



Hemophilia Ontario

## Hemophilia Ontario Board of Directors Meeting

Video Conference – Wednesday, March 1, 2023

6:30 to 8:30 pm

Participants	Attend	Regrets	Participants	Attend	Regrets
Emil Wijnker Chair	X		Peter Zhang Director	X	
Cameron Peters Director	X		Alexandria Aquino Director (Special Pick)	X	
Prakash Singh Director	X		Stefan Lubinski Youth Fellow		X
Ash Kurichh Director (left @7:38)	X		Tiffany Oei Rotman MBA Fellow (arrived @ 7:48)	X	
Amy Griffith Director	X		Byron James Executive Director	X	
Megan Reid Director	X		Sarah Levy Manager of Member Support Services	X	

### Meeting Link:

<https://us02web.zoom.us/j/82381710804?pwd=WS9nbXJvU1ZwaWdVQmlzdTdrbW5aQT09>

Agenda Item	Action Required		
	Information	Discussion	Decision
1. <u>Call to Order</u> – Emil @ 6:37 <ul style="list-style-type: none"> <li>● Quorum</li> <li>● Declaration of conflicts               <ul style="list-style-type: none"> <li>○ None</li> </ul> </li> <li>● Approval of the Agenda               <ul style="list-style-type: none"> <li>○ Adding Hemophilia ResearchOntario Million Dollar Research Club to “Other Business”</li> <li>○ Adding Hemophilia Ontario Gaps Analysis to April meeting agenda                   <ul style="list-style-type: none"> <li>▪ <b>Moved:</b> Peter</li> <li>▪ <b>Seconded:</b> Cam</li> <li>▪ <b>Carried</b></li> </ul> </li> </ul> </li> </ul>			X
2. <u>Approval of Previous Meeting Minutes</u> – February 1 <ul style="list-style-type: none"> <li>● Amendment: add Alex’s last name to conflicts to clarify identity</li> <li>● <b>Moved:</b> Megan</li> <li>● <b>Seconder:</b> Ash</li> <li>● <b>Carried</b></li> </ul> ** Note: December 7th minutes to be approved at this meeting <ul style="list-style-type: none"> <li>● Moved to April meeting to allow time for review</li> </ul>			X
3. <u>Audit Schedule</u> - Cam, Prakash <ul style="list-style-type: none"> <li>● Meeting proposed for prior to March 28th with Finance Committee meeting and Auditors ahead of AGM for remaining questions</li> </ul>	X	X	
4. <u>Financial Report</u> - Prakash <ul style="list-style-type: none"> <li>● On track with quarterly target, plan to compare and forecast quarterly</li> <li>● Awaiting Pharma funding arrival in the summer</li> <li>● Only outlier is the AGM incoming costs (prior to Pharma funding)</li> <li>● Consider creating a monthly cash flow report</li> </ul>	X	X	
5. <u>ED and Staff Report</u> – Byron, Sarah <ul style="list-style-type: none"> <li>● Sarah Levy - Member Support Services</li> </ul>	X	X	



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<ul style="list-style-type: none"> <li>○ <b>Financial Assistance:</b> spent \$8,568 (higher than this time last year), confident in budget for this year but will need adjustments in the future</li> <li>○ 23 cases: 50% were previous members (transportation, medication), 7 new members joined and were referred by their clinics</li> <li>○ Increase baseline amount in initial ask, members are struggling across the board (e.g.g, affording groceries, standing desk working from home) - may need to set new precedents move forward             <ul style="list-style-type: none"> <li>■ Mentioned that we need to review our support guidelines to include more diverse needs reflected in current day (e.g., rent, groceries, menstruation products) and partnering with other NFPs</li> <li>■ Expressed need for Grant Writer (staff member)</li> </ul> </li> <li>○ <b>Member Support:</b> supported two exceptional cases prior to holidays (2022)</li> <li>○ Launching Peer Support Network, recruiting both mentors and mentees, next steps is setting up orientation with Vanessa for boundaries (e.g., medical information sharing) - 21 applicants received (more mentors)             <ul style="list-style-type: none"> <li>■ Matches based on survey results (e.g., location, needs)</li> <li>■ Matches meant to last 1 year for reporting purposes</li> </ul> </li> <li>○ Increased advocacy efforts</li> <li>○ Family Support Program, seeking to host 5 events in 2023 with emphasis on locations that were not used last year (Ottawa, Kingston)</li> <li>○ Focus group planned for AGM dedicated to Indigenous community in Thunder Bay, hosting webinar on gene therapy post AGM (patient and partner experience)</li> <li>○ Applied for Pfizer grant to support Northern clinics to eliminate need for travel to the South for care</li> <li>● Byron, ED Report             <ul style="list-style-type: none"> <li>○ <b>Youth Adventures:</b> exciting opportunity for legacy building and leadership, clear that their own strong relationships exist but they are here to engage with us, we just need to ensure consistency and opportunity</li> <li>○ <b>Action:</b> remind Jeff Sax to set up Board OneDrive account</li> </ul> </li> </ul>			
<p>6. <u>President Report</u> – Emil</p> <ul style="list-style-type: none"> <li>● Priority on RendezVous and AGM</li> </ul>	X		
<p>7. <u>CHS Report</u>– Emil</p> <ul style="list-style-type: none"> <li>● Invested in housekeeping and managing leadership transitions, policy and by-law revision, transition from representative board to skill set board</li> <li>● Creation of Chapters Collaboration Committee headed by Shelley</li> <li>● Nominations Committee: presentation for next month's board meeting re: openings</li> <li>● <b>Action:</b> Board members to complete Skills Matrix</li> <li>● Email to reach out to board members individually for legacy planning, forecasting, and for check ins prior to AGM</li> </ul>	X		
<p>7. <u>Other Business</u></p> <ul style="list-style-type: none"> <li>● Rendez-Vous / AGM Update – Byron, Emil</li> </ul>	X	X	



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<ul style="list-style-type: none"> <li>o 66 Youth attending, 98 adults (staff, volunteers, Board and attendees)</li> <li>o \$87,000 per date (not including food and other add ons)</li> <li>o 31 coming from Thunder Bay with focus group planned</li> <li>o <b>Action:</b> need to make a choice on Krever representations (15 minutes piece on Friday evening?)</li> <li>● Scholarships Update – Cam       <ul style="list-style-type: none"> <li>o Timeline still in tact (Spring notification to successful recipients)</li> </ul> </li> <li>● Governance Update – Cam, Tiffany       <ul style="list-style-type: none"> <li>o Review in April by the Board for approval</li> </ul> </li> <li>● World Hemophilia Day (April 17) – Byron       <ul style="list-style-type: none"> <li>o Plan to light all National landmarks</li> <li>o Planned social media campaign: “What does World Hemophilia Day mean to you?”</li> </ul> </li> <li>● Hemophilia Research Million Dollar Club - Emil       <ul style="list-style-type: none"> <li>o <b>Move:</b> agree to appointing CHS as recipients of funds from Hemophilia Research Million Dollar Club</li> <li>o <b>Motion:</b> Cam</li> <li>o <b>Seconded:</b> Peter</li> <li>o <b>Carried</b></li> </ul> </li> </ul>			
<p>9. Adjournment</p> <p><u>Future Meeting Dates:</u></p> <ul style="list-style-type: none"> <li>- Wednesday, April 5<sup>th</sup>, 2023 6:30pm via Zoom</li> <li>- Thursday, May 4<sup>th</sup> – Sunday May 7<sup>th</sup>, 2023 in Niagara Falls</li> </ul> <p><b>Motion to adjourn @ 9:04 PM:</b> Peter</p>			X