



## BOARD OF DIRECTORS MEETING

# MINUTES

May 31, 2021

5:02 p.m. – 6:33 p.m.

Virtual Meeting via Zoom due to COVID-19

- Attendees:** David Hennick, Chair      Deborah Lancaster      John Spatazzo  
Jacqueline (Jackie) Bajus      Ian Preyra      Gary Warner  
Rosaline Dean      Samidha Singhal      Father David Wilhelm  
Antionietta (Toni) Kovach      Arthur Smith
- Recorder:** Gail Gray, Staff
- Regrets:** Melissa Button      Konstantine Ketsetzis      Claudette Mikelsons
- Staff:** Rocco Gizzarelli, Executive Director  
Scott MacPhee, Director of Finance  
Donna Zan, Director of Child Welfare Services
- Guests:** Elaine Pilgrim, Program Supervisor, Ministry of Children, Community and Social Services  
Jessica Wright, Child Protection Worker, Community Based Team, Staff (Observer)

Item	Description
1.0	<b>CALL TO ORDER</b> The Chair declared a quorum and called the meeting to order at 5:02 p.m.
1.1	<u>Prayer</u> Father David Wilhelm provided a reflection to open the meeting.
1.2	<u>Land Acknowledgement</u> The Executive Director held 2.15 minutes of silence and read a special statement on behalf of the Catholic Children's Aid Society of Hamilton (posted on the Agency's website), to acknowledge the recently found remains of 215 children in a mass burial site at a former Indian Residential School in Kamloops, British Columbia.
1.3	<u>Equity Placement</u> The Chair reviewed the Equity Lens that the Board of Directors will use in guiding its decisions as a board.

<b>Item</b>	<b>Description</b>
1.4	<u>Review and Approval of Agenda</u> The agenda was approved as amended. Amendment: Remove reference to 7.2.1 F2021 Draft Financial Statements.
<b>2.0</b>	<b>DECLARATION OF CONFLICT OF INTEREST</b> There were no conflicts of interest declared.
<b>3.0</b>	<b>REVIEW AND APPROVAL OF MINUTES</b>
3.1	<u>Approval of the April 26, 2021, Board of Director Meeting Minutes</u> The Minutes of the April 26, 2021, Board of Director’s meeting were approved as presented.
<b>4.0</b>	<b>PRESENTATIONS</b>
4.1	<u>Community Capacity Building</u> – by Ms. Elaine Pilgrim It was noted the Executive Director provided a briefing note in his Report to the Board as background information, and then the Program Supervisor proceeded to her report on Community Capacity Building explaining this will tie into the Ministry of Children, Community, and Social Services plan on Child Welfare Redesign as part of the prevention for youth from entering or re-entering into children’s services care.  The Ministry will support the development of community-based services, with earlier intervention by the providers. The programs will be reviewed through an equity lens, and the Ministry will lead conversations across sectors to build upon these community services. In conjunction with this, the Ministry is developing a Road Map with details and timelines for the expected 10-year journey of this portion of the redesign.
<b>5.0</b>	<b>MINISTRY UPDATES</b>
5.1	<u>Child Welfare Redesign Update</u> – by Ms. Elaine Pilgrim The Program Supervisor stated the Road Map referenced above, is part of the child welfare redesign project that will highlight the short and long-term goals, and include other stakeholders, and ministry offices such as the Ministry of Women’s Issues.
<b>6.0</b>	<b>CONSENT AGENDA</b>
6.1	CCASH Finance Attestation
6.2	Governance Committee May 13, 2021, Minutes
6.3	<del>Audit and Finance Committee May 27, 2021, Minutes</del> – deferred to June meeting
6.4	MCCSS WR Letter to CCASH Board Chair re OPR Letter to Ministry
6.5	Board to Board OACAS April 2021
6.6	CCASH Executive Travel Report F2021

<b>Item</b>	<b>Description</b>
6.7	MCCSS West Region Memo – Adoption Placements in B.C.
6.8	2020-2021 Board Work Plan – to-date
	<p>On motion by Ian Preyra and seconded by Father David Wilhelm it was resolved THAT: <b>The Consent items are approved as presented, noting the deferral of Item 6.3 to the June Board meeting.</b> CARRIED</p>
<b>7.0</b>	<b>COMMITTEE REPORTS</b>
7.1	<b><u>Governance Committee Report</u></b>
7.1.1	<b><u>Board Assessment Survey Report</u></b> The overall results were positive and illustrates the Board’s continuing improvements. One area the Board will explore further in their <i>2021-22 Board Work Plan</i> will be the qualitative section on level of familiarity, confidence, and performance.
7.1.2	<b><u>Meeting Evaluation Report and Questionnaire</u></b> The Infographic Report from the Board meeting evaluations demonstrate the Board meetings are operating at a high level. The Committee took the opportunity upon review of the evaluation to fine-tune the questionnaire for the next term.  On motion by Jackie Bajus and seconded by Gary Warner it was resolved THAT: <b>That the Board approves <i>Appendix F Meeting Evaluation Questionnaire Form</i>, an appendix to <i>3.2.6 Board Performance Policy</i>, as amended.</b> CARRIED
7.1.3	<b><u>Review of 2018-2023 Strategic Plan – Proposed Revisions</u></b> Part of the Board’s responsibility is to review the Strategic Plan on an annual basis. The Agency engaged a consultant to perform surveys and focus groups with staff and the Board with the result being a refreshed 2021-2023 Strategic Plan which the Society operationalizes through its Business Plan.  On motion by Jackie Bajus and seconded by Rosaline Dean it was resolved THAT: <b>That the Board approves the recommended revisions to the <i>2021-2023 Strategic Plan</i> as outlined in the Society’s proposal.</b> CARRIED
7.1.4	<b><u>Fundraising Review</u></b> It was recognized that a new ad hoc Fundraising Committee was needed to assist the Society in the strategic direction of its fundraising activities.

- | <b>Item</b>                   | <b>Description</b>   |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
|-------------------------------|--|-------------------------------|--------------------------|--------------------|----------------|-------------------|---------------------|---------------------|---------------------|-------------------|------------------|---------------------------|-------------------|------------------------------|-----------------|-----------------------|----------------------|
|                               | On motion by Jackie Bajus and seconded by Deborah Lancaster it was resolved <b>THAT: That the Board approves the introduction of a new ad hoc Fundraising Committee of the Board.</b><br>CARRIED   |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| 7.1.5                         | <u>4.1.5 Workplace Health Policy Review</u><br>On motion by Jackie Bajus and seconded by Father David Wilhelm it was resolved <b>THAT: That the Board approves the 4.1.5 Workplace Health Policy as amended.</b><br>CARRIED  |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| 7.1.6                         | <u>4.1.6 Philanthropic Endeavours Policy Review</u><br>On motion by Jackie Bajus and seconded by John Spatazzo it was resolved <b>THAT: That the Board approves the 4.1.6 Philanthropic Endeavours Policy as amended.</b><br>CARRIED   |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| 7.2                           | <b><u>Audit and Finance Committee Report</u></b><br>The F2021 Draft Audited Finance Statements will be deferred to the June Board meeting.   |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| 7.3                           | <b><u>Nominating Committee Report</u></b>  |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| 7.3.1                         | <u>2021-2022 Slate of Board Directors</u><br>On motion by Rosaline Dean and seconded by Toni Kovach it was resolved <b>THAT: That the Board approves the slate of members for the Board of Directors 2021-2022 term as presented; and further recommends the resolution of this Board of Director List at the Annual General Meeting in June 2021:</b><br>CARRIED  |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
|                               | <table border="0"><tr><td>Ms. Jacqueline (Jackie) Bajus</td><td>Mrs. Claudette Mikelsons</td></tr><tr><td>Ms. Melissa Button</td><td>Dr. Ian Preyra</td></tr><tr><td>Ms. Rosaline Dean</td><td>Ms. Michelle Rodney</td></tr><tr><td>Mr. Anthony Frisina</td><td>Ms. Samidha Singhal</td></tr><tr><td>Mr. David Hennick</td><td>Mr. Arthur Smith</td></tr><tr><td>Mr. Konstantine Ketsetzis</td><td>Mr. John Spatazzo</td></tr><tr><td>Ms. Antonietta (Toni) Kovach</td><td>Dr. Gary Warner</td></tr><tr><td>Ms. Nora Melera-Lopez</td><td>Father David Wilhelm</td></tr></table> | Ms. Jacqueline (Jackie) Bajus | Mrs. Claudette Mikelsons | Ms. Melissa Button | Dr. Ian Preyra | Ms. Rosaline Dean | Ms. Michelle Rodney | Mr. Anthony Frisina | Ms. Samidha Singhal | Mr. David Hennick | Mr. Arthur Smith | Mr. Konstantine Ketsetzis | Mr. John Spatazzo | Ms. Antonietta (Toni) Kovach | Dr. Gary Warner | Ms. Nora Melera-Lopez | Father David Wilhelm |
| Ms. Jacqueline (Jackie) Bajus | Mrs. Claudette Mikelsons   |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| Ms. Melissa Button            | Dr. Ian Preyra   |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| Ms. Rosaline Dean             | Ms. Michelle Rodney  |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| Mr. Anthony Frisina           | Ms. Samidha Singhal  |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| Mr. David Hennick             | Mr. Arthur Smith   |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| Mr. Konstantine Ketsetzis     | Mr. John Spatazzo  |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| Ms. Antonietta (Toni) Kovach  | Dr. Gary Warner  |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| Ms. Nora Melera-Lopez         | Father David Wilhelm   |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |
| 8.0                           | <b>FINANCE</b><br>No discussion  |                               |                          |                    |                |                   |                     |                     |                     |                   |                  |                           |                   |                              |                 |                       |                      |

- | <b>Item</b> | <b>Description</b>  |
|-------------|---|
| <b>9.0</b>  | <b>ACCOUNTABILITY ITEMS</b>   |
| 9.1         | <u>Identity Based Dashboard</u><br>The format of the Identity Based Dashboard was improved for clarity and is posted to the Agency's website to show how the Society is performing on the overrepresentation of Indigenous and Black service recipients, and as part of its commitment to the community. This data will be presented monthly to the Board for review.   |
| 9.2         | <u>CCASH 2021-2022 Business Plan</u><br>The Business Plan emanates from the Strategic Plan which is presented annually to the Board and posted to the Society's website.<br>On motion by Ian Preyra and seconded by Rosaline Dean it was resolved THAT:<br><b><i>That the Board approves the Catholic Children's Aid Society of Hamilton's 2021-2022 Business Plan as presented.</i></b><br>CARRIED   |
| <b>10.0</b> | <b>CHAIRMAN'S REPORT</b><br>The Board Chair reported on the following: <ul style="list-style-type: none"><li>• Attended May 26, 2021, Board Webinar focusing on continuing education regarding equity, diversity and inclusivity.</li><li>• Outside Paid Resources (OPR): Received response from the Ministry on correspondence sent to them on behalf of the Board Chair and Executive Director of the Society for the Ministry to affect a more leadership role for the development of a central repository across the provinces for children's aid societies to access as part of their due diligence when considering the potential use of an OPR – similar to the Child Protection Information Network (CPIN) system currently in use by children's aid societies. The Board President's continue this advocacy through the Ontario Association of Children's Aid Societies (OACAS).</li></ul> |
| <b>11.0</b> | <b>REPORT OF THE EXECUTIVE DIRECTOR</b><br>The Executive Director provided the following highlights from his report: <ul style="list-style-type: none"><li>• Society is at a critical juncture on fundraising development stemming from an external audit report. The framework on development from the report, the introduction of an ad hoc Fundraising Committee, plus restructuring of the fundraising department will assist in the strategic direction of this requirement going forward.</li><li>• Accumulated 95% high compliance in the annual Children-in-care Licensing Review.</li></ul>  |

Item	Description
	<ul style="list-style-type: none"><li data-bbox="453 344 1492 415">• The Ministry will re-establish a refreshed Standards Quality Improvement Plan (SQIP) for children's aid society to begin reporting in 2022.</li></ul> <p data-bbox="404 464 1492 531">On motion by Gary Warner and seconded by Deborah Lancaster it was resolved THAT: <b>That the Board receive the Executive Director's Report for May 2021.</b> CARRIED</p>
12.0	<b>IN CAMERA</b> On motion by John Spatazzo and seconded by Toni Kovach it was resolved THAT: <b>That the Board move In Camera.</b> CARRIED
13.0	<b>ADJOURNMENT</b> The Chair adjourned the meeting at 6:33 p.m.



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David Hennick, Board Chair



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Gail Gray, Recording Secretary