



MINUTES OF BOARD SPECIAL MEETING NO. 02/2019
OF

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: February 20, 2019

TIME OF MEETING: 1:00 PM

LOCATION OF MEETING: TBDSSAB Headquarters
231 May Street South, 3rd Floor Boardroom
Thunder Bay, ON

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Kim Brown
Shelby Ch'ng
Jody Davis
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Elaine Mannisto
Aldo Ruberto
Wendy Wright

REGRETS:

Andrew Foulds
Ray Lake

OFFICIALS:

William (Bill) Bradica, Chief Administrative Officer, Acting
Director – Client Services Division
Georgina Daniels, Director-Corporate Services Division
Ken Ranta, Director – Housing Services Division
Keri Greaves, Manager, Finance
Glenda Flank, Recording Secretary

GUESTS:

Aaron Park, Manager, Housing & Homelessness Programs
Barry Caland, Manager, Facilities
Crystal Simeoni, Manager, Property Management
David Hardick, Supervisor, Purchasing
Diane Atkinson, Manager, Client Services
Jennifer Lible, Manager, Client Services
Louise Piercey, Manager, Child Care & Early Years
Programs
Roxanne Brunelle, Manager, Human Resources
Steven Melnichuk, Manager, Information Systems
Saku Pinta, Supervisor, Research & Social Policy

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

NEW BUSINESS

CONFIRMATION OF BOARD SPECIAL MEETING AGENDA

Rebecca Johnson inquired if the Ontario Works changes would be added into the agenda.

William Bradica, CAO advised that this information would be addressed in the presentation.

Resolution No. 19/14

Moved by: Wendy Wright
Seconded by: Elaine Mannisto

THAT with respect to the agendas for the Board Special Meeting (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board for February 20, 2019, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

REPORTS OF ADMINISTRATION

TBDSSAB Year 2019 Proposed Operating and Capital Budgets

Report No. 2019-03 (Corporate Services Division), was presented to the Board to provide the 2019 proposed operating and capital budgets, for review and discussion.

Memorandum from Georgina Daniels, Director Corporate Services Division providing Attachment 8 to Report No. 2019-03, was presented in Closed Session only.

William Bradica, CAO, advised that Administration would present a PowerPoint presentation highlighting all areas of the TBDSSAB budget and thanked all members of management and staff who participated in the preparation of the Budget. The presentation was distributed to the Board following the Board Special Meeting

William Bradica, CAO, presented the overview, the Board, Chief Administrative Officer Division budget presentation and responded to questions.

Georgina Daniels, Director – Corporate Services Division provided further information and responded to questions.

At 2:14 p.m. Dave Hardick, Supervisor, Purchasing and Inventory Control and Steven Melnichuk, Manager, Information Systems, entered the meeting room.

Ken Ranta, Director – Housing Services Division responded to questions.

At 2:24 p.m. Roxanne Brunelle, Manager, Human Resources and Saku Pinta, Supervisor, Research and Social Policy, left the meeting room.

Georgina Daniels, Director – Corporate Services Division, presented the Corporate Services Division budget presentation, including Finance, Information Services and Purchasing and Inventory Control, and responded to questions.

At 2:35 p.m. Jennifer Lible, Manager, Client Services, Diane Atkinson, Manager, Client Services and Louise Piercy, Manager, Child Care & Early Years Programs entered the meeting room.

At 2:40 p.m. Dave Hardick, Supervisor, Purchasing and Inventory Control and Steven Melnichuk, Manager, Information Systems left the meeting room.

William Bradica, CAO and Acting Director – Client Services Division, presented the overview of the Client Services Division budget presentation.

Diane Atkinson, Manager, Client Services presented the Integrated Client Services (Intake) budget presentation.

Jennifer Lible and Diane Atkinson, Managers, Client Services presented the Ontario Works (Financial and Employment Assistance) budget presentation and responded to questions.

William Bradica, CAO provided further information and responded to questions.

Keri Greaves, Manager, Finance responded to questions.

Jennifer Lible, Manager, Client Services presented the Community Social Reinvestment Program budget presentation and responded to questions.

William Bradica, CAO, also responded to questions.

A short break was called at 3:20 p.m.

At 3:30 p.m. the meeting resumed and Aaron Park, Manager, Housing & Homelessness Programs, Barry Caland, Manager, Facilities and Crystal Simeoni, Manager, Property Management entered the meeting room.

Louise Piercy, Manager, Child Care & Early Years Programs presented the Child Care and Early Years Programs budget presentation and responded to questions.

William Bradica, CAO, also responded to questions.

At 3:37 p.m. Jennifer Lible and Diane Atkinson, Managers, Client Services, and Louise Piercy, Manager, Child Care & Early Years, left the meeting room.

Ken Ranta, Director - Housing Services Division presented the overview of the Housing Services Division budget presentation and responded to questions.

William Bradica, CAO provided further information and responded to questions.

At 4:11 p.m., Brian Hamilton, Board Member left the meeting.

Crystal Simeoni, Manager, Property Management presented the Housing Revenue budget presentation and responded to questions.

William Bradica, CAO and Ken Ranta, Director - Housing Services Division responded to questions.

Barry Caland, Manager, Facilities, presented the Direct-Owned Housing Portfolio budget presentation.

Keri Greaves, Manager, Finance and Ken Ranta, Director – Housing Services Division responded to questions.

Aaron Park, Manager, Housing & Homelessness Programs presented the Social and Affordable Housing and Homelessness Prevention Programs budget presentation and responded to questions

William Bradica, CAO and Ken Ranta, Director - Housing Services Division responded to questions.

Barry Caland, Manager, Facilities, presented the Capital Budget presentation and responded to questions.

Ken Ranta, Director – Housing Services Division responded to questions.

At 5:03 p.m. Crystal Simeoni and Aaron Park left the meeting room.

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to the receipt of information with respect to security of property of the Board regarding the TBDSSAB 2019 Proposed Operating and Capital Budgets – Confidential 2019 Detailed Capital Project Budget Listing.

Resolution No. 19/15

Moved by: Wendy Wright
Seconded by: Elaine Mannisto

THAT the Board adjourns to Closed Session relative to the receipt of information with respect to security of property of the Board regarding the TBDSSAB 2019 Proposed Operating and Capital Budgets – Confidential 2019 Detailed Capital Project Budget Listing.

CARRIED

On consensus, the Board directed Administration to review the budget and provide the information to setting out the amount of the budget including and excluding the Community Social Reinvestment Program and any other possible items that could be reduced in the budget.

William Bradica, CAO, confirmed that a revised proposed budget would be presented at the March 21, 2019 Board Meeting.

At 5:30 p.m., Albert Aiello, Board Member left the meeting.

BY-LAWS

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, March 21, 2019 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 19/16

Moved by: Kim Brown
Seconded by: Shelby Ch'ng

THAT the Board Meeting No. 02/2019 of The District of Thunder Bay Social Services Administration Board, held on February 20, 2019, be adjourned at 5:34 p.m.

CARRIED



Chair



Chief Administrative Officer