



## Hemophilia Ontario Board of Directors Meeting

November 27 & 28, 2021

Nottawasaga Inn

### Saturday, November 27<sup>th</sup>, 2021

Participant	Attend	Regrets	Participant	Attend	Regrets
Emil Wijnker President	X		Megan Reid	X	
Shelley Hewett Vice President	X		Chad White	X	
Prakash Singh Treasurer	X		Staff: Byron James Executive Director	X	
Ash Kurichh Secretary	X		Staff: Bojan Pirnat Manager of Member & Clinic Services	X	
Cameron Peters Past President	X		Staff: Alex McGillivray Manager of Camps & Communications	X	
Brad Barbour		X	Staff: Natalie Philbert Manager of Women's Services & Programs	X	
Amy Griffith	X		Staff: Susan Turner Manager of Administration & Fund Development	X	
David Neal	X		Guest: Peter Zhang Rotman MBA Student	X	

Agenda Item	Action Required		
	Information	Discussion	Decision
1. Call to order – 9:17 am			X
1.1 Quorum - Yes			X
1.2 Declaration of conflicts - None	X		
1.3 Approval of agenda <ul style="list-style-type: none"> <li>• <b>Motion: Carried</b></li> <li>• <b>Mover: Shelley</b></li> <li>• <b>2<sup>nd</sup>: Chad</b></li> </ul>			X
2. Approval of previous meeting minutes – October 25 ( <b>As amended</b> ) <ul style="list-style-type: none"> <li>• <b>Motion: Carried</b></li> <li>• <b>Mover: Cam</b></li> <li>• <b>2<sup>nd</sup>: Shelley</b></li> <li>• <b>Abstained: Dave, Prakash</b></li> </ul>			X
3. Strategic Planning discussion, Emil, Peter, Byron <ul style="list-style-type: none"> <li>➤ <b>5 Priorities</b> – Women with a Bleeding Disorder, Aging with a Bleeding Disorder, Camps, Website, Advocacy</li> <li>➤ How to have a better outreach to convey the message?</li> <li>➤ HO presence (Lack of ) in the HIV / Hepatitis community.</li> </ul>	X	X	
<b>Break: 10:15 – 10:30 AM</b>			
4. Staff 2022 program presentation by Natalie Philbert, Susan Turner, Bojan Pirnat and Alex McGillivray <ul style="list-style-type: none"> <li>➤ <b><u>Natalie Philbert:</u></b></li> </ul>	X	X	



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<ul style="list-style-type: none"> <li>- Accomplishments – Community Days, fundraisers, stakeholder partnerships, Women’s Services, <b>Women’s Committee, Multidisciplinary Clinics, Women’s Website</b> development</li> <li>- Great positive feedback on work that has been done on educational series on WBD.</li> <li>- An in-person event had to be cancelled due to low registration.</li> <li>- Reaching wider audience by engaging people out of province.</li> </ul> <p>Goals for 2022 – Community</p> <p>➤ <b>Alex McGillivray</b></p> <ul style="list-style-type: none"> <li>- Accomplishments – Camps (Planning Timelines, Program measurement tools, Safely Host a majority of the camp line-up in person)</li> <li>- <b>Pinecrest</b> – 25 campers, 6-day overnight program, 2 nurses, 12 infusions, 2 education sessions.</li> <li>- <b>Wanakita</b> – 166 participants, 2 nurses, 75 infusions, 1 educational session, weeklong program.</li> <li>- <b>Just The Dads</b> – Modified weekend program, 37 participants, 1 nurse, 2 youth volunteers.</li> <li>- <b>Community Camp</b> – Modified to 3 outdoor community days. Sudbury, London, Niagara Falls. Educational sessions included navigating the ER and Physical fitness.</li> <li>- <b>Results</b> – Goals &amp; Objectives, Infusion, Education</li> <li>- <b>Goals for 2022</b> – Increase number of campers from 25 to 35 at Pinecrest, return to offering overnight camp program for Wanakita, Increase number of girl campers at Just The Dads, Offer a weekend program for Sudbury, Offer Youth Adventures / Mentorship program, Return to offering Community Camp in its traditional format and include a Parent Mentorship element.</li> </ul>			
Lunch: 12:00 – 1:00 PM			
<p>5. Programs continued</p> <p>➤ <b>Bojan Pirnat</b></p> <ul style="list-style-type: none"> <li>- <b>Milestones</b> - Member support and FA cases – 98 vs 93 in 2020, # of Individuals served – 106 vs 93 in 2020, 27 new members through MSFA, Advocacy partnership with LHSC, Hemlibra approved for all non-inhibitor severe patients under 1%, 5 webinars (230 participants), 2 webinars (127 participants)</li> <li>- <b>Budget for Financial Assistance</b> – 20% increase over 2020</li> <li>- <b>Member support in 2022</b> – Improving data collection through FA and Membership applications, Development of a</li> </ul>	x	x	x



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<p>Member Support Guide, Consolidation, 4 x Educational Webinars.</p> <ul style="list-style-type: none"> <li>- <b>Clinic Services:</b> Monthly Clinic Update, Webinar Session for clinics to present HO programs and member support programming, Steamline financial assistance process for HO and clinics, Updated clinic manual for the post-pandemic world.</li> <li>- <b>Advocacy:</b> Development of Business cases for Incremental Human Resources Increases at Clinics, Development of Business Case for Presentation to MOH, Develop Individual Partnerships with clinics according to needs.</li> </ul> <p>➤ <b>Susan Turner</b></p> <ul style="list-style-type: none"> <li>- Bingo volunteers back in Bingo Halls</li> <li>- Nevada being sold at 21 locations across Ontario</li> <li>- Golf Tournament – Sept 09, 2022. Looking at possible</li> <li>- 2021 Golf tournament has 121 golfers with raising over \$23K.</li> <li>- Cancelling current workspace lease and will be going with a virtual workspace model in 2022.</li> </ul> <p>➤ <b>Byron James</b></p> <ul style="list-style-type: none"> <li>- Nursing for Camps – Solution for 2022 and which model / option to move forward with.</li> <li>- Diversity – How HO will be moving forward</li> <li>- Governance / Operational policies and procedures – Review current Governance manual and re-write to reflect current practices.</li> </ul>			
<b>Break: 2:45 – 3:00 PM</b>			
<p>6. New Business</p> <ul style="list-style-type: none"> <li>• <b>Chapter Collaboration Committee (Shelley)</b></li> <li>➤ 2 Goals that HO is looking at in being a parts of the CCC. <ul style="list-style-type: none"> <li>- Building targeted Networks opportunities</li> <li>- Highlight reel (What are other chapters doing well / not so well)?</li> <li>- Fundraising initiatives from other chapters (what are other chapters doing that HO can learn from)?</li> <li>- Pharma relationships (How does each chapter interact with Pharma's)?</li> </ul> </li> <li>• <b>Diversity Discussion</b></li> <li>➤ Fundamental DEI training for Staff and Board</li> <li>➤ Mental Health training for Staff and Board</li> <li>• <b>Scholarship Criteria</b></li> <li>- Criteria (Signed and dated reference letter, pdf format, submitted directly from individuals' reference)</li> </ul>			



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<ul style="list-style-type: none"> <li>- Open application Mid March, due End of April, send out awards e-mails by mid June and aware scholarships / bursaries by mid July.</li> <li>- Application open to all residents of Ontario attending first year post secondary education, individuals attending post secondary education in Ontario (both from within Canada or International students)</li> <li>-</li> <li>• Krever event 2022 – (Move to Nov 28)</li> <li>➤ Have an event in Nov 2022 to honor 25<sup>th</sup> anniversary of the Krever inquiry / report.             <ul style="list-style-type: none"> <li>- Secure Venue (Woodbine Race center???)</li> <li>- 100 – 200 people anticipated</li> <li>- Social, Dinner, Memorial</li> </ul> </li> <li>• Parking lot items for the 28<sup>th</sup></li> </ul>			
7. Adjournment for the day - Amy		X	X

### Sunday, November 28<sup>th</sup>, 2021

Participant	Attend	Regrets	Participant	Attend	Regrets
Emil Wijnker President	X		Amy Griffith	X	
Shelley Hewett Vice President	X		David Neal	X	
Prakash Singh Treasurer	X		Megan Reid	X	
Ash Kurichh Secretary	X		Chad White	X	
Cameron Peters Past President	X		Staff: Byron James Executive Director	X	
Brad Barbour		X	Guest: Peter Zhang Rotman MBA Student	X	



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Agenda Item	Action Required		
	Information	Discussion	Decision
1. Call to order – 9:20 am			X
1.1 Quorum – Yes			X
1.2 Declaration of conflicts - None	X		
2. Parking lot items from the 27th		X	X
<b>Break: 10:20 – 10:35 AM</b>			
3. 2022 Budget presentation and approval <ul style="list-style-type: none"> <li>➤ <b>Action</b> - Parkash to looking into current cash flow (surplus) and see if any can be moved into investments. To be presented at next BOD meeting.</li> <li>➤ Clarification from Marina on where the revenue from Camps is being allocated to in the Budget.</li> <li>➤ ED is recommending a \$5000 allotment as a one-time bonus to staff for 2021 in lieu of a salary adjustment.</li> <li>➤ <b>Motion:</b> To allocate \$15000, \$3000 per staff member, to recognize HO Staff for there exceptional performance under these difficult circumstances over the past 18 months. <b>Motion: Carried</b> <b>Mover:</b> Cam <b>2<sup>nd</sup>:</b> Chad</li> <li>➤</li> </ul>		X	X
<b>Lunch – 12:00 – 1:00 PM</b>			
4. New business for 2022 <ul style="list-style-type: none"> <li>- Board Development and Nomination Committee</li> <li>- <b>Board Governance Policy</b> <b>Action</b> – Emil to convene an Executive committee to propose an action plan to Review / re-write BGP. Emil to propose action plan to BOD at next Board Meeting.</li> <li>- Organizational Priorities for 2022 and beyond</li> <li>➤ <b>Byron</b> <ul style="list-style-type: none"> <li>- Resolve nursing issue with Camps</li> <li>- Have a plan around Diversity</li> <li>- Diversified Funding</li> <li>- Create a mentorship program for new families.</li> <li>- Parent Mentorship</li> </ul> </li> <li>➤ <b>Board</b> <ul style="list-style-type: none"> <li>- Women’s programming / Website</li> <li>- Social Media / Branding</li> <li>- Camps</li> <li>- Diversified Funding</li> <li>- Legacy Planning</li> </ul> </li> </ul>		X	X



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<ul style="list-style-type: none"> <li>- Aging</li> <li>- Youth Mentorship</li> <li>- Regional engagement</li> <li>➤ Strategic Planning Committee (Emil, Cam, Dave, Shelley, Megan, Ash, Peter)</li> <li>- <b>Operations Calendar</b></li> <li>➤ Managed by Natalie</li> <li>➤ Internal management tool for staff to keep on top of priorities, tasks</li> <li>➤ Look into switching Operations Calendar to Google Calendar.</li>   <li>- <b><u>Board assessment</u></b></li> <li>- Shelley to send out board assessment to all Board members.</li>   <li>- <b><u>AGM discussion/date</u></b></li> <li>➤ Ferm Resort in Orillia</li> <li>➤ In April 2022 (Pending Availability from resort). Aiming for April 23/24 2022.</li> <li>➤ Cost per family to attend</li> <li>➤ Similar to Rendez-Vous where attendees can attend educational sessions, product seminars.</li>   <li>- <b>AGM awards</b></li> <li>➤ Suggestions to be sent by Jan 24 meeting. Decisions to be made by Feb 28 meeting.</li> <li>➤ Open to Staff and membership for nominations.</li>   <li>- <b>Board Meeting Schedule 2022</b></li> <li>➤ January 24</li> <li>➤ Feb 28</li> <li>➤ March 28</li> <li>➤ AGM Weekend April 24/24 (TBD)</li> </ul>			
Adjournment - Amy			X