

HEAD INJURY REHABILITATION ONTARIO
BOARD OF DIRECTORS MEETING MINUTES

FEBRUARY 23, 2022

5:30 PM

Zoom Video Conference

Present: J. Blums, J. D'Ilario, P. Garshowitz, G. Kalopsis, K. Millar, R. Ridge, A. Rudder

Regrets: S. Lal, R. Payne, A. Rice

Staff: M. Ray-Daniels, J. Page (recorder), J. Bonneville

Item	Discussion	Fwd	Action
Education Session	J. Bonneville, CRO discussed Holistic Considerations for Adults with ABI. Presentation documentation and recorded education session shared on Aprio.		
1. Approval of Agenda	<p>Motion Moved by: G. Kalopsis Seconded by: A. Rudder All in favour Opposed: none</p> <p>That the agenda be approved as presented. Motion Carried.</p> <p>Declaration of Conflict of Interest No conflict of interest was declared.</p>		
2. Approval of Consent Agenda	<p>Motion Moved by: P. Garshowitz Seconded by: G. Kalopsis All in favour Opposed: none</p> <p>That the Consent Agenda consisting of the following be approved:</p> <ul style="list-style-type: none"> • Board Meeting Minutes November 24, 2021 • Quality Committee Meeting Minutes February 1, 2022 • Governance Committee Meeting Minutes February 3, 2022 • Finance Committee Meeting Minutes February 15, 2022 <p>Motion Carried.</p>		

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3. Business Arising	<p>3.0.1 COVID Update CEO provided COVID update and acknowledged the extraordinary measures staff have been making during difficult circumstances.</p> <p>3.0.2 Accreditation Decision Letter M. Ray-Daniels shared HIRO's exemplary standing results from Accreditation Canada.</p> <p>3.0.3 Bill 27 Update CEO discussed the Right to Disconnect Policy and assured the Board that HIRO would be in compliance.</p> <p>3.0.4 Strategic Plan Dashboard CEO discussed the planning process underway with the leadership team to improve strategic plan reporting to the Board.</p> <p>3.0.5 CAPS CEO updated that CAPS funding agreements have been extended for another year.</p> <p>Ministry of Health Proposal CEO shared a relationship building pilot program that HIRO is proposing to the Ministry.</p> <p>Policies and By-laws M. Ray-Daniels discussed that HIRO's policies and by-laws are being reviewed by legal to ensure alignment with ONCA.</p> <p>Town of Lincoln CEO shared that the January snowstorm revealed the lack of prioritization of snow clearing around Vineland homes and potential risk to client care. Municipality was contacted and the mayor responded immediately with plans to rectify the matter.</p>	<p>X</p> <p>X</p>	<p>CEO to email strategic plan framework to the Board and present at the March Board meeting.</p> <p>M. Ray-Daniels and legal council to provide policy update to the Governance Committee for review and approval.</p>
4. New Business	<p>4.0.1 Board Self Evaluation Results The Board discussed assessment results and noted that only 6 of 10 members responded to the last survey. There was consensus that 100% response should be expected in a timely manner.</p>		

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	<p>4.0.2 Introduction of HIRO's CRO and COO</p> <p>Board discussed the benefits of inviting HIRO's COO and CRO as observers to future Board meetings and may provide information to the Board if asked to do so by the CEO or Chair.</p> <p>4.03 Board Annual Work Plan – Revised</p> <p>The Board discussed the annual work plan revisions to align with the fiscal year.</p> <p>Motion Moved by: J. Blums Seconded by: A. Rudder All in favour Opposed: none</p> <p>That the Revised Annual Work Plan be approved as presented</p> <p>Motion Carried.</p>	x	CEO to extend meeting invitations to COO and CRO
5. CEO Report	<p>CEO Report</p> <p>M. Ray-Daniels presented the CEO report and responded to questions from Directors.</p>		
6. Foundation Update	<p>Foundation Update</p> <p>P. Garshowitz reported on behalf of R. Payne, liaison to the HIRO Board that the Foundation has met once since the last Board meeting on November 24, 2021, and that an auditor has been engaged to provide a full audit. They were also pleased to note that the CRA disbursement quota has been exceeded for the past two years in funding from the Foundation to HIRO and requested verification that the donation was noted in the latest financial statement.</p> <p>The Foundation shared that they are actively recruiting new Board members.</p>	x x	<p>CEO to provide confirmation of Foundation funding on the latest financial statement.</p> <p>CEO to share a link to the recruitment ad with Board</p>
7. Standing Agenda Items	<p>Standing Agenda Items</p> <ul style="list-style-type: none"> • Governance Committee Update R. Ridge raised plans for future in-person Board meetings. Opportunities and health and safety concerns were discussed. 	x	The Governance Committee will revisit this matter at the next

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	<ul style="list-style-type: none"> • Finance Committee Update G. Kalopsis provided highlights from the Q3 financial report. <p>It was noted that the Finance Committee supports management's plans to recognize staff for their commendable efforts in exceptional circumstances due to COVID. The Board shared their full support of acknowledging staff.</p> <ul style="list-style-type: none"> • Quality Committee Update The Board discussed benchmarking reports that the staff have however, it was noted that there is wide variance in clientele served, as well as volumes and levels of care provided between institutions included in the reports. Because of these differences, it is difficult to make comparisons. 	x	<p>Governance committee meeting.</p> <p>CEO to share acknowledgment from the Board with HIRO staff</p>
8. Meeting Evaluation	The number of respondents will be noted in the meeting evaluation update moving forward.		
9. Adjournment	G. Kalopsis moved to adjourn.		
10. In Camera	In-camera session was held. CEO Evaluation		
11. Next Meeting	March 23, 2022		