

HEAD INJURY REHABILITATION ONTARIO
BOARD OF DIRECTORS MEETING MINUTES

MAY 25, 2022

5:30 PM

Zoom Video Conference

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

Regrets: A. Rice

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

Item	Discussion	Fwd	Action
Education Session	Jeff Wingard from the Greater Hamilton Health Network (GHNN) presented information about Ontario Health Teams including priorities, collaborative projects, health equity framework, governance, digital and virtual care as well as funding opportunities. Discussion ensued and questions were answered.	x	M. Ray-Daniels to share recorded session and presentation document in Aprio resources.
1. Approval of Agenda	<ul style="list-style-type: none"> • Motion That the Agenda be approved as presented. <p>Moved by: J. Blums Seconded by: R. Ridge Opposed: none Motion Carried.</p> <p>Declaration of Conflict of Interest No conflict of interest was declared.</p>		
2. Approval of Consent Agenda	<ul style="list-style-type: none"> • Motion That the Consent Agenda consisting of the following be approved: • Board Meeting Minutes April 27, 2022 • Finance Committee Minutes April 28, 2022 <p>Moved by: G. Kalopsis Seconded by: P. Garshowitz All in favour Opposed: none Motion Carried.</p>		

Item	Discussion	Fwd	Action
3. Standing Agenda Items	<p>Governance Committee Update</p> <ul style="list-style-type: none"> R. Ridge and M. Ray-Daniels discussed the proposal for Board meeting frequency changes from ten (10) per fiscal year to four(scheduled) meetings with 1 ad hoc and an annual Board retreat. The proposal was recommended to the Board by the Governance Committee, noting that changes or adjustments could be made as needed. <p>Finance Committee Update</p> <ul style="list-style-type: none"> G. Kalopsis and M. Ray-Daniels discussed the F2023 budget. It was noted that the agency will ensure quality of care is maintained at the high standards expected of the agency as mitigation strategies are implemented to balance the budget. <p>Quality Committee Update</p> <ul style="list-style-type: none"> J. D'Ilario discussed the 2022-2023 Quality Improvement Plan and targets met for Q4 and year end. It was noted that transition targets were exceeded, and several clients were successfully transferred into appropriate levels of care. 	x	M. Ray-Daniels will table the 2022-2023 Quality Improvement Plan for approval at the June Board meeting.
4. CEO Report – Strategic Dashboard	<p>CEO Report - Strategic Dashboard</p> <p>M. Ray-Daniels led the discussion to review the strategic dashboard and answered questions.</p> <p>M. Ray-Daniels provided COVID updates and shared a video of recent activities at HIRO.</p>	X	M. Ray-Daniels to bring forward summary document from the COVID Debrief survey to the June Board meeting.
5. Business Arising	<p>Enterprise Risk Management Plan</p> <p>M. Ray-Daniels reviewed the additional Enterprise Risk Management information requested at the April Board meeting. Discussion ensued and questions were answered.</p> <p>S. Lal excused herself from the meeting at 7:05 pm</p>		

Item	Discussion	Fwd	Action
	<p>Declaration of Compliance - MSAA R. Ridge shared that further to the Service Accountability Update Memo from Ontario Health Teams in March that CAPS are not required for F2022-2023 but sign off on the MSAA is still required. S. Lal signed on behalf of the Board and the document was shared.</p> <ul style="list-style-type: none"> • Motion To acknowledge receipt of the Declaration of Compliance - MSAA <p>Moved by: G. Kalopsis Seconded by: P. Garshowitz All in favour Opposed: none Motion Carried.</p>		
6. New Business	<p>Board Meeting Frequency Proposal</p> <ul style="list-style-type: none"> • Motion - to approve the Board meeting frequency proposal and schedule. <p>Moved by: G. Kalopsis Seconded by: J. Blums All in favour Opposed: none Motion Carried.</p> <p>F2023 Budget</p> <ul style="list-style-type: none"> • Motion - to approve the F2023 Budget <p>Moved by: G. Kalopsis Seconded by: J. Blums All in favour Opposed: none Motion Carried.</p>		
7. Foundation Update	No updates presented.		
8. Meeting Evaluation	There was acknowledgment of R. Payne and P. Garshowitz's contributions to the Foundation in April's survey comments and that the education session with a HIRO family member was very well received.		
9. Adjournment	K. Millar moved to adjourn.		
11. Next Meeting	Wednesday June 22, 2022 - 5:30pm		