

**Board of Trustees Meeting
MINUTES of Meeting
Wednesday, May 20, 2015
6:00-8:00 p.m.
Holland Bloorview, Room 5E100**

Present: M. Ballantyne J. Hanigsberg L. Hicks C. Hopper C. Hunt
J. Kustec J. Lam A. Maharaj R. McLeod G. Milo-Manson
J. Morrison T. Muir W. Onuwa H. Ort L. Torneck

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

Regrets: R. Carmichael R. Cranston J. Hunter R. Laxer

Guests: S. Kingsnorth V. Tsang

Recorder: B. Webster

Opening Remarks by Chair

J. Morrison called the meeting to order at 6:00 pm.

Education Session: *Asking Children with Cerebral Palsy About Pain: The Chronic Pain Toolbox*

G. Milo-Manson introduced our speaker Dr. Shauna Kingsnorth - she is the Evidence to Care Lead within the Teaching and Learning Institute at Holland Bloorview, and a Clinical Study Investigator supporting the Centre for Leadership in Participation and Inclusion within the Bloorview Research Institute. S. Kingsnorth explained that the Evidence to Care team did a call for ideas for a demonstration project that could really showcase their vision. Many suggestions were put forth and it was chronic pain that was the project decided upon. She indicated that chronic pain is pain that lasts longer than 3 months. She explained that 1 in 4 children experience pain on a daily basis and that there are many reasons for pain and not all kids have similar pain. This toolbox helps clinicians ensure that every child is routinely asked about pain in a consistent and measurable way. The goal was to develop and implement a best practice product for the assessment of chronic pain among pediatric outpatients with cerebral palsy. It was developed with input from a multi-disciplinary group of staff and is being actively used in 8 clinics in the Child Development Program with high volumes of kids with pain. It is freely available on the Holland Bloorview website and the number of downloads are being tracked. Social media is also being used to showcase the toolbox. The project has an evaluation strategy to determine the impact of the toolbox. We hope that others will adopt the guidelines for use in other settings.

J. Morrison thanked Dr. Kingsnorth for her 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.

1.0 Consent Agenda

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

MOTION: It was MOVED by Cally Hunt and SECONDED by John Kustec that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the Consent Agenda as pre-circulated:

- 1.1 Agenda – May 20, 2015**
- 1.2 Minutes – March 24, 2015**
- 1.3 Board Standing Committee Reports - May**

Hunt / Kustec

CARRIED

2.0 President & CEO Report

J. Hanigsberg presented the President & CEO report. She mentioned an historical research event that took place early today – a collaboration with Bloorview Research Institute, Ontario Association of Children’s Rehabilitation Services (OACRS) and CanChild. The agenda focused on a common research agenda for childhood disability. Of the 21 children’s treatment centres in Ontario, 17 were represented at the meeting.

A question was asked regarding the inpatient surge. J. Hanigsberg reported that we know it will last until the end of June and we are conducting an analysis to help predict how long it may last beyond that time. A meeting with the TC LHIN is scheduled in the coming weeks – we will ensure this is on their radar.

D. Kline introduced 7 new 30-second videos that have been produced as part of our awareness building strategy. They were produced with funding from the Foundation. They have been shown to a variety of internal stakeholders who have provided valuable feedback. The videos will be rolled out starting in June using social media.

3.0 Business Arising

3.1 Governance Policies

J. Lam presented the next batch of governance policies for approval. These policies have been vetted through the Governance Committee at their last meeting.

With regards to Policy 00009 – in the Procedure – there was discussion regarding the use of the word “exceptional” vs “special”. It was decided to leave the wording of the policy as is for this year.

With regards to Policy 00027 – in the Procedure – it was agreed to take out paragraph 4.

With regards to Policy 00075 – the question was asked if the regulatory filings are brought to the Board on a quarterly basis as the policy states. C. Hunt indicated that a review is done quarterly at the Business & Audit Committee but a report has not been brought to the Board in the past. It was agreed that, going forward, the Business & Audit Committee will include a quarterly report in their Standing Committee Report to the Board.

With regards to Policy 00076 – after some discussion it was agreed to pull this policy at this time and ask the Business & Audit Committee to do a more thorough review.

MOTION: It was MOVED by Jean Lam, and seconded by Tom Muir, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the pre-circulated Governance Polices as recommended by the Governance Committee with the recommended changes.

Lam / Muir

CARRIED

3.2 By-law Amendment

J. Lam indicated that this item is for information only today. At the June 3rd Board meeting the Governance Committee will be recommending two amendments to our By-Laws for approval by the Board of Trustees and by the members at the Annual General Meeting on June 17th.

3.3 Board Recruitment

J. Lam reported that the Governance Committee has been busy seeking a replacement to fill J. Kustec's vacancy in June. J. Kustec introduced us to Mr. B. Cooper. J. Lam and J. Hanigsberg met with him on April 21st. It was a very positive meeting and they were very impressed with his enthusiasm, passion and expertise. They feel confident he would make an excellent Trustee. J. Morrison met with Bruce by phone as well.

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 recommendation from the Governance Committee to appoint Bruce Cooper to the Board of Trustees at the Annual General Meeting in June 2015.

Lam / Maharaj

CARRIED

4.0 New Business

4.1 M.A.C. Credentialing Approval – Dr. Rae Varughese

G. Milo-Manson explained that Dr. Rae Varughese has requested privileges in Dental Services as a consultant pediatric dentist. Her qualifications have been reviewed by our Credentials and Medical Advisory Committee and have met the criteria for appointment to our dental staff. There is no impact on resources.

MOTION: It was MOVED by Golda Milo-Manson, and seconded by Christopher Hopper, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the recommendation from the Medical Advisory Committee for the appointment of Dr. Rae Varughese as a consultant pediatric dentist.

Milo-Manson / Hopper

CARRIED

4.2 Hospital Nominees to Foundation Board 2015/16

J. Lam indicated that Jean Lam and Cally Hunt have agreed to represent the Hospital on the Foundation Board of Directors for 2015/16.

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 recommendation from the Governance Committee to appoint Jean Lam and Cally Hunt as cross-appointed representatives to the Foundation Board of Directors.

Torneck / Hicks

CARRIED

4.3 Foundation Nominees to Hospital Board 2015/16

J. Hanigsberg reported that the Foundation nominees to the Hospital Board are Christopher Hopper and Tom Muir for 2015/16.

4.4 Holland Bloorview Research Ethics Boards of Record

J. Kustec reminded the Trustees of two similar motions that were passed last year at this time that involved other TAHSN hospitals only. This is now the next step – the first motion will allow Holland Bloorview Research Ethics Board to review, approve and provide ongoing oversight of multi-site clinical trials and other health research studies on behalf of other institutions in Ontario.

MOTION: It was MOVED by John Kustec, and seconded by Christopher Hopper, that the Holland Bloorview Research Ethics Board may act as a board of record for other Ontario academic and affiliated institutions in multi-site research studies involving humans.

Kustec / Hopper

CARRIED

The second motion authorizes a Clinical Trials Ontario-qualified research ethics board from other institutions to replace the Holland Bloorview Research Ethics Board as its institutional board of record to review, approve, and provide ethical oversight for multi-site research studies involving humans.

MOTION: It was MOVED by John Kustec, and seconded by Christopher Hopper, that Clinical Trials Ontario-qualified research ethics boards of other institutions may act as a board of record for Holland Bloorview in multi-site research studies involving humans.

Kustec / Hopper

CARRIED

5.0 Reports

5.1 Quality Performance Reporting 2014-15

J. Hanigsberg presented the Performance Scorecard for Q4. She indicated the section of page 3 which highlights key successes and key challenges in 2014/15. On page 4, *Engagement of Family Leaders*, she indicated that the team is not clear at this time the reason for the low response rate. They are looking into it and will report back.

5.2 Quality Committee Report – May 2015

L. Torneck presented a verbal report on the Quality Committee meeting that was held prior to the Board meeting today. A written report will be included in the materials for the June 3rd meeting.

5.3 Medical Advisory Committee Report

G. Milo-Manson presented the Medical Advisory Committee Report. There were no questions at this time.

5.4 Foundation Report

T. Bailey presented the Foundation Report. She indicated that a very positive meeting was recently arranged for Mr. Harry Rosen. The introduction was made by J. Hanigsberg.

6.0 Adjournment

The meeting of the Board of Trustees adjourned at 7:30 p.m.

<p>7.0 Date of Next Meeting Wednesday, June 3, 2015 6:00-8:00 pm, Room 5E100</p>

Janet Morrison, Chair
Board of Trustees
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