

Board of Trustees Meeting
MINUTES of Meeting
Wednesday, April 17, 2013
6:00 – 8:00 p.m. Boardroom 5E100
150 Kilgour Road, Toronto, ON

<i>Present:</i>	B. Alman S. Jarvis G. Milo-Manson	C. Everson M. Kardos Burton J. Morrison	J. Hanigsberg, Chair A. Kawamura H. Ort	C. Hopper J. Kustec	C. Hunt R. Laxer
<i>Regrets:</i>	D. Allgood T. Muir	E. Carroll	R. Cranston	J. Hunter	J. Lam
<i>Sr. Management:</i>	T. Chau	D. Kline	J. Schleifer Taylor	B. Sybring	
<i>Guests:</i>	P. Campbell	T. Bailey	O. Szabo	M. Walkington	
<i>Recorder:</i>	B. Webster				

The Vice-Chair, Julia Hanigsberg, presided over the Board meeting in the absence of Chair, David Allgood.

Sheila Jarvis introduced the speaker for the education session, Pat Campbell, President and CEO of the Ontario Hospital Association. Pat is a health care leader with broad leadership experience in government and rural, community and academic hospital environments. The OHA is in the midst of a strategic planning exercise. They are looking at the external environment and identifying key areas that will drive the system over the next three years. Ontario is in a significant time of transformation and encouraged the Board to stay focused on our core business during these challenging times.

The Chair thanked Pat for her informative presentation and indicated how we appreciated her comments about the unique role Holland Bloorview plays in the province and in the lives of children and youth with disabilities.

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 Approval of the Consent Agenda

The Chair indicated that one new item needed to be added to the Agenda of April 17, 2013 – **Item 4.4 Circle of Honour Award Nominations**. The Chair asked for a Motion to approve the Consent Agenda with the amended agenda item.

A MOTION for the Board of Trustees to approve:

- 1.1 Agenda – April 17, 2013**
- 1.2 Minutes – March 20, 2013**
- 1.3 Board Standing Committees Report for April, 2013**

was made by John Kustec, and seconded by Christopher Hopper. The MOTION was CARRIED.

2.0 President & CEO Report

S. Jarvis presented her report and asked if there were any questions or comments. A query arose regarding the reduction in services for Access Technologies and the possibility that the LHIN may find

some funding to potentially retain the service. The LHIN asked us to delay any announcements but we have not yet heard back from them. We will follow-up and report on this at the next meeting.

A question arose regarding any additional international projects we may be involved in other than Qatar. S. Jarvis reported that we have recently negotiated four additional projects this year with Qatar under the same funding arrangements as with the previous projects.

B. Sybring responded to a question regarding the Finance Strategic Planning exercise that was conducted by PWC. The plan is to finish the work by June and bring the findings to a Business & Audit Committee meeting in the fall.

3.0 Business Arising

3.1 Board Governance Policies (Policy BG-030, BG-040, BG-109, BG-123, BG-124, BG-145)

C. Everson presented several Board Governance Policies that were reviewed by the Governance Committee at their last meeting.

The Chair asked for a MOTION to approve the Board Governance Policies, as pre-circulated to the Board of Trustees.

MOTION: It was MOVED by Carolyn Everson, and seconded by Harry Ort, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve Board Governance Policies BG-030, BG-040, BG-109, BG-123, BG-124, BG-145 dated April 2013 as pre-circulated to the Board of Trustees.

Everson/Ort

CARRIED

3.2 Trustee Board Evaluation Questionnaire and Trustee Self-Evaluation Questionnaire

C. Everson explained that every two years the Governance Committee conducts a Trustee Evaluation survey along with a Self-Evaluation survey to determine how we are performing our governance function. She encouraged Trustees to provide candid comments as they complete the questionnaires. It has proven to be a very useful tool when determining Board education sessions for the coming year.

Hard copies of the questionnaires were included in Trustees' folders and soft copies will be emailed to all Trustees on Thursday, April 18th by B. Webster. The deadline for completion is Friday, April 26th.

4.0 New Business

4.1 Business & Audit Committee Terms of Reference

C. Hunt presented the revised Terms of Reference for the Business & Audit Committee. The changes were highlighted. The revised document was approved by the Governance Committee at their meeting on April 10, 2013.

MOTION: It was MOVED by Cally Hunt, and seconded by John Kustec, that the Board of Trustees approve the revised Terms of Reference for the Business & Audit Committee.

Hunt/Kustec

CARRIED

4.2 Hospital Nominees to Foundation Board 2013-14

C. Everson referenced the pre-circulated memo from Bob Cranston regarding the Governance Committee's recommendation to nominate Julia Hanigsberg and Jean Lam as the Hospital Board representatives to the Holland Bloorview Kids Rehabilitation Hospital Foundation Board of Directors for 2013/2014.

MOTION: It was MOVED by Carolyn Everson, and seconded by Ben Alman, that the Board of Trustees approve the recommendation of the Governance Committee to nominate Julia Hangisberg and Jean Lam as Hospital Board representatives to the Holland Bloorview Kids Rehabilitation Hospital Foundation Board of Directions for 2013/2014.

Everson/Alman

CARRIED

4.3 President & CEO Performance and Compensation Committee Update

C. Everson reminded Trustees that the President and CEO Performance and Compensation Committee 2012/13 was approved at the last Board meeting. According to our policy, this committee is comprised of the five members of the Executive Committee of the Board, including the two Vice-Chairs of the Board. The Performance and Compensation Committee had their first meeting on March 25th. The evaluation tool will be emailed to all Trustees, the senior management team, the Chair of the Foundation Board of Directors and the Co-Chairs of the Family Advisory Committee. It will be distributed on Friday, April 19th and is to be completed and emailed to David Allgood's office by Monday, April 29th. Judy Hunter, Vice President of Human Resources will summarize the completed evaluations. The expectation is 100% participation by Trustees.

4.4 Circle of Honour Award Nominations

S. Jarvis referenced a letter to the Board which was in Trustees' folders regarding nominees for the Circle of Honour Awards, 2013. The Selection Committee met yesterday to review the nominations. She explained that the Circle of Honour awards are Holland Bloorview's highest honour and recognizes groups, teams or individuals that have made a significant contribution to the field of childhood disability. There were nine nominations received in total. All nominations were very well done but the Committee felt that six of them fit the criteria the best.

MOTION: It was MOVED by Christopher Hopper, and seconded by Ben Alman, that the Board of Trustees approve the Nominations for the Circle of Honour Awards for Holland Bloorview Kids Rehabilitation Hospital June 2013, as recommended by the Circle of Honour Awards Selection Committee 2013.

S. Jarvis indicated that Judy Hunter is leading a team that is reviewing awards and recognition for staff at Holland Bloorview and will present their findings and recommendations to the Board in the fall.

C. Everson and J. Lam are leading a project to undertake a review of the Circle of Honour Awards program, including in particular the criteria for nomination and selection to ensure it fits well with our new Strategic Plan.

5.0 Reports

5.1 Quality Committee Report

As R. Laxer was absent at the last Quality Committee meeting, M. Kardos Burton presented the Quality Committee Report. She highlighted some of the key items in the pre-circulated report. She indicated that the highlight of the meeting was the presentation by the Children's Advisory Committee. Two young members of the committee (aged 4 and 11) attended the meeting explaining some of the projects in which they were involved. The thing they appreciated the most was that their opinions were listened to and changes were made reflecting their comments.

J. Hanigsberg reminded Trustees that sign-up sheets were in their folders for both the Quality Committee and the Family Advisory Committee.

5.2 Medical Advisory Committee Report

G. Milo-Manson presented the MAC Report. There were no further additions to her report.

5.3 Foundation Report

T. Bailey reported that thanks to an introduction by Bob Cranston, the Foundation is now building a relationship with the Greater Toronto Hockey League. He provided some good advice on how to get them involved.

She also reported that we are very close to hearing confirmation on the amount of the gift from Trillium Automotive Dealers Association. It was originally thought to be a \$5 million gift but could turn out to be much higher than that. She will be able to confirm the details in the coming weeks. S. Jarvis congratulated Tracey and her team for building this great relationship and making this amazing gift happen.

6.0 Fill-out Meeting Feedback Form – All Trustees

Trustees were requested to comment on today's meeting by filling out the meeting Feedback Form. Flyers announcing two upcoming meetings are in the folders – Trustees were asked to ensure these important dates are in their calendars.

7.0 Adjournment

The Chair asked for a Motion to adjourn the Board of Trustees meeting at 7:50 p.m.

MOTION: It was MOVED by Carolyn Everson, and seconded by Cally Hunt, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the adjournment of the Board of Trustees meeting held April 17, 2013.

Everson/Hunt

CARRIED

Date of Next Meeting

May 15, 2013, 6–8 p.m., Holland Bloorview, Room 5E100

*Julia Hanigsberg, Vice- Chair
Board of Trustees
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