

Holland Bloorview

Kids Rehabilitation Hospital

CATEGORY:	BOARD/GOVERNANCE	NUMBER:	BG-123
SUBJECT:	TRUSTEE DUTIES, EXPECTATIONS and CONDUCT	ISSUED:	February 2007
		REVISED:	February 2010 April 2013
AUTHORIZATION:	_____	PAGE:	1 of 2
	Chair, Board of Trustees		

POLICY

The Board is committed to ensuring that it achieves standards of excellence in the quality of its governance and has adopted this Policy describing the duties and expectations of its Trustees. This Policy applies to all elected and ex-officio Trustees of Holland Bloorview Kids Rehabilitation Hospital.

Fiduciary duties of each Trustee require that Trustees act honestly, in good faith and in the best interests of the Corporation. Trustees must apply the knowledge, skill and judgment that might reasonably be expected of a person with their knowledge and skill to matters that come before the Board.

PROCEDURE: Duties and Expectations

Qualities of Board Members

The following qualities are required of all Trustees:

- Commitment to the mission, vision, and values of the Corporation, and strategic directions.
- to dedicate the time required of a trustee.
- Be knowledgeable about the healthcare industry generally and corporate issues in particular.
- Have ability to think strategically and engage in a good decision-making process.
- Act in the best interests of the Corporation as a whole and not any one sector or constituency.
- Have ability to participate in a collegial manner with other Board members, Senior Management, and demonstrate respectful conduct. Trustees will not always agree on all issues. All debates shall take place in an atmosphere of mutual respect and courtesy. The authority of the Chair of the Board of Trustees must be respected by all Trustees.
- Act with integrity and honesty.

Attendance

It is expected that the Trustees will attend all meetings of the Board and applicable standing committees. A Trustee who fails to attend seventy-five percent (75%) of Board and 75% of Board Standing Committee meetings (without a leave of absence being granted) is considered to have failed to meet the acceptable, minimum standard. The Board meets approximately nine times per year.

Ongoing Education and Development

Trustees are expected to attend an orientation session and ongoing education sessions scheduled at Board meetings and Board Retreats. Trustees must have a working knowledge of the Hospital, its stakeholders and community.

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Committee Service

Trustees are expected to serve on at least one Board Standing Committee. Committees generally meet monthly. Trustees shall respect the role and Terms of Reference of Board Committees.

Preparation and Participation

Trustees are expected to read materials distributed in advance of Board meetings, to come to meetings prepared to participate in discussions, and to vote.

Representation and Support

Trustees may be asked by the Chair to represent the Corporation at public events, with other hospitals, associations, or agencies, before academic institutions, government or donors, or in other venues or with other parties. Trustees shall provide financial support to the Hospital through the Foundation, the quantum being a matter of the personal choice of each Trustee. Trustees shall support the Hospital and the Foundation through attendance at Hospital and Foundation sponsored events.

Teamwork

A Trustee shall develop and maintain effective working relationships with the Chair of the Board of Trustees, other trustees and with senior management.

Compliance and Policies

A Trustee must comply with the Corporation's By-Law and policies, including code of conduct, bioethics, conflict of interest, confidentiality and other governance policies.

Evaluation

Trustees are expected to actively participate in continuing self-improvement through individual and collective self-assessment, evaluation and feedback.

Supporting Board Decisions

Trustees are expected to be loyal to the Corporation. A Trustee's duty of loyalty requires that he or she respects the will of the majority and supports properly approved Board resolutions.

Governance and Management

A Trustee shall understand the difference between governance and management and respect areas that are solely within the purview of management.

Qualifications

To be qualified to serve as a Trustee, each Trustee will be 18 or more years of age, have previous Board experience, and will be a Member of the Corporation.

No member of the staff will qualify to be a Trustee except for ex-officio Trustees: the President, the Vice-President of Medicine, the President of the Medical Staff Association, and the Chief Nurse Executive (CNE) of the Corporation.

Reviewed by:

The Governance Committee

Date:

April 2013