

Board of Trustees

MINUTES of MEETING

Tuesday, September 20, 2011

6:00 – 8:00 p.m., Boardroom 5E100

150 Kilgour Road, Toronto, Ontario

Present: David Allgood, *Chair* E. Carroll B. Cranston C. Everson J. Hanigsberg
C. Hunt S. Jarvis A. Kawamura J. Kustec R. Laxer
T. McCarthy G. Milo-Manson J. Morrison T. Muir J. Ronson

Teleconference: B. Alman

Regrets: M. Kardos Burton N. Kawale

Sr. Management: C. Haanstra J. Schleifer Taylor B. Sybring

Guests: E. Biddiss B. Webster

Recorder: B. James

Education

David Allgood welcomed Trustees to the meeting, and asked Sheila Jarvis to introduce Dr. Elaine Biddiss from the Bloorview Research Institute who would be talking to the Board about her work in Possibility Engineering: Technologies Kids Can Enjoy.

Dr. Biddiss had received an award from the Canadian Institutes of Health Research (CIHR) to evaluate systems and behaviour associated with a waiting environment. Her research work has enabled kids without fine motor skills or dexterity to participate in art, music and physical activities using innovative interactive technologies. Based on the development of a screenplay, kids can grow a virtual forest while awaiting their appointments at Holland Bloorview.

‘Bio Songs’ refer to a technology that harnesses physiological change in kids having profound disabilities to enable them to communicate with their caregivers in non-traditional ways, by translating their emotional responses into sounds. Caregivers can recognize levels of anxiety or happiness in these children which enriches their interaction.

After questions, the Chair and Trustees thanked Dr. Biddiss for the enlightening presentation.

Declaration of Conflict of Interest

The Chair asked whether any trustee wished to declare a conflict of interest for any items on the Agenda, and none was declared.

1.0 Approval of the Consent Agenda

This year, a “Consent Agenda” would be initiated at Board meetings to save time on items for approval that do not normally require more information or discussion as a group. Examples would be the Agenda and the Minutes of the meeting that are pre-circulated ahead of Board meetings. Any queries or comments were requested from trustees at the beginning of each meeting.

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, September 20, 2011

1.2) the Minutes of the meeting of the Board on June 16, 2011

was made by Tom Muir, and seconded by Bob Cranston . The MOTION was CARRIED.

2.0 President & CEO's Report September

The Board was asked whether there were questions or comments arising from the President & CEO's Report. Information was provided on an Enterprise Risk Management report to the Board that was being prepared by the Business & Audit Committee with the Quality Committee.

The progress on recruitment of a Director for the Bloorview Research Institute was reviewed. A broad search was being conducted, interviews had been held for three potential candidates, and further research for a stellar candidate is underway.

The Wait Times Blitz in the Child Development Program was proving popular with clients and families who had been attending after-hours blitz clinics at Holland Bloorview.

Dr. Ben Alman joined the meeting via teleconference.

3.0 Strategic Plan

3.1 Strategic Plan Task Force Membership 2011 – 2012

The Board reviewed the proposed Membership List of September 5 of the Strategic Plan Task Force for renewal of the Strategic Plan in June 2012. The Chair of the Governance Committee stated that amendments had been made to the list: T. Golombek had been added as a Family Representative; G. Carafa was not available as a Youth Representative; A. Judge was to be confirmed as a Youth Representative; and K. Moody was to be confirmed as one of the staff members. The Board was asked to approve Carolyn Everson as Chair of the Strategic Plan Task Force, and the Membership List as of September 19, with/without additional amendments re staff members.

MOTION: It was MOVED by Bob Cranston, and seconded by Tom Muir, that the Board of Trustees accept the recommendation of the Governance Committee and approve the Strategic Plan Task Force Membership 2011-2012 as of September 19, 2011, including amendments as stated.

Cranston/Muir

CARRIED

3.2 Strategic Plan Update

An update was provided for Trustees on the renewal of the Hospital Strategic Plan 2012 - 2017. Interviews were underway to engage a consultant to guide the process. The Chief of Communications and Public Affairs, as the Senior Management Team Strategic Plan Lead, would work with the consultant and the Chair of the Strategic Plan Task Force. The intent was to build on the existing Strategic Plan with input from the Board, Senior Management, staff and external partners. The environmental scan, the S.W.O.T. Analysis and accomplishments from our current Strategic Plan will inform the planning process.

The renewal of the Strategic Plan would be the main topic for the upcoming Board of Trustees Retreat planned for October 19. Trustees were asked to reserve an additional hour that day, i.e., from 8:30 a.m.– 4:00 p.m. for the Retreat and October Board meeting. A second mini-retreat was proposed to be held during the time allotted for the February Board meeting. Trustees were requested to reserve an additional hour for the Board meeting February 15, i.e., from 6 until 9 p.m.

4.0 Business Arising

4.1 President & CEO Goals-Measurement

The Memo from the Chair of the Board to Trustees, dated September 15, 2011, explained the rationale and development of the achievement metrics for the President & CEO Goals 2011-12, that had been approved by the Board of Trustees on June 1, 2011. Attached to the Memo were the statement of the President & CEO Goals 2011-2012 and Part B of the Quality Improvement Plan (QIP).

The Excellent Care for All Act 2010, directed hospital boards to link executive compensation to improved outcomes in patient safety, effectiveness, access and patient satisfaction. Hence specific targets outlined in the Quality Improvement Plan (Q.I.P.), will be directly related to a portion of bonus allocated for the President & CEO and executives for 2011-12.

The President & CEO spoke to factors associated with some of the six quality indicators that comprised the four dimensions of the QIP noting that reports would be provided to the Board as the year progressed. After discussion, a Motion was presented for approval of the metrics for achievement of the President & CEO Goals 2011-12.

MOTION: It was MOVED by David Allgood, and seconded by Julia Hanigsberg, that the Board of Trustees approve the President & CEO Goals-Measurement for 2011–2012 as recommended by the Executive Committee for approval by the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital.

Allgood/Hanigsberg

CARRIED

4.2 Board of Trustees Retreat October 19, 2011

The objectives of the Board of Trustees Retreat October 19, 2011 were outlined with descriptions for each. Further information and materials would be provided to the Board before the Retreat.

5.0 New Business

5.1. M.A.C. Credentialing Approvals

The Vice-President of Medicine and Academic Affairs reviewed the information from the Medical Advisory Committee regarding approval by the Board for two additional active medical/dental consulting staff for Holland Bloorview Kids Rehabilitation Hospital.

5.1.1 Dr. Iain Nish

Dr. Iain Nish's appointment had been approved by the Medical Advisory Committee for recommendation for Board approval for appointment to fill a vacancy for an oral surgeon.

MOTION: It was MOVED by Golda Milo-Manson, and seconded by Esme Carroll, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the recommendation of the Medical Advisory Committee for approval of the appointment of Dr. Iain Nish to join the Dental Services, Oral and Maxillofacial Surgery Program, at Holland Bloorview Kids Rehabilitation Hospital, effective September 13, 2011.

Milo-Manson/Carroll

CARRIED

5.1.2 Dr. Melissa Carter

Dr. Melissa Carter has met the criteria for appointment to the Child Development Program at Holland Bloorview. Dr. Carter is a developmental paediatrician with training in medical genetics, and an interest in the study of Autism Spectrum Disorders.

MOTION: It was MOVED by Ron Laxer, and seconded by Tom Muir, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the recommendation of the Medical Advisory Committee for approval of the appointment of Dr. Melissa Carter for the active consulting medical staff at Holland Bloorview Kids Rehabilitation Hospital effective September 13, 2011.

Laxer/Muir

CARRIED

5.2 Financial Statements as at July 31, 2011

Ben Sybring, Vice-President of Corporate Services, reviewed the Variance Report and Financial Statements as at July 31, 2011 for Holland Bloorview Kids Rehabilitation Hospital that had been pre-circulated. These had been approved and recommended by the Business & Audit Committee for approval by the Board.

The current ratio for the Hospital remains at 1.28, which was similar to that stated in the year end report of March, 2011.

The summary of revenues and expenditures indicated that the operating position for the Hospital for the four months ended July 31, 2011, reflected a deficit of \$283,537, which is \$65,643 better than the budget amount of \$349,180.

It was noted that the Hospital had budgeted for an operating surplus of approximately \$400,000 by year end. However, achievement of the budget amount was not certain as at July 31, 2011, due to unexpected payments that had been advanced to Plexxus to support the implementation of their information system.

MOTION: It was MOVED by Julia Hanigsberg, and seconded by Tom McCarthy, that the Board of Trustees approve the Financial Statements for the months ended July 31, 2011 for Holland Bloorview Kids Rehabilitation Hospital, as pre-circulated.

Hanigsberg/McCarthy

CARRIED

6.0 Reports

6.1 Board Standing Committee Report

The Board Standing Committee Reports were accepted as distributed. It was suggested that this Report be included with the Consent Agenda items for the next Board meeting.

6.2 Quality Committee Report

The Chair of the Quality Committee, Dr. Ron Laxer, stated that the Quality Committee would meet on September 22nd for his first meeting as new Chair of the Committee. The Report that was included with this Board meeting material was referring to the meeting chaired by Mark Hundert, on June 1—which had been held prior to the Board of Trustees meeting.

It was noted that some ALC patients who are ventilated, and were referenced in the June 1 Report, have now been approved for relocation to another hospital as a result of the TC-LHIN opening beds to accommodate these young adults.

6.3 Medical Advisory Committee Report

The Medical Advisory Committee Report had been distributed to the Board of Trustees prior to being shared with the Quality Committee, due to timing of their respective meetings.

6.4 Performance Indicators' Report: Q1 Quarterly Report April - June 2011

The Quarter 1 Performance Indicators' Report showed an overall client satisfaction result above the target set. Wait Times Blitz's have been implemented over the summer to improve outpatient wait times for Neuromotor and Autism, and additional strategies are being implemented to further improve wait times.

An overview of Autism services in Ontario and Holland Bloorview's role was identified as an education topic for trustees.

Dr. Ben Alman joined the meeting in-person, and concluding his participation via teleconference.

6.5 Foundation Report

There were no queries arising from the Foundation Report which had been pre-circulated.

5.0 Adjournment

The Chair asked for a Motion to adjourn the Board of Trustees meeting for September 20, 2011.

MOTION: It was MOVED by John Kustec, and seconded by Esme Carroll, that the Board of Trustees of Holland Bloorview Kids Rehabilitation Hospital approve the adjournment of the Board of Trustees meeting held September 20, 2011.

Kustec/Alman

CARRIED

Trustees were asked to complete their confidentiality statements, conflict of interest forms, offense declarations, consent to disclosure of personal information and the annual Board Education Survey.

The In-Camera meeting of the Board began at 7:40 p.m.

6.0 Date of Next Meeting

Wednesday, October 19, 2011

8:30 – 4:00 p.m. Conference Centre, Holland Bloorview

*David Allgood, Chair
Board of Trustees*

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