



**MINUTES OF BOARD MEETING NO. 22/2019
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: November 21, 2019

TIME OF MEETING: 10:00 a.m.

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

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Kim Brown
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Ray Lake
Elaine Mannisto
Aldo Ruberto
Wendy Wright

OFFICIALS:

William (Bill) Bradica, Chief Administrative Officer, Acting
Director – Client Services Division
Georgina Daniels, Director – Corporate Services Division
Ken Ranta, Director – Housing Services Division
Glenda Flank, Recording Secretary
Diana Hennel, Administrative Assistant

GUESTS:

Keri Greaves, Manager, Finance
Kristyn Lovato-Day, Acting Supervisor, Communications &
Engagement
Shari Mackenzie, Acting Manager, Human Resources

REGRETS:

Shelby Ch'ng

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

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 19/107

Moved by: Kevin Holland
Seconded by: Elaine Mannisto

THAT with respect to the agendas for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for November 21, 2019, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

At 10:07 a.m. Brian Hamilton, Board Member, entered the meeting room.

CLOSED SESSION MEETING

The Board adjourned to a closed meeting relative to receipt of information with respect to security of property of the Board regarding the TBDSSAB 2020 Proposed Operating and Capital Budget – Confidential Proposed 2020 Capital Budget Summary and identifiable individuals regarding staffing changes.

Resolution No. 19/108

Moved by: Andrew Foulds
Seconded by: Kim Brown

THAT the Board adjourns to Closed Session relative to receipt of information with respect to security of property of the Board regarding the TBDSSAB 2020 Proposed Operating and Capital Budget – Confidential Proposed 2020 Capital Budget Summary and identifiable individuals regarding staffing changes.

CARRIED

At 10:09 a.m. the Board Meeting went into Closed Session.

At 10:10 a.m. Aldo Ruberto, Board Member entered the meeting room.

At 11:00 a.m. Regular Session reconvened with all members of Administration and all Board Members in attendance.

At 11:01 a.m. Brian Hamilton, Board Member left the meeting room.

REPORTS OF ADMINISTRATION

TBDSSAB Proposed 2020 Operating and Capital Budgets

William Bradica, CAO, Georgina Daniels, Director – Corporate Services Division and Ken Ranta, Director – Housing Services Division provided a presentation relative to the Proposed 2020 Operating and Capital Budgets, a copy of which was provided on desk.

Report No. 2019-53 (Corporate Services Division) relative to providing the Board with the proposed 2020 Operating and Capital Budget, was also presented for review and discussion.

William Bradica, CAO provided an overview of the TBDSSAB proposed budget being presented including the effects on staffing, and responded to questions.

At 11:35 a.m. the Board Chair called for a lunch break. The meeting reconvened in Regular Session at 12:00 p.m.

William Bradica, CAO provided an overview of the Board and Chief Administrative Officer sections of the presentation.

At 12:11 a.m. Steven Melnichuk, Manager, Information Services and David Hardick, Supervisor, Purchasing and Inventory Control entered the meeting room.

Georgina Daniels, Director – Corporate Services Division provided an overview of the Corporate Services Division presentation including Finance, Information Services and Purchasing and Inventory Control, and responded to questions

William Bradica, CAO also responded to questions.

At 2:21 p.m. Dave Hardick, Supervisor, Purchasing and Inventory Control and Steven Melnichuk, Manager, Information Systems left the meeting room and Jennifer Libble, Manager, Client Services, Diane Atkinson, Manager, Client Services and Louise Piercy, Manager, Child Care & Early Years Programs entered the meeting room.

William Bradica, Acting Director – Client Services Division provided an overview of the Client Services Division Budget presentation including Integrated Services, Ontario Works, Child Care and Early Years Programs, responded to questions and provided clarification.

Jennifer Lible, Manager, Client Services also responded to questions.

At 12:52 p.m. Jennifer Lible and Diane Atkinson, Managers, Client Services, and Louise Piercy, Manager, Child Care & Early Years, left the meeting room and Aaron Park, Manager, Housing & Homelessness Programs, Barry Caland, Manager, Facilities and Crystal Simeoni, Manager, Property Management entered the meeting room.

Ken Ranta, Director – Housing Services Division provided an overview of the Housing Services Division Budget presentation including Social and Affordable Housing, Direct Owned Housing, Homelessness Prevention and the Capital Budget.

Ken Ranta, Director – Housing Services Division, responded to questions and provided further information.

William Bradica, CAO provided clarification.

At 1:10 p.m. Rebecca Johnson, Board Member left the meeting room.

Aaron Park, Manager, Housing and Homelessness Programs and Barry Caland, Manager, Facilities, responded to questions

At 1:31 p.m. Aaron Park, Manager, Housing & Homelessness Programs, Barry Caland, Manager, Facilities and Crystal Simeoni, Manager, Property Management left the meeting room.

William Bradica, CAO advised the Board that the presentation and Report No. 2019-53 was provided for the Board's review and recommendation and that the final Budget would be brought to the December Board Meeting for approval without change.

CORRESPONDENCE

None.

BY-LAWS

None.

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on, December 12, 2019, in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 19/110

Moved by: Elaine Mannisto
Seconded by: Andrew Foulds

THAT Board Meeting No. 22/2019 of The District of Thunder Bay Social Services Administration Board, held on November 21, 2019, be adjourned at 1:38 p.m.

CARRIED



Chair



Chief Administrative Officer