: G.Kalopsis</p> <p data-bbox="524 550 764 581">Seconded:K.Millar</p> <p data-bbox="524 583 725 615">Opposed: none</p> <p data-bbox="524 648 1076 714">That the by-laws be amended to reflect the changes recommended by legal counsel.</p> <p data-bbox="524 747 711 779">Motion carried</p> <p data-bbox="524 848 1130 913"><i>P.Garshowitz, R.Payne and A.Rudder recused themselves from the meeting.</i></p> <p data-bbox="524 947 1081 982"><b>Motion: Funding Request to Foundation</b></p> <p data-bbox="524 982 1161 1050">The Board discussed the details of the request to the Foundation.</p> <p data-bbox="524 1083 774 1115">Moved by:J. Blums</p> <p data-bbox="524 1117 777 1148">Seconded:J.D'llario</p> <p data-bbox="524 1150 725 1182">Opposed: none</p> <p data-bbox="524 1215 1138 1281">That the Funding Request to the Foundation be approved as presented.</p> <p data-bbox="524 1283 711 1314">Motion carried</p> <p data-bbox="524 1348 1167 1413"><i>P.Garshowitz, R.Payne and A.Rudder returned to the meeting.</i></p> <p data-bbox="524 1446 1036 1482"><b>Motion: Board Self-Assessment Tool</b></p> <p data-bbox="524 1482 1118 1547">The Board discussed the details of the annual self-assessment tool.</p> <p data-bbox="524 1581 621 1612"><b>Motion</b></p> <p data-bbox="524 1614 747 1646">Moved by:A.Rice</p> <p data-bbox="524 1648 764 1680">Seconded:K.Millar</p> <p data-bbox="524 1682 725 1713">Opposed: none</p> <p data-bbox="524 1715 1182 1780">That the Board Self-Assessment Tool be approved as presented</p> <p data-bbox="524 1782 711 1814">Motion carried</p> <p data-bbox="524 1848 899 1883"><b>Motion: CCHL Membership</b></p>		

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	<p>M.Ray-Daniels' Canadian College of Health Leaders membership is up for renewal and requires Board approval for 2021/2022.</p> <p><b>Motion:</b>  Moved by:P.Garshowitz  Seconded:R.Payne  Opposed: none</p> <p>That M.Ray-Daniels' Canadian College of Health Leaders membership be approved for 2021/2022.</p> <p>Motion carried.</p> <ul style="list-style-type: none"> <li>• <b>Finance Committee Update</b> Meeting on November 15<sup>th</sup>.</li> <li>• <b>Quality Committee Update</b> J.D'llario provided an update on the Q2 results. No concerns were noted.</li> </ul>		
8. Meeting Evaluation	The meeting evaluation was reviewed the Board. An online meeting evaluation will be emailed.		
10. Adjourn	R.Ridge moved to adjourn.		
11. In Camera	An in-camera session was held.		
12. Next Meeting	November 24, 2021		

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President's Signature

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Date

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Secretary's Signature

\_\_\_\_\_  
Date