

**Board of Trustees Meeting**  
**MINUTES of Meeting**  
Wednesday, September 16, 2015  
6:00-6:40 p.m.  
Holland Bloorview, Room 5E100

<i>Present:</i>	M. Ballantyne	B. Cooper	J. Hanigsberg	L. Hicks	C. Hopper
	C. Hunt	J. Lam	R. Laxer	A. Maharaj	R. McLeod
	G. Milo-Manson	J. Morrison	W. Onuwa	H. Ort	M. Rappolt
	L. Torneck				
<i>Sr. Management:</i>	T. Chau	J. Hunter	D. Savage	B. Sybring	
<i>Guests:</i>	L. Marshall	M. O'Keefe	V. Tsang	L. Ward	C. Worden
<i>Regrets:</i>	E. Anagnostou	T. Muir			
<i>Recorder:</i>	B. Webster				

**Opening Remarks by Chair**

J. Morrison called the meeting to order at 6:00 pm. She welcomed Trustees to the meeting and introduced two new senior staff from the Bloorview School Authority – Michael O'Keefe, Director and Linda Ward, Principal. She announced that Laurie Hicks is part of a team presenting at a conference on November 1<sup>st</sup> on *Effective Governance for Quality and Patient Safety* being offered through OHA's Governance Centre of Excellence.

**Board Education – 2015 Public Opinion Survey**

J. Hanigsberg provided Trustees with some background on a public opinion online survey that was conducted in late March 2015. The survey included 700 respondents from the GTA. The objectives of the survey were to help us assess the hospital brand, attitudes towards donating and methods of preferred communication. The Foundation is using the data to inform future fundraising appeals. Pollara Strategic Insights conducted the survey and 2 of its senior staff, Craig Worden, Executive Vice President and Lucas Marshall, Vice President, were invited to share the results with Trustees.

Some of the findings included:

- Word of mouth was the leading way people knew about the hospital
- TV advertising was the most effective way to reach people
- Facebook was the most popular vehicle on social media
- If people had heard of Holland Bloorview, it was all very positive, nothing negative
- 7.5 out of 10 score for positive impression (ranks as high as Tim Horton's or Canadian Tire)
- Likelihood to donate – similar scores as other hospitals

Further to a question from H. Ort following the presentation, Pollara reviewed the survey data and indicated that there is no difference in donation amount between individuals who prefer to give online versus those who prefer to give by mail.

J. Morrison thanked C. Worden and L. Marshall for their excellent presentation.

**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.

The Chair introduced new Trustee Bruce Cooper to the meeting. He is the Chair of the Investment Subcommittee and a member of the Business and Audit Committee.

**1.0 Agenda for Meeting September 16, 2015**

The Chair asked for a Motion to approve the Agenda for the meeting of September 16, 2015 as pre-circulated.

**MOTION: It was MOVED by Christopher Hopper and SECONDED by Jean Lam that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the Agenda of September 16, 2015 as pre-circulated.**

*Hopper / Lam*

**CARRIED**

**2.0 Business Arising**

**2.1 By-law Amendment**

J. Hanigsberg explained that an error was made at the annual general meeting in June 2015 when the by-law amendment was brought forward for approval. The number of elected trustees approved was 11 when it should have been 12. By-law No. 1C will correct the error.

**MOTION: It was MOVED by Cally Hunt, and seconded by Lynda Torneck, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve by-law amendment No. 1C changing the number of Trustees to twelve (12) elected Trustees, four (4) ex-officio management Trustees and up to two (2) Trustees nominated by the Foundation.**

*Hunt / Torneck*

**CARRIED**

The meeting was adjourned at 6:40 p.m. A Special Meeting of Members of the Corporation was called to order.

*Janet Morrison, Chair  
Board of Trustees  
:bw*

**Board of Trustees Meeting**  
**MINUTES of Meeting**  
Wednesday, September 16, 2015  
6:50-8:00 p.m.  
Holland Bloorview, Room 5E100

*Present:* M. Ballantyne B. Cooper J. Hanigsberg L. Hicks C. Hopper  
C. Hunt J. Lam R. Laxer A. Maharaj R. McLeod  
G. Milo-Manson J. Morrison W. Onuwa H. Ort M. Rappolt  
L. Torneck

*Sr. Management:* T. Chau J. Hunter D. Savage B. Sybring

*Guests:* M. O'Keefe V. Tsang L. Ward

*Regrets:* E. Anagnostou T. Muir

*Recorder:* B. Webster

**1.0 Agenda**

The Chair asked for a Motion to approve the Consent Agenda for September 16, 2015 as pre-circulated.

**MOTION: It was MOVED by Lynda Torneck and SECONDED by Laurie Hicks that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the Consent Agenda as pre-circulated:**

- 1.1 **Agenda – September 16, 2015**
- 1.2 **Minutes – June 17, 2015**
- 1.3 **Board Standing Committee Reports – September 2015**
- 1.4 **Revised Board Meeting Dates 2015/16**

*Torneck / Hicks*

**CARRIED**

**2.0 President & CEO Report**

J. Hanigsberg presented the President & CEO report. She asked J. Hunter to provide an update on a recent arbitration decision that made a finding against a northern Ontario hospital's implementation of its influenza vaccination or masking policy. That arbitrator's decision is binding only on that specific hospital. In a similar case in British Columbia, an arbitrator upheld an influenza vaccination or masking policy. Holland Bloorview's influenza vaccination and masking policy is an important part of our hospital's commitment to patient safety and our strong infection prevention and control practices. Holland Bloorview, along with other Toronto Academic Health Sciences Network (TAHSN) hospitals, will be moving forward with our policy again this year. Under our policy, all staff, students and volunteers must either be vaccinated against influenza or wear a mask during influenza season. Holland Bloorview will work closely with the other TAHSN hospitals on this season's policy review and implementation process.

Trustees will be notified when the vaccination is available.

**3.0 New Business**

**3.1 Board of Trustees Retreat Agenda/Objectives**

J. Hunter reported that Dr. David Weiss, President and CEO of Weiss International Ltd will facilitate the Board Retreat on the topic of "Governing Innovation". The Governance Committee has reviewed and endorsed the objectives for the day which include:

- 1) Learn about best practices in governing innovation for Boards

- 2) Identify the Board's role in governing innovation and the implications for the senior management team
- 3) Identify next steps as a result of the Governing Innovation session

The Co-Leads of the new Centre for Leadership in Innovation will also participate in the session. A brief electronic survey will be distributed to Trustees prior to the Retreat and a summary of responses will be presented at the Retreat along with recommendations for priority issues and next steps as a result of the process.

### **3.2 Financial Statements to July 31, 2015**

C. Hunt reported that the Business & Audit Committee reviewed the Financial Statements as of July 31, 2015 at their meeting on September 14, 2015 and present for approval by the Board.

Our operating position for the period ended July 31, 2015 reflects a deficit of \$304,921 or \$192,350 worse than budget (excluding building depreciation). Net vacation, statutory holiday and float day bank accruals increased by \$169,290 over the fiscal year representing a timing difference which accounts for most of this variance. B. Sybring indicated that we expect to land on target by the end of the year.

C. Hunt indicated that the Business & Audit Committee discussed the size of the fund surplus which sits at \$39M. They discussed in detail and felt confident that it was appropriate for the hospital.

**MOTION: It was MOVED by Laurie Hicks and SECONDED by Harry Ort that the Board of Trustees approve the Financial Statements for the months ended July 31, 2015 for Holland Bloorview Kids Rehabilitation Hospital as pre-circulated**

*Hicks / Ort*

**CARRIED**

### **3.3 Governance Policy**

J. Lam reported that the Governance Committee reviewed the governance policy on Advocacy Initiatives at their meeting on September 10, 2015 and present to the Board for approval.

She reminded Trustees that this policy was carried over from a review of governance policies last spring in order to take a closer look at the wording.

The two major changes to the procedure include:

- The area of advocacy will be sensitive to charitable status of the Organization (eg. activity must be politically non-partisan); and
- If a given advocacy initiative is controversial or has a material budgetary impact it will be discussed by the President and CEO and Chair of the Board before proceeding

**MOTION: It was MOVED by Jean Lam and SECONDED by Av Maharaj that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the governance policy on Advocacy Initiatives as recommended by the Governance Committee.**

*Lam / Maharaj*

**CARRIED**

## **4.0 Reports**

### **4.1 Board Performance Indicators Report Q1 – April-June 2015**

D. Savage reviewed the Performance Indicators Report highlighting the key successes and challenges for Q1.

Key successes include: i) Patient Complaints; ii) Inpatient Discharge Call; iii) Medication Safety - % of families rating they understand their medications upon discharge; iv) Autism Access-Eglinton site.

Key challenges include: i) Total Margin and Current Ratio; ii) Outpatient Attendances; iii) Autism Wait Times; iv) Neuromotor Wait Times; v) Nursing Ratio.

D. Savage reviewed the Board approved (June 2015) plan to develop a 3 year strategy to align wait times and access for Autism and Neuromotor to the revised Quality Improvement Plan (QIP) targets.

#### **4.2 Quality Committee Report**

R. Laxer provided a verbal report for the Quality Committee meeting held just prior to the Board meeting. He indicated they had an excellent presentation on the Psychopharmacology Clinic by M. Pilkington. He explained that many of the clients who are seen in this clinic are adolescents who have a diagnosis of autism. A written report will be included with next month's Board materials.

#### **4.3 Medical Advisory Committee Report**

Dr. G. Milo-Manson presented the Medical Advisory Committee report. She noted that a 3 month review from Pharmacy Services will be presented at the Quality Committee meeting next month.

#### **4.4 Foundation Report**

J. Hanigsberg presented the Foundation Report on behalf of Y. Stefanin who sent regrets. J. Hanigsberg noted that the Evening of Possibility Gala will be held on November 16<sup>th</sup>. This is the first year that single tickets will be available. A special celebration was held for Kasting4Kids as it exceeded \$1M in total donations received over the lifetime of the program. A new event for the Foundation this year is Holland Bloorview Rocks – a "battle of the bands" among our clients developed with the therapeutic recreation team.

#### **5.0 Adjournment**

The meeting adjourned at 7:35 p.m. All Trustees were encouraged to complete their feedback forms and to sign up to attend Quality Committee and Family Advisory Committee meetings.

#### **6.0 Date of Next Meeting – Board Retreat**

*Wednesday, October 21, 2015*

*9:00-4:00 pm*

*The Estates of Sunnybrook, Academy of Medicine Room*

*Janet Morrison, Chair  
Board of Trustees  
:bw*

## Special Meeting of Members of the Corporation

### MINUTES of Meeting

Wednesday, September 16, 2015

6:40-6:50 p.m., Holland Bloorview, Room 5E100

<i>Present:</i>	M. Ballantyne C. Hunt G. Milo-Manson	B. Cooper J. Lam J. Morrison	J. Hanigsberg R. Laxer W. Onuwa	L. Hicks A. Maharaj H. Ort	C. Hopper R. McLeod M. Rappolt	L. Torneck
<i>Sr. Management:</i>	T. Chau	J. Hunter	D. Savage	B. Sybring		
<i>Guests:</i>	M. O'Keefe	V. Tsang	L. Ward			
<i>Regrets:</i>	E. Anagnostou	T. Muir				
<i>Recorder:</i>	B. Webster					

The Special Meeting of Members of the Corporation was called to order.

#### 1.0 Review of Agenda

The Chair asked for a Motion to approve the Agenda for the Special meeting of members of the Corporation for September 16, 2015 as pre-circulated.

**MOTION: It was MOVED by Laurie Hicks and SECONDED by Av Maharaj that the Members of the Corporation of Holland Bloorview Kids Rehabilitation Hospital approve the Agenda of September 16, 2015 as pre-circulated.**

*Hicks / Maharaj*

**CARRIED**

#### 2.0 New Business

##### 2.1 By-law Amendment

In order to correct an error made at the annual general meeting in June 2015, a by-law amendment to By-Law No. 1 2011 is required to amend section 6.1 thereof changing the number of Trustees, so that the affairs of the Corporation shall be managed by a Board of twelve (12) elected Trustees, four (4) ex-officio management Trustees and up to two (2) ex-officio Trustees nominated by the Foundation.

**MOTION: It was MOVED by Cally Hunt and SECONDED by Christopher Hopper that Members of the Corporation of Holland Bloorview approve By-law No. 1C being an amendment to By-law No. 1 2011, to amend section 6.1 as stated.**

*Hunt / Hopper*

**CARRIED**

##### 2.2 Election of Trustees

The slate of officers for 2015-16 was presented.

**MOTION: It was MOVED by Jean Lam and SECONDED by William Onuwa that Members of the Corporation of Holland Bloorview approve the slate of twelve (12) elected Trustees as presented.**

*Lam / Onuwa*

**CARRIED**

The meeting was adjourned at 6:50 p.m.

*Janet Morrison, Chair  
Board of Trustees  
:bw*