

Holland Bloorview
Kids Rehabilitation Hospital

Board of Trustees Meeting
MINUTES of Meeting
Wednesday, September 17, 2014
7:00-8:00 p.m. Room 5E100
150 Kilgour Road, Toronto, ON

Present: G. Black R. Carmichael R. Cranston L. Hicks C. Hopper
C. Hunt S. Jarvis J. Kustec J. Lam R. Laxer
A. Maharaj R. McLeod G. Milo-Manson J. Morrison T. Muir
W. Onuwa L. Torneck

Sr. Management: T. Bailey T. Chau W. Howes J. Hunter D. Kline
B. Sybring

Regrets: J. Hanigsberg H. Ort J. Schleifer Taylor

Recorder: B. Webster

Opening Remarks by Chair

J. Morrison called the meeting to order at 7:25 pm.

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 indicated. C. Hunt requested that Item 4.2 Plexxus Membership Renewal be added to the Agenda.

MOTION: It was MOVED by John Kustec and SECONDED by Christopher Hopper that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the amended Consent Agenda:

- 2.1 Agenda – September 17, 2014**
- 2.2 Minutes – June 25, 2014**
- 2.3 Board Standing Committee Reports - September**

Kustec / Hopper

CARRIED

2.0 President & CEO Report

S. Jarvis introduced Wendy Howes, the new Director/Principal of the Bloorview School Authority and welcomed her to the meeting.

Holland Bloorview is introducing a new Influenza Immunization Policy – Vaccinate or Mask. We will be moving forward with a policy requiring all staff, volunteers and students, in areas where patient care is provided, to be vaccinated against influenza or wear a mask. Staff will be issued a sticker on their name badge to indicate if they have been vaccinated or not. We will launch in mid-October based on dates we receive from Public Health. J. Hunter will provide continual updates to the Board on this issue.

3.0 Business Arising

3.1 Board of Trustees Retreat Agenda/Objectives

S. Jarvis reported that the senior management team conducted their annual retreat in July and hired Dr. Paul Winum from RHR International to facilitate a session on successful CEO transition. RHR has a great deal of experience in the area of CEO transition and working with Boards to ensure that the

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transition is successful. The Governance Committee felt that this topic would be very timely for our October Board Retreat. The Senior Management Team will share their plans for the transition during the morning session. The morning will also include an update from the Ontario Hospital Association on the political environment now that a majority government is in place. After lunch we will conduct a regular Board meeting.

4.0 New Business

4.1 Financial Statements to July 31, 2014

C. Hunt reported that the financial statements to July 31, 2014 were reviewed in detail at the Business & Audit Committee meeting held earlier this week. She noted that a deficit of this size is often not unusual at this time of year but nevertheless, the Committee is very focused on strategies to reduce it in the coming months. B. Sybring commented that we should see a turnaround in the deficit in Q2. As we work through our financial optimization strategy, we will see savings and a projected increase in our investment incomes. We are experiencing several one-time costs this year i.e. President/CEO Search. He also explained that last year we had significant income related to the work in Qatar – that is not the case this year although we may see some revenue later in the year.

MOTION: It was MOVED by William Onuwa and SECONDED by Cally Hunt that the Board of Trustees approve the Financial Statements for the months ended July 31, 2014 for Holland Bloorview Kids Rehabilitation Hospital as pre-circulated.

Onuwa / Hunt

CARRIED

4.2 Plexxus Membership Renewal

C. Hunt reported that this item was also reviewed in detail at the Business & Audit Committee meeting earlier this week. She referred to the Memo prepared by B. Sybring dated September 17, 2014. B. Sybring explained that members are required to confirm to Plexxus their intentions of remaining in the partnership 18 months in advance so that the impact of any member withdrawals is well understood well in advance. Holland Bloorview's experience with Plexxus has been very positive – we experience significant purchase price savings which amount to \$75,000-100,000/year, and also they have allowed us to lower our cost of service delivery while maintaining the quality of service.

MOTION: It was MOVED by Cally Hunt and SECONDED by John Kustec that WHERE AS, the current Plexxus Membership agreement expires March 2016, and all hospitals are required to give notice of intent to renew or not renew by September 30, 2014;

AND WHERE AS, Holland Bloorview Kids Rehabilitation Hospital acknowledges the receipt of PwC's Plexxus Membership Renewal Study and its recommendations ("PwC's Study");

THEREFORE, be it resolved, that Holland Bloorview Kids Rehabilitation Hospital intends to renew its membership in Plexxus for the 2016 - 2021 period, subject to:

mutual commitment by the Member hospitals and Plexxus to implement the necessary actions to achieve Functional Excellence, as outlined in PwC's Study; and

the successful negotiation of a new membership agreement, which incorporates service level indicators and targets consistent with Functional Excellence.

Hunt / Kustec

CARRIED

5.0 Reports

5.1 Board Performance Indicators Report Q1 – April-June 2014

R. Laxer indicated that this report was discussed at length in the Quality Committee meeting held earlier today. The senior management team was not surprised by the Q1 results in Total Margin.

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The Autism Wait Times did not meet target with waits (of 167 days) exceeding the lower limit of 166 days. We have seen a significant increase in referrals from North York General Hospital since the integration of that clinic in March 2014. The numbers provided by North York General prior to the integration were very modest. We have increased capacity in the system but a gap remains. The referral patterns continue to demonstrate increases in volumes with Autism services – they will continue to be monitored closely, with staffing adjustments wherever possible.

5.2 Quality Committee Report – June 11, 2014

R. Laxer presented the Quality Committee Report from the June 11, 2014 meeting. There were no questions at this time.

5.3 Medical Advisory Committee Report

G. Milo-Manson presented the Medical Advisory Committee report. She commented on the recent reports in the media about a virus affecting children in the U.S. Updates are being provided by Public Health to ensure processes are in place if we begin to see any of these cases in Ontario.

5.4 Foundation Report

T. Bailey reported that Susanne and Bill Holland have been named Philanthropists of the Year by the Toronto Chapter of the Association of Fundraising Professionals. The Hollands will be honoured at a luncheon on November 26th during National Philanthropy Week. Holland Bloorview co-nominated the Hollands with the Children's Aid Foundation. Trustees will receive further information about attendance at the event.

6.0 Adjournment

J. Morrison asked Trustees to complete the evaluation form and education survey found in their folders. It was noted that the dates listed on the Quality Committee sign-up sheets are incorrect. A revised version will be emailed to Trustees in the coming days.

J. Morrison asked for a Motion to adjourn the Board of Trustees meeting of September 17, 2014.

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 adjournment of the Board of Trustees meeting held September 17, 2014.

Hunt / Laxer

CARRIED

The meeting of the Board adjourned at 8:10 pm.

8.0 Date of Next Meeting – Board Retreat

Wednesday, October 22, 2014

8:30 am-3:30 pm

The Estates of Sunnybrook, Academy of Medicine Room

*Janet Morrison, Vice Chair
Board of Trustees*

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