



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 03/2020
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: February 13, 2020

TIME OF MEETING: 10:00 AM

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
James Foulds
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Ray Lake
Aldo Ruberto

REGRETS:

Shelby Ch'ng
Andrew Foulds
Brian Hamilton
Elaine Mannisto
Wendy Wright

OFFICIALS:

William (Bill) Bradica, Chief Administrative
Georgina Daniels, Director, Corporate Services Division
Ken Ranta, Director, Integrated Social Services Division
Diana Hannel, Administrative Assistant
Glenda Flank, Recording Secretary

GUESTS:

Crystal Simeoni, Manager, Housing Programs
Shari Mackenzie, Acting Manager, Human Resources
Aaron Park, Supervisor, Research & Social Policy
Kristyn Lovato-Day, Acting Supervisor, Communications
& Engagement

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 MEETING AGENDA

Resolution No. 20/14

Moved by: Kim Brown
Seconded by: Jody Davis

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 February 13, 2020, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Board Meeting No. 01/2020 (Regular Session) and 02/2020 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on January 9, 2020, were presented for confirmation.

Resolution No. 20/15

Moved by: Kim Brown
Seconded by: Kevin Holland

THAT the Minutes of Meeting No. 01/2020 (Regular Session) and Meeting No. 02/2020 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on January 9, 2020, be confirmed.

CARRIED

CLOSED SESSION

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to an identifiable individual, regarding the CAO Performance Evaluation and with respect to security of the property of the Board relative to concerns regarding a Child Care provider.

Resolution No. 20/16

Moved by: Albert Aiello
Seconded by: Rebecca Johnson

THAT the Board adjourns to Closed Session relative to the receipt of information with respect to an identifiable individual, including employees of the Board regarding the CAO Performance Evaluation and with respect to security of the property of the Board relative to governance and accountability concerns regarding a Child Care provider.

CARRIED

All members of Administration left the meeting with the exception of Shari Mackenzie, Acting Manager, Human Resources.

At 11:21 a.m. the meeting reconvened in regular session with all Board Members and Administration in attendance with the exception of Shari Mackenzie, Acting Manager Human Resources, Aaron Park, Supervisor, Research & Social Policy and Crystal Simeoni, Manager, Housing Programs.

REPORTS OF ADMINISTRATION

2019 Statement of Board Remuneration

Memorandum from Shari MacKenzie, Acting Manager, Human Resources dated January 10, 2020 was presented to the Board to provide the breakdown of Board Member Remuneration for 2019.

At 11:24 a.m. Aaron Park, Supervisor, Research & Social Policy and Crystal Simeoni, Manager, Housing Programs entered the meeting room.

TBDSSAB 4th Quarter Operational Report

Report No. 2020-03 (CAO Division) was presented to the Board to provide information containing the trends within TBDSSAB programs and services.

Kristyn Lovato-Day, Acting Supervisor, Communications & Engagement responded to questions.

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

Ken Ranta, Director, Integrated Social Services provided clarification and responded to questions.

Aaron Park, Supervisor, Research and Social Policy, responded to questions.

Strategic Plan Annual Update

Report No. 2020-04 (CAO Office) was presented to the Board to provide information regarding the progress of, and confirm receipt of, the 2020 Strategic Plan.

On consensus, Administration to provide only current numbers in the Strategic Plan update and will provide the final updated numbers of social media followers to the Board by email.

William Bradica, CAO responded to questions.

Resolution No. 20/17

Moved by: Kevin Holland
Seconded by: Albert Aiello

THAT with respect to Report No. 2020-04 (CAO Office), we, The District of Thunder Bay Social Services Administration Board receive the Strategic Plan 2020 Annual Update for information only.

CARRIED

At 11:55 a.m. the Lucy Kloosterhuis, Chair, called for a lunch break.

At 12:20 p.m. the meeting reconvened with all Board Members and remaining members of Administration in attendance.

Update to the Social Housing Local Service Standards

Report No. 2020-05 (Integrated Social Services Division) presented to the Board to provide information on the changes and additions to the Local Service Standards, resulting from the regulatory changes to the *Housing Services Act, 2011*, for confirmation.

Ken Ranta, Director, Integrated Social Services provided background to the regulation changes that were being implemented, outlined the changes that were made to the Local Rules and responded to questions.

Crystal Simeoni, Manager, Housing Programs provided further information and responded to questions.

William Bradica, CAO provided clarification, advised that a follow up report would be provided next year and responded to questions.

Resolution No. 20/18

Moved by: Jody Davis
Seconded by: Albert Aiello

THAT with respect to Report No. 2020-05 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the changes to the Local Service Standards, related to the regulatory changes to the *Housing Services Act, 2011*, as presented.

CARRIED

Community Homelessness Prevention
Initiative – 2020/21 Investment Plan

Report No. 2020-06 (Integrated Social Services Division) providing the Board with information and Administration's funding recommendations with respect to TBDSSAB's 2020/21 Community Homelessness Prevention Initiative allocation, was presented for confirmation.

Memorandum from Ken Ranta, Director, Integrated Social Services, dated February 12, 2022 was presented as additional information, providing the Board with the Ministry of Municipal Affairs and Housing CHPI 2020/21 Investment Plan form.

Ken Ranta, Director, Integrated Social Services responded to questions.

On consensus, Administration to provide the Board with the number of people who have applied for and received funding under CHPI Program for the Housing Security Fund by email.

Resolution No. 20/19

Moved by: Aldo Ruberto
Seconded by: Kim Brown

THAT with respect to Report No. 2020-06 (Integrated Social Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the Community Homelessness Prevention Initiative 2020/21 Investment Plan as presented;

AND THAT the Board authorizes the Chief Administrative Officer, to submit the approved Community Homelessness Prevention Initiative 2020/21 Investment Plan to the Ministry of Municipal Affairs and Housing;

AND THAT the Board authorizes the Chair and Chief Administrative Officer to execute any required Agreements with Service Providers related to the Community Homelessness Prevention Initiative 2020/21 Investment Plan

CARRIED

Canada – Ontario Housing Benefit Program

Report No. 2020-07 (Integrated Social Services Division) was presented to the Board to provide information on the new Canada-Ontario Housing Benefit Program, for information only.

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

Ken Ranta, Director, Integrated Social Services also responded to questions.

At 12:49 p.m. Aaron Park, Supervisor, Research & Social Policy and Crystal Simeoni, Manager, Housing Programs left the meeting room.

Contract Award – Barrier Free Construction Mclvor Court

Report No. 2020-08 (Corporate Services Division) was presented to the Board providing Administration's recommendation to award a contract for the provision of all labour and equipment for the interior barrier-free renovations at 1100 Lincoln Street, Mclvor Court, for confirmation.

Resolution No. 20/20

Moved by: James Foulds
Seconded by: Aldo Ruberto

THAT with respect to Report No. 2020-08 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the contract for barrier-free construction at 1100 Lincoln Street (Mclvor Court), totalling \$693,000 (taxes extra), be awarded to 587435 Ontario Inc. o/a DRD Construction Services;

AND THAT the Chief Administrative Officer and Director, Corporate Services Division be authorized to complete any administrative requirements for the award of this contract, as required.

CARRIED

CORRESPONDENCE

DSSAB Accountability and Governance Guidelines

Letter from The Honourable Todd Smith, dated February 11, 2020 regarding finalization of the DSSAB Accountability and Governance Guidelines, was presented to the Board as additional information.

BY-LAWS

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, March 19, 2020 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 20/21

Moved by: Kim Brown
Seconded by: James Foulds

THAT Board Meeting No. 03/2020 of The District of Thunder Bay Social Services Administration Board, held on February 13, 2020, be adjourned at 12:51 p.m.

CARRIED



Chair



Chief Administrative Officer