

**Timeline (guide):**

5:15-5:20	Call to order
5:20-6:00	Dinner
6:00-6:30	Annual Board Meeting (starting with Auditor's presentation)
6:30-8:10	Regular board meeting

Standing Supporting Documents

- [Consent agenda information \(what is it and how is it used?\)](#)
- [Motions cheat sheet](#)
- [Board Governance Decision Matrix](#)
- [Policy 22 – Code of Conduct](#) (reference to Conflict of Interest)
- Meeting Minutes (February 2025)
- Board Committee Reports
 - Board Executive
 - Finance & Investment
 - Nominating
 - Policy & Governance
- CEO Report to the Board

Additional Supporting Documents

- HSNS Annual Report for 2024-25
- Reconciliation Action Plan
- Nominating Committee Annual Report
- Accreditation HSO Governing Body Assessment Results
- Policy 12 (Board Agenda)

Board of Directors

Bhangale, Chirag	P	Kieft, Michael	P	Rizzetto, Maria (Vice Chair)	P
Frost, Jon	V	Kujath, Magdalena	P	Sullivan, Vickie	P
Grant, John	P	Landy, Mark (Chair)	P	Vossen, Emma	R
Haley, Matthew (Sec-Treasurer)	P	MacLean, Matthew	P	Mason-Browne, Anne (CEO)	P
Kaur, Anuroop	P			Leslie, Kimberlee (Exec. Assistant)	P

Guests:

- Mr. Bob Kolanko, Director of Finance and Operations (P)
- Dr. Greg Noel, Director of Adult and Mi'kmaq Hearing and Speech Services (P)
- Dr. Sharon Walker, Director of Pediatric and Autism Hearing and Speech Services (R)
- Ms. Ferne Mardlin-Smith (Patient Advisor to the Board) (P)
- Ms. Courtney Douglas (Patient Advisor to the Board) (P)
- Ms. Erin Lamond, Manager (P)
- Dr. Rebecca Affoo (P)

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

6:30 pm	1. Call to Order The meeting was called to order at 6:31 pm by Ms. Mason-Browne.
6:30 pm	2. Nominating Committee Report re: Election of Officers for 2025-26 Ms. Mason-Browne called for the Nominating Committee's report. Ms. Rizzetto provided the report on behalf of the Nominating Committee, recommending the following Slate of Officers for 2025-26: Chair: Mark Landy Vice Chair: Maria Rizzetto Co-Vice Chair: Vickie Sullivan Secretary-Treasurer: Matthew Haley Ms. Mason-Browne called for nominations from the floor for the position of Chair. Hearing none, it was declared that Mr. Landy be appointed as Chair for 2025-26. Mr. Landy assumed the Chair and thanked the members for their support. Mr. Landy called for nominations from the floor for the position of Vice Chair. Hearing none, it was declared that Ms. Rizzetto be appointed as Vice Chair for 2025-26. Mr. Landy called for nominations from the floor for the position of Co-Vice Chair. Hearing none, it was declared that Ms. Sullivan be appointed as Co-Vice Chair for 2025-26. Mr. Landy called for nominations from the floor for the position of Secretary-Treasurer. Hearing none, it was declared that Mr. Haley be appointed as Secretary-Treasurer for 2025-26. The Executive will also include Ms. Mason-Browne as ex-officio. MOTION: that the Board of Directors accept the Slate of Officers as presented. Motion moved and seconded. Motion carried.
6:40 pm	3. Consent Agenda - Board meeting agenda - Previous meeting minutes - Board Executive Report - Committee Reports - Finance & Investment - Nominating - Policy & Governance The May meeting minutes were revised to change "operational agreement" to "operational document" under item 7.2 (last question). MOTION: that the Board of Directors approve the consent agenda. Motion was moved and seconded. Motion carried.

6:45 pm	4. Announcements 4.1 Regrets: Ms. Vossen 4.2 Declarations of potential conflict of interest: None
6:50 pm	5. Quality of Care 5.1 HSNS Integrated Quality Care & Patient Safety Plan Anne Mason-Browne and Kimberlee Leslie (15 min) Ms. Mason-Browne and Ms. Leslie provided an overview of the HSNS Integrated Quality Care & Patient Safety Plan. This plan will be available to staff on SharePoint in an interactive format. It will also be made available to the Board via Aprio. Q: Is there any feedback on the results being shared of the effectiveness of the plans? A: Some of the outcomes are reported via the Integrated Quality Care Report. Staff will be able to click on the scorecard to view the results of the effectiveness of the plans. Q: Can we add definitions on how HSNS defines terms? A: We can add a list of definitions to Aprio (similar to the acronyms list) ACTION: HSNS will create a definitions list and post on Aprio. Q: Is it possible for the Board to get access to SharePoint? A: At this time, we are not able to grant the Board access to SharePoint.
7:05 pm	6. Board Executive Report 6.1 Annual Board Check-in Interviews Summary The annual Board check-ins are complete. A summary of the interviews was shared with the Board including: • Board members are satisfied with the governance of the Board. • There were some concerns regarding the meeting length. ○ The Board will look at streamlining reporting in the Fall. • There is support for in-person meetings. ○ A hybrid meeting format for the winter meetings will be trialed in 2026. • There is a desire for a more diverse Board ○ The Board will see more diversity with the addition of the new members this year. • Interest in learning about HSNS interaction with other First Nation communities. • Interest in learning more about ‘a day in the life of HSNS’ without getting into operational procedures. 6.2 Board Chair Evaluation Ms. Rizzetto announced that the Board Chair Evaluation has been completed and discussed with the Board Chair. The evaluation was positive with no concerns.

	Q: Should the Board Chair evaluation occur before the Chair is appointed? A: The Chair evaluation can be moved to earlier in the year so that the evaluation summary is presented before the June meeting. 6.3 CEO Performance Evaluation Mr. Landy announced that the CEO evaluation has been completed and discussed with the Board Chair. There were no concerns regarding performance goals. 6.4 HSNS Annual Report The Annual Report was reviewed. The report will be posted to the website and social media next week, pending the addition of the audited financial statements. MOTION: that the Board of Directors approve the HSNS Annual Report for 2024-25, with the approved audited financial statement to be included, for distribution. Motion moved. Motion carried. 6.5 Board meeting dates and time for 2025-26 Mr. Landy reviewed the Board's meeting dates for 2025-26. The dates of the meeting have moved from the 3rd Thursday of the month to the last Thursday of the month. The change of the dates will allow HSNS additional time for generating reports. The first three meetings of 2026 will be hybrid meetings. Board members are invited to attend the meetings in person at HSNS but dinner will not be provided. MOTION: that the Board of Directors approve the Board meeting dates and start/end times for 2025-26. Motion moved. Motion carried. 6.6 Coward Award There has been a successful candidate for this year's Coward Award, Melanie Nettleton, an SLP out of Truro. Ms. Nettleton will be attending three virtual courses on the topic of virtual care and establishing a Community of Practice for HSNS delivery of virtual SLP services. Congratulations to Melanie! An announcement will be going out to staff from the Board on Friday, June 27, 2025.
7:15 pm	7. Policy & Governance 7.1 Accreditation HSO Governing Body Assessment Results The results were reviewed. The next step is for P&G to draft a quality improvement action plan that will take into account the recommendations. The results show that the Board has work to do. Recommendations included: Review a strategy for presentations on quality: what is the purpose of the presentation? Is there an ask or is it for information? Is it a routine presentation or is there something specific? What does HSNS need from the Board?

	• Define “quality” • Include “quality” as part of the Board orientation 7.2 Policy amendment: #12 (Board Agenda) The revised policy was reviewed. MOTION: that the Board of Directors approve the recommended amendments to policy 12 as presented by Policy & Governance. Motion moved. Motion carried.
7:25 pm	8. CEO Report 8.1 Monthly Update Ms. Mason-Browne provided the monthly update, highlighting: • Services to adults, specifically inpatients and swallowing Q: Is there a business case for adult services? A: Yes, there is an adult services business case. Ms. Mason-Browne will ask the DHW contact if the case should be split between communication services and swallowing services, to assist with possible funding. • Accreditation ○ An email was distributed to the Board Accreditation team outlining the dates for the Board’s involvement. • HSNS Executive annual meeting with staff was held in May. • CEO one-on-one discussions with non-unionized staff (discussions have started and will continue into July). Q: Will the executive team be conducting site visits this year? A: The executive team would like to do site visits this year, but with Accreditation, it may not be possible before November. The management team will identify urgent sites that need a visit and cannot wait until next fiscal year. Q: What is the nature of the SLP/AUD postings? A: These postings are a combination of unrelated factors. Some will be related to leaves (term positions) and some are resignations/terminations. 8.2 Volunteers for HSNS document review This is a call out to the Board to review selected organizational policies and other documents for feedback. It would be useful to have a roster of members whom HSNS can reach out to for review. HSNS is also trying to make materials accessible by making them available in other languages. We can translate the documents, but we are looking for volunteers to review the documents for readability/understandability and tone. Q: How many policies would be included? A: We would be selective in which policies would be distributed for review. The role of the board volunteer will be to review the policy with the perspective of the general public.

	If Board members are interested in reviewing policies or translated documents, reach out to Ms. Leslie. 8.3 Volunteers to join HSNS Partners in Care Committee The HSNS Partners in Care Committee is looking for a volunteer from the Board to sit on the committee. The committee focuses on quality improvement work and meets during work hours. Q: Does the committee set the agenda in advance? Can the Board get a list of what the committee would like input on in advance? A: The Partners In Care committee has adapted to asynchronous meetings. Materials are sent out 2-3 weeks in advance to think about materials. The Board can submit written feedback in advance of the meeting. Q: Are there opportunities for individuals outside of HSNS to participate in Partners in Care? A: They would need to have knowledge of HSNS or have used our services. Patient advocacy work is separate from volunteer work, which is open to students.
7:35 pm	9. Business Arising None
7:40 pm	10. Old Business 10.1 Accreditation preparation and “mock survey” Some Board members will have received invitations to the upcoming Accreditation events. The Board Accreditation team typically consists of the Board Exec and the Policy & Governance committee. There is a mock survey on September 26 from 10:30 to 12:00. The dates have been made available; members should send in RSVPs as soon as possible so that ‘study’ materials and other arrangements can be made. 10.2 Strategic Planning The Board will start working on this in September by preparing “request for proposal” (RFP) documents to send out to 3rd parties. The Board will send out 3 requests for proposals. The goal is to confirm a 3rd party facilitator by the end of the year so that the work can begin in the new year (January to March) with a launch date of April 2026. The Board will need to do some work, including: - Identifying the criteria to select the consultant - Identifying external partners who will be brought into the process 10.3 Reconciliation Action Plan The plan was presented by Mr. Houston Barnaby at the May meeting. Nothing has changed with the plan. The development and implementation of the plan represent a significant amount of work for HSNS.

	Q: How do we make the plan measurable? A: The plan can be aligned with the Strategic Plan as a soft goal (e.g., to advance the Reconciliation Action Plan). There is a necessity for further assistance with engagement. HSNS will look at a new agreement with Balsam with deliverables for engagement with members of Indigenous communities. For example, one deliverable will be to develop a land acknowledgment with members of Indigenous communities who HSNS serve. MOTION: that the Board of Directors approve the Reconciliation Action Plan as presented. Motion moved and seconded. Motion carried. MOTION: that the Board of Directors review the Reconciliation Action Plan in a year to review the goals and the outcomes. Motion moved and seconded. Motion carried. ACTION: Mr. Landy will work with Ms. Mason-Browne to draft a communication regarding the announcement of the Reconciliation Action Plan.
7:50 pm	11. New Business 11.1 Governance orientation and refresh sessions Board orientation will take place on August 7 (10:30 AM to 12:00 PM) and on September 25 (2:00-4:00 PM). Board members are invited to join these sessions if they would like a refresh. Part 1: Governance Part 1: HSNS overview ACTION: Ms. Leslie will send out the dates for the orientation sessions.
7:55 pm	12. Members' Comments None
8:00 pm	13. In-camera session MOTION: that the Board of Directors move to in-camera session. Motion carried. MOTION: THAT the Board of Directors move to adjourn the in-camera session. Motion carried.
8:05 pm	14. Date of next meeting: September 25, 2025 (TBC) (In person, Location TBC)
8:10 pm	15. Adjournment MOTION: that the Board of Directors move to adjourn the meeting. Motion carried. The meeting adjourned at 8:28 pm.

