

## Holland Bloorview Board of Trustees

### MINUTES of Meeting

Wednesday, April 15, 2020

6:00-8:00 pm

Zoom

**Present:** A. Whyte Nowak S. Jorisch C. Wood B. Cooper J. Lam  
G. Milo-Manson W. Onuwa M. Ballantyne P. Puri  
M. Rappolt P. Rumney C. Cowan-Levine M. Johnson  
D. Ponder J. Hanigsberg Y. Pavri A. Kaplan

**Sr. Management:** T. Chau S. Wong T. Millar M. Sikand  
B. Rubashewsky D. Savage S. Hawken E. Dinino

**Regrets:** L. Dottori-Attanasio, C. Roche

**Recorder:** P. Harpula

### Call to Order

The Chair called the meeting to order at 6:00 pm.

### Opening Remarks from the Chair

W. Onuwa welcomed everyone and referred Trustees to the BLG document "Governance Advice During COVID 19" where hospitals have been recommended to reduce governance activities to only what is absolutely necessary for business continuity purposes. W. Onuwa shared that work plans for the period of April to June were going to be reviewed with each of the committee's Board Chair and a communication will be sent to each committee. There were no concerns at this time.

### Declaration of Conflict of Interest for Meeting

The Chair asked whether anyone wished to declare a conflict of interest on any of the items slated for discussion at this Board meeting, and there were none.

### 1.0 Consent Agenda

The Chair asked for a Motion to approve the Consent Agenda as pre-circulated.

**MOTION: It was MOVED by Carol Cowan-Levine and SECONDED by Marg Rappolt that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the Consent Agenda of April 15, 2020 as pre-circulated.**

- 1.1) **Agenda for meeting of the Board of Trustees April 15, 2020**
- 1.2) **Minutes of the meeting of the Board on March 18, 2020**
- 1.3) **Board meeting schedule 2020-21**
- 1.4) **Governance Policy -00953 Trustee Signing Authority**
- 1.3) **Sodexo Contract Renewal**

**C. Cowan-Levine/M. Rappolt**

**CARRIED**

### 2.0 President & CEO Report

#### 2.1 President's Report to the Board – COVID-19

J. Hanigsberg thanked the Trustees for their flexibility and understanding that the Board meeting will be focused primarily on pressing concerns during COVID-19. J. Hanigsberg shared the operational changes within the hospital including: active screening is stabilized; ambulatory programs and services have been either cancelled or turned to virtual care with a ramp down of in person visits; the inpatient unit remains open with ongoing admissions; a change in the visitor and caregiver policy as recommended by the Ministry of Health; cancellation of weekend passes for clients; changes to staffing to accommodate for the 7 day full census; redeployment of staff to the inpatient unit has been successful and staff have been partnering to plan for multiple new outbreak and infection scenarios; the PPE supply is currently at 4.5 weeks which gives the hospital plenty to work with as more shipments are arriving.

J. Hanigsberg thanked senior management for their excellent work and leadership during this time. The work from home strategy has been implemented where appropriate and information has been provided to staff with attention to cyber security. Anxiety and stress continue to be high for some staff so an onsite respite room with snacks and drinks has been created to provide staff with a quiet space to relax. Additionally, a wellness hub with tools, strength based coaching and mindful reflection is available to staff and will continue to be expanded. J. Hanigsberg noted that the Thrive People plan has put us in a great place to prepare for wellness. The Communications team has been working at a rapid pace to create letters, posters, educational materials and bulletins along with organizing monthly all staff town halls using YouTube live. J. Hanigsberg noted that the emergency succession plan has been updated and W. Onuwa has a copy if required.

Clients and families continue to be a top priority during this time with support provided virtually along with tip sheets and resources. Financial needs are a significant concern as some sources of government funding have been paused. The Foundation and the family support fund have been a huge help in providing families with double the amount during this time.

Pandemic planning has been underway externally with senior management sitting at various Toronto region and provincial level planning tables and internally with Holland Bloorview's pandemic steering committee and senior management team meetings. J. Hanigsberg updated on the impact of COVID-19 on research and learners: non-COVID-19 research has paused across Canada which also affects staff who are funded through grant dollars; teaching and learning will reintegrate when it is safe to do so; continuing to advocate to the Ministry on the important work of hospital research.

J. Hanigsberg noted that BLG provided legal advice to all hospitals to reduce governance activities to only what is absolutely necessary for business continuity purposes. J. Hanigsberg will work with senior management and the Chairs of committees to cancel or shorten meetings and final decisions will be brought back to the Board including details of the virtual Annual General Meeting.

S. Hawken provided a brief update on work being done within the Foundation including the Family Support Fund being doubled to 550k (as of today, 450k has been raised) and she acknowledged J. Lam and M. Johnson for their contribution; securing in kind donations of PPE and products for staff and families; creating the pot-banging, sign-holding gratitude squad at the hospital.

W. Onuwa expressed gratitude on behalf of the Board to J. Hanigsberg, the senior management team and health workers and emphasized on the achievement of Holland Bloorview being COVID-19 free. W. Onuwa opened the floor for questions and comments from the Trustees. D. Ponder asked about the extension of the emergency order and its impact of Holland Bloorview. J. Hanigsberg noted that we will continue to follow advice from province and govern ourselves accordingly. M. Johnson commented on virtual care and with Zoom being compromised to be cautious about the platform we use with clients. J. Hanigsberg shared that the cyber security team has provided information and tools to support and that all Holland Bloorview accounts will be moving to Zoom Healthcare which is certified for secure patient information. A. Kaplan commented that he is on the TAHSN-R committee which is developing policies around the status and reintegration of trainees and will keep the Board informed.

### **3.0 Business Arising**

#### **3.1 Trustee Leave of Absence**

P. Puri provided an overview of L. Dottori-Attanasio's leave of absence. There were no concerns at this time.

**MOTION: It was MOVED by Carol Cowan-Levine, and SECONDED by Marg Rappolt, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the Trustee Leave of Absence as recommended by the Governance Committee.**

**C. Cowan-Levine/ M. Rappolt**

**CARRIED**

#### **3.2 Trustee Recruitment**

P. Puri provided a brief overview of the candidates. C. Cowan-Levine asked if it is anticipated L. Dottori- Attanasio will return in April 2021 and P.Puri noted that she would return in April unless something changes on her end.

**MOTION:** It was **MOVED** by Carol Cowan-Levine, and **SECONDED** by Marg Rappolt, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve to increase the number of Trustees at the Annual General Meeting.

**C. Cowan-Levine/ M. Rappolt**

**CARRIED**

**MOTION:** It was **MOVED** by Carol Cowan-Levine, and **SECONDED** by Marg Rappolt, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the Trustee candidates as recommended by the Governance Committee.

**C. Cowan-Levine/ M. Rappolt**

**CARRIED**

### **5.0 Adjournment**

The Board Meeting adjourned at 7:00 p.m.

*William Onuwa  
Chair, Board of Trustees  
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