

**GOVERNANCE BOARD MEETING MINUTES
TUESDAY FEBRUARY 21st 2006
1PM TO 4PM
225 Duncan Mill Road ste 201**

Present:	Mary-Anne Bedard	Children's Services
	Steve Cohen	TPSLS Systems Manager
	Martha Cole	TPSLS IHP
	Joanne Cooper	Toronto Public Health
	Katie Driver	Paediatrician
	Carla Johnson	University of Toronto
	Ana Gaszynski	Toronto Catholic District School Board
	Sue Makin	Toronto Public Health
	Sharon Mc Whirter	Toronto District School Board
	Carol Patrick	Ontario Early Years Centres
	Penny Parnes	Canadian Hearing Society
	Joanne Shimotakahara	Toronto District School Board
	James Toccacelli	Business Rep
Regrets:	Marg Whelan	The Geneva Centre

- 1.0 Introduction of new members
- 2.0 Agenda reviewed and approved by Joanne and seconded by Penny
- 3.0 Minutes of November 30th approved by Penny and seconded by Joanne

4.0 Business Arising

4.1 IHP TDSB/TCSB Meeting

- 4.1.1 This meeting has not taken place yet due to TDSB's schedule.
- 4.1.2 Martha also mentioned that the Toronto refer rate to audiology is lower than expected but consistent with other IHP's across the province.

4.2 Meeting Effectiveness Tool

- 4.2.1 The GB agreed to use the meeting effectiveness tool at each meeting.**

4.3 Annual Meeting:

- 4.3.1** The GB discussed the advantages and disadvantages to holding the meeting in June and decided that, at least for this year, it will be held in the Fall. Steve will set up a meeting of a small workgroup to develop the agenda, date and location of the next Annual Meeting and will also make recommendations concerning dates of Annual Meetings in the coming years. The group also needs to consider whether it would be advantageous to have a joint TPSLS and Healthy Babies Healthy Children annual meeting. The work group will include James, Sharon, Martha and Steve.

4.4 Nominations Committee

- 4.4.1 This group was unable to meet prior to this meeting. There are plans to meet in the next few weeks.

5.0 New Business

5.1 TPSLS Governance Board Roles and Responsibilities.

- 5.1.1 Add Ground Rules / Rules of Conduct to page 9 after Information and Reporting
5.1.2 Mary-Anne will send Steve a copy of the five basic rules of meeting conduct and Steve will revise the manual accordingly. This was approved in principal by James and seconded by Katy.

5.2 GB Manual

- 5.2.1 The group discussed using the web to keep the GB manual up to date. There was a discussion concerning placement of minutes and other GB reports on the web site as well. All Minutes would be considered public, the only document that should not be posted is the Lead Agency Review.

MOTION:

It was moved by James and seconded by Joanne Cooper that TPSLS will include a GB section on the public side of the TPSLS web site which would include minutes of GB meetings along with the contents of the GB manual. The motion was passed.

5.3 PSL Financial Reports:

- 5.3.1 Steve reviewed the 2005/2006 expenditures to date and projections. The MCYS has approved the TPSLS request to use the bulk of the surplus funds to co-sponsor the OSLA conference in the Spring and to send up to 50 TPSLS staff to the Geneva Centre Symposium in the Fall.
5.3.2 The PSL 2006/2007 Budget was reviewed. Concerns were raised around the targets set by MCYS. Some of the targets don't appear to be realistic.

MOTION:

It was moved by Mary Anne and seconded by Joanne Shimotakahara to submit the budget plan presented by the Manager today, along with a supporting letter from the GB to MCYS with the following concerns:

- **Request clarification on the formula used to set targets**
- **Request a review of how realistic the targets are considering the FTE's available**
- **Implications related to the fact that a flat line budget results in erosion of service each year which makes it even more difficult to meet the targets and only increases the waiting list.**

The motion was approved with one vote against which was registered by James.

5.4 IHP Financial Reports

- 5.4.1 2005/2006 Updated projection and end of the year spending plans were presented by Martha. **MCYS has already approved TPSLS request to spend the bulk of projected surplus on supplies.**
5.4.2 2006/2007 Budget proposal was presented by Martha. **Motion was made by Penny and seconded by Katy to submit this budget request to the Ministry. The motion was passed unanimously.**

5.5 Evaluation and Research Workgroup

5.5.1 Carla provided an overview of the ERWG Outcomes Project and current projects.

6.0 Strategic Planning

6.1 Feedback from all the strategic planning events was reviewed by Steve

6.2 The Mission, Vision, Values statements were reviewed and the changes were approved by Mary-Anne and seconded by Anna. This needs to be completed for the June Governance Board meeting.

6.3 A draft of the proposed Strategic Directions, which are based upon the Toronto Public Health Strategic Directions was presented by the Manager for discussion. Carla charged the group with identifying the high level strategic directions the GB should be working on. The GB suggested some changes and it was moved by Anna and seconded by Mary Anne to approve the Strategic Directions in principle. This motion was approved and for the record James abstained. A small work group consisting of Steve, Penny, Sharon and Martha will review and revise the strategic directions along with the objectives for each direction. The final draft will be presented to the GB in June.

7.0 2006 Meeting Dates and Locations:

Tuesday, June 6th, 2006

Toronto Public Health

225 Duncan Mill Road, #201 (Near 401 and Leslie St. --Parking in the back of the building)

Time: 1:00 pm to 4:00 pm

Martha Cole (recorder)