

Board of Trustees Meeting
MINUTES of Meeting
Tuesday, September 19, 2017
6:00-8:00 pm
Holland Bloorview, Room 5E100

Present: M. Ballantyne B. Cooper C. Cowan-Levine J. Hanigsberg L. Hicks
C. Hunt M. Johnson (via teleconference) A. Kaplan J. Lam
A. Maharaj G. Milo-Manson T. Muir W. Onuwa H. Ort
P. Puri M. Rappolt S. Smile L. Torneck C. Wood

Sr. Management: S. Hawken T. Millar D. Savage S. Wong

Regrets: T. Chau B. Sybring

Guests: E. Berezovskaia D. Menna-Dack

Recorder: B. Webster

Call to Order

The Chair called the meeting to order at 6:00 p.m.

Opening Remarks by Chair

C. Hunt welcomed our three new Trustees to the meeting – Dr. Sharon Smile, Catherine Wood and Mark Johnson. She noted that there are several forms in Trustees’ folders which require signing (Statement of Confidentiality, Disclosure of Conflict of Interest and Commitment to Attendance at Board Meetings and Board Standing Committee meetings). Trustees were asked to complete the evaluation form after each meeting and to provide comments whenever possible. The Governance Committee reviews a summary of the evaluations at each of their meetings. Trustees were strongly encouraged to sign up early to attend at least one Quality Committee meeting and one Family Advisory Committee meeting as their attendance is one of the indicators we track on our Quality Indicator Report. Last year, 4 targets were not met due to low attendance at meetings.

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 Consent Agenda

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

MOTION: It was MOVED by Laurie Hicks and SECONDED by Harry Ort that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the Consent Agenda of September 19, 2017.

- 1.1 Agenda for Meeting September 19, 2017**
- 1.2 Minutes of Board Meeting June 21, 2017**
- 1.3 Board Standing Committees’ Report September 2017**
- 1.4 Board Standing Committee Membership 2017-2018**
- 1.5 Credentialing – Dr. Amanda Sawyer**
- 1.6 Governance Policies**
- 1.7 Governance Quality Indicator Report 2016-2017**

Hicks / Ort

CARRIED

2.0 President & CEO Report

J. Hanigsberg reported that the senior management team held a full day retreat earlier today. Additional participants included members of the Strategic Planning Task Force and leaders at various levels within the organization. The focus of the retreat was the first 18 months implementation of the new strategic plan.

She highlighted the Accreditation document in Trustees' folders. It identifies every area contribution to quality and safety and tells a powerful story. The Accreditation Team is commended for producing such a great document.

Family engagement during this Accreditation process has been unparalleled. We are proud to announce that the Chair of our Family Leadership Accreditation Group, Adrienne Zarem, has been named the first family member surveyor for Accreditation Canada. Also, the Co-Chair of the Family Advisory Committee, Alifa Khan, has been named the second family surveyor.

She noted the amazing success of the Dear Everybody campaign. The hospital is thrilled with the impact so far – over 300,000 views, over 1 million individual social media hits. She congratulated the leadership of S. Wong and S. Hawken and their team. On behalf of the Board, C. Hunt also congratulated the team for their tremendous work.

3.0 New Business

3.1 Bioethics Service at Holland Bloorview

J. Hanigsberg introduced Dolly Menna-Dack. She noted that although Dolly is new in her role as Bioethicist, she is a long standing staff member at Holland Bloorview who previously worked as a Youth Facilitator in our Participation and Inclusion Program. She is a member of the University of Toronto's Joint Centre for Bioethics and is the Vice Chair of the Research Ethics Board. Dolly will be invited back to a future Board meeting to facilitate a more detailed education session on bioethics.

D. Menna-Dack explained that Holland Bloorview's Bioethics Service is dedicated to fostering client and family well-being and organizational integrity. The service provides specialized support with clinical and organizational ethics and we have over 25 Bioethics Facilitators throughout the hospital. The Bioethics Forum meets 10 times / year and we conduct an average of 65 consults in any given year. Some common themes of ethics consultations are:

- privacy and confidentiality
- consent and capacity
- best interests of the client

She explained that the Service is supported by an infrastructure and strategy entitled "Hub and Spoke". The goal of the Hub and Spoke model is to foster an ethical climate and strengthen the ethics capacity broadly throughout the organization. She indicated that the Board may seek support from the Bioethicist to facilitate decision making using the ethics framework for issues such as resource allocation. She provided an example of how the Board used the ethics framework evidence-informed criteria to guide their decision making for development and approval of the new strategic plan.

The Chair thanked Dolly for her excellent presentation.

3.2 Financial Statements to July 31, 2017

M. Rappolt reported that the Business & Audit Committee met to approve the financial statements to July 31, 2017. Our operating position reflects a deficit of \$192,000 worse than budget. This is in part due to occupancy pressures in our inpatient area. D. Savage, Vice President, Programs & Services, spoke to the Business & Audit Committee about our high volumes and indicated that this is a broader health systems capacity challenge that is being closely monitored. She also indicated that we will see this continue into the second quarter.

MOTION: It was MOVED by Marg Rappolt, and seconded by William Onuwa, that the Board of Trustees approve the Preliminary Financial Statements for the period ended July 31, 2017 for Holland Bloorview Kids Rehabilitation Hospital, as pre-circulated.

Rappolt / Onuwa

CARRIED

4.0 Business Arising

There were no items to report at this time.

5.0 Reports

5.1 Holland Bloorview Performance Scorecard – Q1 (April 1-June 31) Fiscal Year 2017/18

D. Savage reported that the Quality Committee met earlier today to review the Q1 report. Staff were congratulated on their amazing work in the area of patient safety with all elements of the safety dimension of the report card meeting or exceeding target, especially in light of the high census in the inpatient units.

The outcome measurement tools indicator in both inpatient and outpatient therapy did not meet target. Further refinement and understanding of the utility of the particular outcome measurement tools across all areas of outpatient services is ongoing.

Access targets were not met for Autism Spectrum Disorder (ASD) diagnostic services and neuromotor first appointment due to several ongoing challenges including increased referrals (ASD) and staffing shortages (across both). Ongoing strategies include focusing on reducing cancellations, review of appointment types, introduction of a training related to a new ASD diagnostic assessment tool, temporary additional clinics and expanded hours of service.

5.2 Quality Committee Report

L. Hicks presented the Quality Committee report. There was no further discussion at this time.

5.3 Medical Advisory Committee Report

G. Milo-Manson presented the Medical Advisory Committee report. She noted that although the infections were slightly higher than the previous period they involved only 1 or 2 children.

5.4 Foundation Report

S. Hawken provided the following update:

- a number of new donors and celebrities have been introduced to the organization
- the Evening of Possibility is sold out
- Trustees were encouraged to attend the upcoming Speaker Series on October 4th featuring Dr. Deryk Beal
- the Foundation welcomed 5 new Directors to their Board this year
- BMO has signed on as the Capes for Kids sponsor (with thanks to Board Chair Cally Hunt)

6.0 Adjournment

The Board Meeting adjourned at 7:30 p.m.

*Cally Hunt, Chair
Board of Trustees
:bw*