



BOARD OF DIRECTORS MEETING

MINUTES

January 27, 2020 at 11:38 a.m. – 1:41 p.m.

Beatrice Kemp Boardroom

Attendees: David Hennick (Acting Chair)
Melissa Button
Antionietta (Toni) Kovach
Jacqueline (Jackie) Bajus
Rosaline Dean
Deborah Lancaster
Simone Bilato
Konstantine Ketsetzis
John Spatazzo
Anna Maria Brownlow
Laurence Kavanagh
Father David Wilhelm

Recorder: Filomena D'Amico, Staff

Regrets: Larry Di Ianni
Pascale Salloum
Ian Preyra

Staff: Rocco Gizzarelli, Executive Director
Karen Perry, Director of Finance
Donna Zan, Director of Child Welfare Services
Alicia Southall, Human Resources Manager

Guests: Michael Nowlan, Program Supervisor, Ministry of Children, Community and Social Services

Item	Description
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1.0	CALL TO ORDER
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	The Chairperson called the meeting to order at 11:38 a.m.
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1.1	<u>Prayer</u>
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	Father David Wilhelm opened the meeting with a prayer.
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1.2	<u>Review and Approval of Agenda</u>
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	The agenda was approved as circulated.
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2.0	DECLARATION OF CONFLICT OF INTEREST
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	There was no conflict of interest declared.
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3.0	REVIEW AND APPROVAL OF MINUTES
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3.1	<u>Approval of the November 25, 2019 Board of Director Meeting Minutes</u>
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	The minutes of the Board of Directors' meeting November 25, 2019 were approved as circulated.
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4.0 CONSENT AGENDA

- 4.1 MCCSS Re: 2020 Children in Extended Society Care Review. November 19, 2019 (attachment)
- 4.2 OACAS: Board to Board Report, November 2019 (attachment)
- 4.3 OACAS: Update on Part X provincial readiness efforts, December 19, 2019 (attachment)
- 4.4 Approval of January 9, 2020, Governance Committee Meeting Minutes (attachment)
- 4.5 Approval of January 14, 2020, Nominating Committee Meeting Minutes (attachment)
- 4.6 OACAS: Issue Note: Cross Over Youth Report, January 21, 2020 (attachments)
- 4.7 On a motion by Anna Maria Brownlow and seconded by Konstantine Ketsetzis THAT:

The Consent items are approved as presented.

CARRIED

5.0 COMMITTEE REPORTS

5.1 GOVERNANCE COMMITTEE REPORT

The Directors reviewed the Board Chair's briefing note regarding Risk Intelligence. The Board requested that the Quality Assurance and Risk Management Committee review the Risk Intelligence material and update the Board with recommendations regarding the data tracking request.

5.1.1 Board Retreat

On a motion by Toni Kovach and seconded by Deborah Lancaster THAT:

The Board agrees to complete a two-hour Board Retreat presentation during an evening to be scheduled in February 2020.

CARRIED

5.1.2 2.10 Delegation of Authority, Appendix G: Executive Director Job Description

On motion by Toni Kovach, and seconded by Father David Wilhelm THAT:

The Board approves the proposed amendments to Appendix G: Executive Director's Job Description with respect to French Language Services.

CARRIED

5.1.3 The Board reviewed the Board of Director's hospitality expenses

On motion by Toni Kovach and seconded by Jackie Bajus THAT:

The Board will continue to have refreshments during Board and Committee meetings unless otherwise directed by the Chair.

CARRIED

5.2 NOMINATING COMMITTEE REPORT

The Nominating Committee has been recruiting potential candidates with financial experience and community influence. It was reported that two potential individuals had expressed an interest in joining the Board and will be nominated to the Board.

5.2.1 On motion by Deborah Lancaster and seconded by Toni Kovach THAT:

The Board approves the implementation of the Board Skills Matrix.

CARRIED

5.2.2 On motion by Deborah Lancaster and seconded by Father David Wilhelm THAT:

The Board approves for Board Directors to (re)view the Governance Training modules monthly.

CARRIED

6.0 FINANCE

6.1 Statement of Operations December 31, 2019

The Director of Finance reviewed the Operating Statement ending December 31, 2019. It showed an accumulative deficit of approximately \$19,000. The Q3 financial report will be submitted to the Ministry by Friday, January 31, 2020. The agency is expected to submit a balanced budget for 2019-2020 fiscal year.

6.2 Attestation

The Director of Finance read the attestation for the period ending December 30, 2019.

7.0 ACCOUNTABILITY ITEMS

7.1 CCASH Service Plan 2019-2020 – Q3

The Executive Director reviewed the third quarter CCASH Service Plan report with the Board.

8.0 CHAIRMAN'S REPORT

The Acting Chair advised that he participated in a meeting to review the QIP results with the MCCSS Program Supervisor, the Executive Director, and the Director of Child Welfare Services. The Program Supervisor is satisfied with the agency's quality of work provided to its clients and how appropriate strategies have been implemented to address improvements to increase compliance.

The Acting Chair also highlighted items in the OACAS Board to Board Report.

9.0 EXECUTIVE DIRECTOR'S REPORT

The Executive Director referred to the circulated report highlighting the agency receiving Minor Capital Infrastructure funding, noting several donations received in December 2019, and the excellent Children in Extended Society Care Review results.

On a motion by Konstantine Ketsetzis and seconded by John Spatazzo THAT:
The Executive Director's Report be accepted as presented.

CARRIED

10.0 IN CAMERA

On a motion by Father David Wilhelm and seconded by Rosaline Dean THAT:
The Board move IN-CAMERA.

CARRIED

11.0 ADJOURNMENT

The Acting Chair declared the meeting adjourned at 1:41 p.m.

Larry Djarni, Board Chair

Filomena D'Amico, Recording Secretary

