



Board Meeting

HSNS Board of Directors
March 23, 2023 – 5:15 pm
Zoom meeting

Timeline:

- 5:15 pm Digital Governance Review, by Mr. Bob Kolanko
- 5:30 pm Talent Management Plan, by Mr. Bob Kolanko and Ms. Grace Cowling
- 5:45 pm Regular board meeting

Board of Directors

Barnett, Scott (Chair)	V	Logan, Emma	A	Noronha, Adline	V
Haley, Matthew	V	Manning, Tammy	V	Rizzetto, Maria	V
Kieft, Michael	V	Marchand, Josette	V	Sibley-Fox, Paula (Sec-Treasurer)	R
Kujath, Magdalena	V	Mason-Browne, Anne (CEO)	V	Tonet, Megan	R
Landy, Mark (Vice Chair)	V	Moore, Gordon	R		
				McKenna, Lynn – Admin Assistant	V
Guests: 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 Ms. Grace Cowling, HR/Benefits Coordinator					

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

1. Call to Order

The meeting was called to order at 5:16 pm by Mr. Barnett.

2. Approval of Agenda

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

3. Presentations:

Digital Governance Review presentation: As Mr. Kolanko was not in attendance, Dr. Greg Noel provided a brief overview of the Digital Governance Report. He also referred to the Digital Governance documents that are stored in the Aprio library, under the folder, “Risk Plan”.

Q: What happens if there is a disruption in access to IT systems?

A: We have a policy for staff to follow, and an emergency phone tree is in place. We work with our partners (Digital NS, Bell, etc.,) to get us back up and running.

Q: How is “phishing” handled? Any test scenarios?

A: Staff were given education on how to deal with phishing attempts. Dr. Noel will find out if there are future plans on providing test scenarios.

Talent Management Plan presentation: Ms. Grace Cowling provided an update of the HSNS 2024 Talent Management Plan. It is a four-year plan and we are about half way through it, making good progress.

Q: Are we looking at international hiring?

A: Yes, we post with ISANS and we are looking for other ways to hire newcomers.

The work permit time has been reduced from several months down to weeks, for hiring directly outside the country.

4. Announcements

4.1 Regrets: as listed above

4.2 Declarations of potential conflict of interest: none.

5. Minutes, Feb 16, 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 with the Nominating Committee to discuss recruiting priorities on March 2, 2023. The next Board Executive meeting is April 14, 2023.

7. CEO Report

7.1 Highlights of the CEO Report are as follows:

- **Stakeholder Engagement:** One of the many priority commitments for Hearing and Speech Nova Scotia is its active participation in the development and transition of the new Provincial Preschool Autism Service (PPAS) in collaboration with IWK, Nova Scotia Health, Autism Nova Scotia, and NS Government Office of Addictions and Mental Health.

Collective Bargaining between HSNS and Nova Scotia Government Employees Union (NSGEU) Local 20 is scheduled to resume on May 17 with a conciliator.

HSNS staff were included in the recent government announcement of retention bonus/incentives.

- **Staffing and Service Disruptions:** We are currently recruiting for the following positions: Training and Data Assistant (1), Administrative Support Professional (1), Audiologist (1), Communication Disorders Technician (4), and Speech-Language Pathologist (6).

The services at Yarmouth site continue to be affected by the February 5 flood.

- **Quality and Quality Improvement:** One of the current quality improvement projects is focused on improving our processes for obtaining client consent.

With fiscal year-end upcoming, work is underway to compile and analyze the annual KPI, Scorecard, and Results-Based Performance Reports for presentation to the Board over the coming months.

- **Risk:** The annual update of the HSNS Risk Plan and Digital Governance Plan will be presented to the Board Policy and Governance Committee in April. An overview of the HSNS Digital Governance Plan will be presented at the regular Board meeting in March.
- **Talent Management Plan:** The annual update on the HSNS Talent Management Plan will be presented to the Board at the regular meeting in March. Of the 43 Talent Management Plan strategies, we have completed 31 of them.
- **Communications:** Feb 27 the Federal government announced a ban on Tik Tok citing privacy concerns and the provincial government soon followed suit. Work on the Annual Report is underway using the Board approved template for the HSNS Annual Report.

8. Committee Reports

8.1 Finance and Investment Committee update: The Committee met on March 8, 2023. Mr. Haley reviewed the report (attached). The next meeting is April 13, 2023.

8.2 Policy and Governance Review update: The Committee did not meet since the last board meeting. The next Policy and Governance Committee meeting is April 13, 2023.

8.3 Nominating Committee update: The Committee met with Board Executive on March 2, 2023 and on its own on March 20, 2023. Ms. Manning reviewed the report (attached). Next meeting is April 11, 2023.

9. Business Arising

9.1 Meeting Evaluation form: Mr. Barnett reported that **2** forms were submitted from the last board meeting. The CEO report was moved up the agenda to accommodate further discussion if needed. There was support to amend the agenda and also to start the meetings at 5:15 pm.

9.2 Board self-evaluation/Board Executive Touch Base: Board Executive will be conducting their annual touch base with board members via phone calls over the next month.

9.3 Board regular meeting and site visit (April 20): The site visit in April will be held at the Bridgewater site. This will be an in-person meeting only, as the site does not have Zoom or teleconference capabilities. For catering and accommodation purposes, please RSVP to Ms. McKenna by April 3, 2023.

10. Old Business: none

11. New Business: none

12. Members Comments

- It was discussed whether it is the board's wish to ask former board members to serve on the board. If this is recommended by the Board, the Policy & Governance would work to change the bylaws.
- Ms. Manning requested another member to serve on the Nominating Committee.

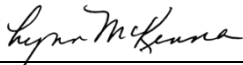
13. In-camera session:

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, April 20, 2023 (in-person only at Bridgewater site)

15. Adjournment

It was moved to adjourn the meeting at 6:15 pm. Motion carried.

Recorded by:  Approved by: _____