

Board of Trustees Meeting
MINUTES of Meeting
Wednesday, February 20, 2013
6:00 – 8:00 p.m. Boardroom 5E100
150 Kilgour Road, Toronto, ON

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

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

There are two education sessions scheduled tonight. Ben Sybring introduced the education session *“Activity and Inclusion for Amputees”*. Ricardo Torres-Moreno is the Director of the Clinical Technology Service overseeing the day-to-day operations of prosthetics, orthotics and myoelectrics services. Kristen Matthews is a Certified Prosthetist at Holland Bloorview working in our Clinical Technology Service.

Most of the clients with amputees that receive service in Clinical Technology have either suffered an accident or lost a limb due to cancer treatment. They were active before their accident or illness in a wide variety of sports and activities (some at the elite level) and they want to be active again. During the time when Para-Olympic athlete Stefanie Reid was being fitted for a new prosthesis at Holland Bloorview she agreed to come in and spend time with some of our clients in our new Para-Sport Clinic. She worked with the kids as well as our physiotherapist to educate them on the mechanics of running with a prosthetic leg. Both the Para-Sport Clinic and Agility Clinic here held at Variety Village involving not only the athletes but the coaches and the families as well. The recent donation by tennis star Milos Raonic will allow Holland Bloorview to hold 2 elite clinics and 4 agility clinics / year.

The Chair thanked Ricardo and Kristen for their very exciting presentation.

Julia Hanigsberg introduced the next speaker, Cathy Winter. Cathy is the Manager, DiverseCity onBoard at the Maytree Foundation where she works with agencies, boards and commissions to connect qualified visible minorities to governance positions in the non profit and public sectors.

Cathy indicated that the objective of DiverseCity onBoard is to change the face of leadership. Toronto is the most multi-cultural city in the world. By 2031 visible minorities will be the majority but boardrooms in the GTA do not reflect the culture of their community. There are 630 organizations registered with Maytree and to date 640 appointments have been made with a wide scope of organizations. She explained that DiverseCity onBoard does the matching for you once the required skills are identified. They conduct face-to-face interviews with the candidates and provide 3 different levels of training depending on skill level required. They work closely with the OHA Governance Centre of Excellence. Holland Bloorview has the capacity to be leaders in this area. We are already so committed to client and family-centred care that this initiative would only enhance our current Board

composition. It was suggested that we consider addressing diversity across all dimensions including seeking Board members with disabilities.

J. Hanigsberg thanked C. Winter for her very thought provoking presentation. The Governance Committee will look for opportunities to partner with Maytree going forward.

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

As there were no additions or amendments for the items in the Consent Agenda for this meeting, the Chair asked for a Motion to approve the Consent Agenda.

A MOTION for the Board of Trustees to approve:

- 1.1 Agenda – February 20, 2013**
- 1.2 Minutes – January 23, 2013**
- 1.3 Board Standing Committees Report for February, 2013**

was made by Carolyn Everson, and seconded by Mary Kardos Burton. The MOTION was CARRIED.

2.0 President & CEO Report

S. Jarvis indicated that a handout on Clinical Trials in Autism was included in the Board folders as a result of some questions at the last Board meeting about research underway in the area of Autism. Dr. T. Chau explained that it is difficult to peg a timeline to the availability of a drug for autism. We do not yet know the outcome of the current trials. If the results are negative, other compounds will need to be explored. That journey could take a very long time and many different trials. On the other hand, if the results are positive, there'll be various regulatory requirements and likely replication studies to meet those requirements. It is very exciting to be at the leading edge of this work.

3.0 Business Arising

There were no items under Business Arising.

4.0 New Business

4.1 Financial Statements to December 2012

C. Hunt and B. Sybring presented the Financial Statements to December 2012. The Business & Audit Committee feels that we are on track at this point in time.

MOTION: It was MOVED by Harry Ort, and seconded by Cally Hunt, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the Financial Statements to December 2012 as pre-circulated.

Ort/Hunt

CARRIED

4.2 2013/2014 Operating Plan

B. Sybring presented the 2013/2014 Operating Plan. He explained that the Operating Plan is an important part of our annual cycle whereby we stop and assess how we are doing against our current plan and targets, check and adjust our alignment and set specific goals and objectives for the coming year. The Plan was reviewed with the Business & Audit Committee and Quality Committee last month. His presentation highlighted some of the key aspects reflected in the Plan. The new strategic plan was launched in June 2012 and has framed our Operating Planning process this year. The plan is focussed on our four strategic directions: Transform Care, Lead the System, Accelerate Knowledge and Inspire our People.

He indicated that we are not likely to know our funding allocation until the Spring, however we have planned on 0% which is the most likely scenario. The average staff compensation increase is about 2.5 % which has left the hospital with about a 2% gap. This is being addressed by several

remediation strategies which were discussed in detail at the January Board meeting. Despite the challenging environment it is felt that the plan will allow us to maintain services and meet our strategic priorities for the long term.

C. Hunt indicated that there was good discussion at the Business & Audit Committee meeting and committee members agreed that it is a well done plan. The Business & Audit Committee asked that the Plan include more information on the difficulties ahead in a 0% increase environment and those changes have been reflected. R. Laxer indicated that the Quality Committee reviewed the Plan with particular focus on three Program changes highlighted therein. The Committee felt the senior management team was prepared to manage the changes appropriately, particularly for clients over the age of 19.

A communication plan is being developed to share this plan with staff.

MOTION: It was MOVED by Cally Hunt, and seconded by Ron Laxer, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the 2013/2014 Operating Plan as pre-circulated.

Hunt/Laxer

CARRIED

4.3 Governance Policies

B. Cranston referred to his memo regarding the pre-circulated Governance Policies. He explained that we will bring batches of policies to upcoming Board meetings in order to prepare for Accreditation in October 2013. The OHA Guide to Good Governance and the Accreditation Standards were useful resources during this process.

4.3.1 Board Policy on Evaluation of the President and CEO

The changes to Policy BG-055 – Evaluation of the President and CEO were highlighted.

MOTION: It was MOVED by Bob Cranston, and seconded by Ben Alman, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve Board Governance Policy BG-055 Evaluation of the President and CEO dated February 2013, as pre-circulated.

Cranston/Alman

CARRIED

4.3.2 Board Policy on Executive Team Evaluation and Compensation

B. Cranston explained that this Policy, BG-020, was rewritten. In the past, there was no oversight by the Board regarding compensation of the Executive Team. It was felt that results of the annual compensation review and recommendations for compensation should come to the Board for approval.

MOTION: It was MOVED by Bob Cranston, and seconded by Tom Muir, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve Board Governance Policy BG-020 Executive Team Evaluation and Compensation dated February 2013, as pre-circulated.

Cranston/Muir

CARRIED

4.3.3 Other Board Policies - BG-015, BG-017, BG-018, BG-019, BG-035, BG-060

B. Cranston explained that the changes to the latter 6 policies were primarily housekeeping changes.

MOTION: It was MOVED by Bob Cranston, and seconded by Mary Kardos Burton, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the Other Board Policies (including BG-015, BG-017, BG-018, BG-019, BG-035, BG-060) dated February 2013 as pre-circulated.

Cranston/Kardos Burton

CARRIED

4.4 M.A.C. Credentialing Approval – Dr. Andrea Hoffman

Dr. Milo-Manson indicated that Dr. Andrea Hoffman has requested privileges to join our active medical staff as a developmental pediatrician in complex continuing care. Her qualifications have been reviewed by our Credentials and Medical Advisory Committee and her credentials have met the criteria for appointment to our active medical staff.

MOTION: On a MOTION by Golda Milo-Manson, and seconded by Carolyn Everson, that the Board of Trustees approve the recommendation of the Medical Advisory Committee for approval of the credentialing of Dr. Andrea Hoffman to join the Active Medical Staff at Holland Bloorview Kids Rehabilitation Hospital in February 2013.

Milo-Manson/Everson

CARRIED

5.0 Reports

5.1 Performance Results – Q3 Fiscal Year 2012/13

S. Jarvis presented the Q3 performance report. All performance indicators are GREEN. The Quality Improvement Plan (QIP) 2013/2014 will be brought to the Board for approval at the March meeting. The chart on Page 3 shows the positive results being achieved with reductions in wait times. The QIP 2013/2014 was taken to the last Family Advisory Committee for review and comment. Questions were asked about how hand hygiene is measured. S. Jarvis reported that nurses on the units act as auditors and carefully monitor hand hygiene at the four points of care. Staff education sessions are held throughout the year to raise awareness of this important issue.

5.2 Quality Report

R. Laxer highlighted some of the key items in his pre-circulated report. He reported that the Hospital is meeting all Accreditation timelines. There was a very impactful presentation made by a mother whose son is currently receiving service here as an inpatient. She made some very helpful recommendations to the Committee on changes that can be made to assist with the health and well-being of the parents of our inpatients, particularly when families are here for an extended period of time, i.e. access to our pool and gym. A patient story will be presented at an upcoming Board meeting.

5.3 Medical Advisory Committee Report

G. Milo-Manson presented the MAC Report. She indicated that the infection control numbers were high in December which was due to the Influenza Outbreak. The medication incidents were similar to other months but the transfers out were higher also due to the outbreak.

5.4 Foundation Report

T. Bailey reported that the Foundation Office received some very good news this week. Mr. Bill Holland and Mr. Ray Chang made their final pledge payments on two of the largest gifts to our Campaign. Bill Holland completed his \$20M gift and Ray Chang sent us a hand-written cheque for \$2.5M for the Chair in Access Innovations. The total revenue this year went from \$8.04M to \$12.2M and the Leadership Gifts total went from \$4.7M to \$8.6M. The new Foundation brochure "Join our establishment" is in your folders which profiles the new Centres for Leadership.

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.

7.0 Adjournment

The Chair asked for a Motion to adjourn the Board of Trustees meeting at 8:00 p.m.

MOTION: It was MOVED by Carolyn Everson, and seconded by Robert Cranston, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the adjournment of the Board of Trustees meeting held February 20, 2013.

Everson/Cranston

CARRIED

Date of Next Meeting

March 20, 2013, 6–8 p.m., Holland Bloorview, Room 5E100

*Julia Hanigsberg, Vice- Chair
Board of Trustees
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