



**Board of Trustees Meeting
MINUTES of Meeting
Wednesday, January 18, 2012
6:00 – 8:00 p.m. Room 5E100
150 Kilgour Road, Toronto, ON**

Present:	D. Allgood, <i>Chair</i> S. Jarvis T. McCarthy	B. Alman M. Kardos Burton J. Morrison	B. Cranston A. Kawamura T. Muir	C. Everson J. Kustec J. Ronson	C. Hunt R. Laxer
Teleconference:	E. Carroll				
Regrets:	J. Hanigsberg	N. Kawale	G. Milo-Manson		
Sr. Management:	D. Kline	B. Sybring	J. Schleifer Taylor		
Guests:	E. Anagnostou S. Jacobson	L. Callahan	K. Falzon	D. Fehlings	V. McMurtry
Recorder:	B. James				

The Chair called the meeting to order and invited the President & CEO to introduce the speakers from the Bloorview Research Institute.

Dr. Fehlings, Clinician Scientist and Bloorview Children’s Hospital Foundation Chair in Developmental Paediatrics, highlighted the work underway with the funding from the Ontario Brain Institute Childhood Cerebral Palsy Integrated Neuroscience Discovery Network (CP-NET), working to transform care for kids with CP by accelerating the development of neuroscience treatments.

Dr. Anagnostou, Child Neurologist and Clinician Scientist, highlighted her work in psychopharmacology and neuroimaging in the Autism Research Centre (ARC) at Holland Bloorview. The ARC is working with partners to understand the biology of autism to assist in investigating service delivery models and developing interventions, through funding from OBI.

The Chair thanked Dr. Fehlings and Dr. Anagnostou for the preview of their work.

Then, Lisa Callahan, Online Communications Specialist at Holland Bloorview, provided a demonstration of the virtual tour of Holland Bloorview that had been created to assist with orienting new staff and new clients and families, including those transferring from other hospitals.

The President congratulated Lisa for assisting to bring this innovative tool to our clients, and families.

Declaration of Conflict of Interest

Trustees were reminded to declare their conflict of interest for Agenda items for this meeting, and none was declared.



1.0 Approval of the Consent Agenda

The Chair asked whether there were additions or questions about the Consent Agenda items, and there were no further comments, at this time.

A MOTION for the Board of Trustees to approve:

- 1.1) the Agenda for meeting of the Board, January 18, 2012**
- 1.2) the Minutes of the meeting of the Board on December 15, 2011**
- 1.3) the Board Standing Committee Report for January, 2012**

was made by Ben Alman, and seconded by John Kustec. The MOTION was CARRIED.

2.0 President's Report

2.1 President & CEO's Report – January

The President & CEO responded with additional details on the January Report, i.e., implementing patient safety walks and establishing collaborative practice leaders. An additional request for service has arisen from the Qatar Project, in collaboration with SickKids International.

Holland Bloorview has been invited to participate in the hospital CEO's visit to key teaching hospitals in Israel in February with colleagues from Canada and the U.S.

3.0 Strategic Plan

3.1 Strategic Plan Update

The Strategic Planning Task Force has interviewed stakeholders and the feedback would be provided at the Board's mini-Retreat, February 15. The Board meeting will commence at 5 p.m. and the Retreat would follow at 6-8 p.m.

4.0 New Business

4.1 Board Governance Policy Review

The Chair of the Governance Committee indicated that all Board Governance Policies had been reviewed by the Governance Committee to ensure compliance with F.I.P.P.A. legislation, and following are the amendments proposed for the five policies.

4.1.1 Policy BG-015 Board Meetings – Open

A second "amended" version of Policy BG-015 Board Meetings–Open was distributed to Trustees at the Board meeting. The recommendation was that agendas and minutes of open Board meetings, without support materials, would be made available in the Library and on the Hospital website. Trustees agreed with this amendment.

4.1.2 Policy BG-062 Board Meetings – Closed

The reference to *in-camera* Board meetings had been changed to "closed" meetings of the Board.

4.1.3 Policy BG-082 Meetings Without Management

Changes suggested for the Policy on Meetings Without Management were to include the Chief Nursing Executive as an ex-officio trustee on the Board, instead of the Vice President of Research.

Discussion arose on holding a portion of Board meetings regularly, without management. It was agreed to accept the Policy as written, i.e., with the statement "*the Chair of the Board may call meetings of the Board which exclude management*". However, the Governance Committee was asked to review this Policy.

4.1.4 Policy BG-016 Board Roles, Responsibilities

It was suggested that "succession planning" be added to Policy BG-016 Board Roles and Responsibilities, in addition to the other amendments. Hence, this Policy would be amended and brought back to the Board for approval later.

4.1.5 Policy BG-123 Trustee Duties, Expectations

The statement in Policy BG-123 about trustee attendance at Board and Committee meetings would be revised to clarify that trustees are expected to attend 75% of Board meetings, and membership in a Board Standing Committee would entail attending 75% of committee meetings.

The Chair called for a Motion for approval of four Policies, BG-015, BG-062, BG-082 and BG-123.

MOTION: On a MOTION by Bob Cranston, and seconded by Tom Muir, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the amendments to Board Governance Policies BG-015, BG-062, BG-082, and BG-123 as circulated to the Board, and as recommended by the Governance Committee.

Cranston/Muir

CARRIED

5.0 New Business

5.1 Chief Nursing Executive

The composition of trustees on the Board includes the Chief Nursing Executive (CNE), an ex-officio trustee as per Regulation 965 subsection 2 of the Public Hospitals Act (2010).

Kelly Falzon, Sr. Director of Inpatient Rehab and Complex Continuing Care, has recently been appointed to the role of CNE for the Hospital. The Governance Committee is recommending that the Board formally approve appointment of the CNE to the Board.

MOTION: On a MOTION by Cally Hunt, and seconded by Carolyn Everson, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the appointment of Kelly Falzon as Chief Nursing Executive and ex-officio Trustee on the Board of Trustees, as per the Public Hospitals Act, Regulation 965, 2010.

Hunt/Everson

CARRIED

6.0 Reports

6.1 Quality Committee Reports

The Chair of the Quality Committee highlighted information from the December and January reports of Committee meetings. Some indicators from the Quality Improvement Plan, i.e., referring to wait times, had not met target as yet.

The Q.I.P. for 2012-13 will be presented by the Quality Committee for approval to the Board of Trustees in March 2012.

6.2 Medical Advisory Committee Report

The Medical Advisory Committee Report for January indicated that the Patient Safety Committee had held the first patient safety walk in the Child Development and Recreation Programs. Clinicians and staff discussed patient safety with frontline staff—to enhance the culture of safety at the Hospital.

6.3 Performance Indicators Report

The Performance Indicators Report outlining the Hospital's quarterly performance to January 10, 2012 reflected the progress of the Quality Improvement Plan (QIP) and the Hospital Services Accountability Agreement (HSAA) in one report. Areas addressed were safety, effectiveness, access to care, patient-centred care, and human resources. It was noted that explanations of evaluations were only included for indicators that did not meet their targets.

Questions arose about indicators on wait times for services. It was noted that as methods/models had been revised to reduce wait times for the Autism Clinics, demand for services was increasing. The new Coordinated System for Referrals has not achieved the expected result to date, given the many changes required to meet our target. Changes identified for the Augmentative Communications Services are expected to improve performance for the next quarter.

6.4 Foundation Report

The President of the Foundation announced the \$1 million gift received from the Royal Bank of Canada and expressed appreciation to the Chair of the Board of Trustees, David Allgood, for assistance in securing this gift.

The Foundation had received a request for support for a charitable project, and this matter was under consideration.

7.0 Fill Out Meeting Feedback Form

8.0 Adjournment

The Chair asked for a Motion to adjourn the Board of Trustees meeting for January 18, 2012.

MOTION: It was MOVED by Janet Morrison, 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 January 18, 2012.

Morrison/Hunt

CARRIED

An *In-Camera* meeting of the Board of Trustees was held following the Board meeting at 7:55 p.m..

9.0 Date of Next Meeting

Wednesday, February 15
5-6 p.m. Room 5E100, Holland Bloorview
AND Strategic Plan Mini-RETREAT
6 - 8 p.m. Conference Centre, Holland Bloorview

*David Allgood, Chair
Board of Trustees*

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