



**Board Meeting**

HSNS Board of Directors  
April 20, 2023 – 3:30 pm

**In person – Bridgewater sites**

**Timeline:**

- 3:30-4:00 Audio demonstration**, by Laura Hart, Audiologist  
Board members meet at the **South Shore Regional Hospital (SSRH)** at the HSNS clinic  
**Directions:** 90 Glen Allan Drive, Bridgewater (Clinic Room 1055, Floor 1, past the cafeteria to the right)  
Tel: 902-543-4604, ext. 2248  
\*SSRH parking is \$4.00
  
- 4:00-4:30 Augmentative and Alternate Communication (AAC) material display/demonstration**  
Board members walk over for tour of **Medical Arts Building** site  
**Directions:** 42 Glen Allan Drive, Bridgewater Clinic – Suite 208  
Tel: 902-541-3134  
\*Free parking
  
- 5:00-5:30** Dinner with HSNS Bridgewater staff/family at **Medical Arts Building, 42 Glen Allan Drive**, conference room, 3<sup>rd</sup> floor
- 5:30-7:00** Board meeting, Medical Arts Building, 42 Glen Allan Drive, conference room, 3<sup>rd</sup> floor

**Board of Directors**

Barnett, Scott (Chair)	R	Logan, Emma	R	Noronha, Adline	R
Haley, Matthew	P	Manning, Tammy	P	Rizzetto, Maria	P
Kieft, Michael	P	Marchand, Josette	P	Sibley-Fox, Paula (Sec-Treasurer)	R
Kujath, Magdalena	P	Mason-Browne, Anne (CEO)	P	Tonet, Megan	R
Landy, Mark (Vice Chair)	P	Moore, Gordon	R		
				McKenna, Lynn – Admin Assistant	P
<b>Guests:</b> Dr. Greg Noel, Director of Adult and Mi'kmaq Hearing and Speech Services Dr. Sharon Walker, Director of Pediatric and Autism Hearing and Speech Services Mr. Bob Kolanko, Director of Finance and Operations					

**Present: (P)      Videoconference: (V)      Regrets: (R)      Absent: (A)**

HSNS staff		Client/family
Erin Lamond, Manager	Rowan Wilson-Henkemann, SLP	Klarissa Wagner, parent
Vanda Russell, Admin Support Professional	Laura Hart, Audiologist	
Trina Warner, SLP	Annette Motter, SLP	
Claire MacLean, Communications Disorder Technician (CDT)	Hayley Gonzales, CDT	

Before the call to order, and after the site tours, the board members, HSNS staff, and Ms. Wagner sat down for supper. Ms. Wagner described her experience with HSNS services with her daughters. She is very happy with the services she has received from HSNS, but indicated that the wait list is a challenge, as well as accessing the SLP services for school-aged children.

**1. Call to Order**

The meeting was called to order at 6:05 pm by Mr. Landy.

**2. Approval of Agenda**

**MOTION:** THAT the Board of Directors approve the agenda. It was moved and seconded. Motion carried.

- 3. Presentations:** As part of the site tours before the meeting, the Audio demonstration and Augmentative and Alternate Communication (AAC) material display/demonstration were provided by HSNS staff.
- 4. Announcements**
- 4.1 Regrets:** as listed above
- 4.2 Declarations of potential conflict of interest:** none.
- 5. Minutes, Mar 23, 2023**
- MOTION:** THAT the Board of Directors approve the minutes as circulated. It was moved and seconded. Motion carried.
- 6. Board Executive Report**
- The Board Executive met on April 14, 2023 (report attached). Mr. Landy reviewed the report and the many activities in progress. The next Board Executive meeting is May 11, 2023.
- 7. CEO Report**
- 7.1 Highlights** of the CEO Report are as follows:
- **Stakeholder Engagement:** A review of compensation for HSNS Speech-Language Pathologists and Audiologists was requested by HSNS Nova Scotia Government Employees Union (NSGEU) during current collective bargaining.
- The Speech-Language Best Practice Council (chaired by Dr. Walker) and the Audiology Best Practice Council (chaired by Dr. Noel) were both launched this month with excellent participation from HSNS staff.
- Recent communication from the New Brunswick Association of Speech-Language Pathologists and Audiologists and (NBASLPA) was disappointing. Details are outlined in the report.
- HSNS staff were included in the recent government announcement of retention bonus/incentives. We have received clarification that regular HSNS clinical staff and client-facing managers will receive up to \$5000.00 as a ‘thank you’ bonus. The procedures for the disbursement of funds have been clarified and we hope to have the bonuses issued by mid-May.
- **Staffing and Service Disruptions:** The following positions are currently posted: Administrative Support Professional (2), Audiologist (1), Communication Disorders Technician (1), and Speech-Language Pathologist (2).
- The services at Yarmouth site continue to be affected by the February 5 flood and by staff turnover. High speed fibre internet, landlines and connection to the health network have all been restored at the temporary site downtown.
- **Quality and Quality Improvement:** Quality Advisory Council has been focused on wrapping up the targets from the 2023-24 Strategic Plan and developing recommended targets for quality improvement projects for the 2024-25 Strategic Plan.
- The Annual Scorecard and KPI data will be shared by Dr. Sharon Walker at the May 19 Board meeting.
- **Risk:** The presentation of the Annual Report of the Digital Governance Action Plan and the Annual HSNS Risk Plan Report for 2022-2023 has been deferred to the Policy and Governance Review

Committee in May, followed by presentation to the Board at its regular meeting in May.

- **Communications:** Work on both HSNS Annual Report and 60<sup>th</sup> Anniversary continue to be a priority. The committee has been working to add staff profiles to our social media content as a way to recognize staff from all job classifications and to help establish a connection within our communities.

## 8. Committee Reports

**8.1 Finance and Investment Committee update:** The Committee met on April 3, 2023 (report attached). Mr. Haley reviewed the report. Funding for Year One of the 3-year plan has been promised and received from DHW. The next meeting is May 29, 2023.

**8.2 Policy and Governance Review update:** The Committee met on April 13, 2023 (report attached). Mr. Landy reviewed the report and the policies. The next Policy and Governance Committee meeting is May 11, 2023.

**Question** on Policy 16: What happens if the project is not completed in the fixed term time allotted?

**Answer:** Ms. Mason-Browne said there is an attached tool and an SBAR that would accompany the policy to provide for those guidelines. Each proposal would be reviewed on a case-by-case basis. Questions regarding financial viability would be addressed by the Finance and Investment Committee. There is no requirement to provide financial support to a proposal, particularly if by doing so it puts the investment fund in jeopardy. The policy has not been used yet and we are learning how best to support research and development initiatives moving forward with this policy.

**Question:** In reference to Ms. Wagner's experience with HSNS and APSEA, a question was raised if we could invite APSEA to present at a future board meeting.

**Answer:** Ms. Mason-Browne said that we could extend an invitation.

- **Policy #16 Investment Funds:** reviewed with recommended changes.
- **Policy #17 Risk Oversight:** reviewed with recommended changes.

**MOTION:** THAT the Board of Directors, on the recommendation of the Policy & Governance Review Committee, approve the policies as presented. It was moved. Motion carried.

**8.3 Nominating Committee update:** The Committee met on April 11, 2023. Ms. Manning reviewed the report (attached). Next meeting is May 3, 2023.

## 9. Business Arising

**9.1 Meeting Evaluation form:** Mr. Landy reported that 3 forms were submitted from the last board meeting.

**9.2 Annual Board Executive Touch Base:** Board Executive are in the process of conducting their annual touch base phone calls with board members.

**9.3 Annual Board Governing Functioning Tool results:** Mr. Landy reviewed the report and discussed how Accreditation Canada scores the results. Accreditation Canada will be updating the survey in 2023-2024.

## 10. Old Business: none

**11. New Business:** none

**12. Members Comments**

- Several board members expressed their appreciation for the site tour, of hearing the staff and parent’s perspective at dinner, and the dedication displayed by HSNS staff.

**13. In-camera session:**

The CEO and staff left the meeting for the Board to hold an in-camera session. It was moved and seconded. Motion carried.

**14. Date of next meeting:** Thursday, May 18, 2023 (in-person at Halifax provincial office)

**15. Adjournment**

It was moved to adjourn the meeting at 7:15 pm. Motion carried.

Recorded by:  Approved by: \_\_\_\_\_