

BRAIN INJURY SERVICES

BOARD OF DIRECTORS MEETING MINUTES

MAY 28, 2008

1579 MAIN ST. WEST, HAMILTON (FORTINOS COMMUNITY ROOM)

Present: Chabriol Colebatch, Ashok Kumar, Rebecca Wissensz, John Hanna, Becky Lammel, Robert Beres, Denise McMullin, Stephen Blood, Stacey Cook, Bonnie Buchko

Regrets: Kamil Malikov, Nicola Heinig, Alfred Ng

Staff: Jan Narduzzi, Heather Moroz

Item	Discussion	Fwd	Action
1. Approval of Agenda	<ul style="list-style-type: none"> • Motion: Moved by R. Beres Seconded by A. Kumar That the agenda for May 28, 2008 be approved as presented. Carried. • Declaration of conflict of interest – nothing to declare. 		
2. Approval of the April 9, 2008 minutes	<ul style="list-style-type: none"> • Motion: Moved by B. Lammel Seconded by J. Hanna That the minutes from April 9, 2008 be approved as presented. Carried. 		
3. QMentum: Accreditation Canada		*	Deferred to next meeting
4. Executive Directors Report	<p>Needs Assessment RFP</p> <p>The Board formed an ad hoc committee comprised of B. Buchko, R. Beres and C. Colebatch who will review the submissions to the RFP submitted by J. Narduzzi and narrow it down to three applicants to interview. The committee will presents its recommendation to the Board at the June meeting.</p>	*	J. Narduzzi to submit four to five submissions to the ad hoc committee for consideration
5. Finance Committee Report	<p>Budget Fiscal 2008-2009</p> <p>It was noted that the budget contained merit increases for approximately 25 non union staff and salary increases for unionized staff as per the collective agreement. It did not contain cost of living increases for staff. This will be adjusted when the ministry and LHIN announce the increase to base budget for the fiscal year.</p>		

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	<ul style="list-style-type: none"> Motion Moved by B. Buchko Seconded by S. Blood That the 2008-2009 budget be approved as presented. Carried. 		
6 Risk Management	Nothing to report on.		
7. Agency Name	<ul style="list-style-type: none"> Motion Moved by J. Hanna Seconded by R. Wissensz That the agency retain the legal name of the organization on the Letters Patent as Brain Injury Services of Hamilton and use the business name, Brain Injury Services, for day-to-day operations. Carried. 		
8. Foundation Update		*	Deferred to next meeting
9. Board Networking	Nothing new to report. The Board received the annual Board evaluation survey. The completed survey is due back to H. Moroz by the June Board meeting.		
10. Meeting Evaluation	Good Meeting. Good time, very fast.		
11. Next Meeting	June 25, 2008 at Fortinos Main W.		
12. Adjourn	<ul style="list-style-type: none"> B. Buchko moved to adjourn the meeting. 		

President's Signature

Date