



MINUTES OF INAUGURAL BOARD MEETING NO. 01/2023
OF

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: January 12, 2023

TIME OF MEETING: 10:04 AM

LOCATION OF MEETING: Microsoft Teams

CHAIR: Ken Boshcoff

PRESENT:

Albert Aiello
Ken Boshcoff
Meghan Chomut
Kasey Etreni
Nancy Gladun
Brian Hamilton
Greg Johnson
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Mark Thibert
Jim Vezina

REGRETS:

Anne-Marie Bourgeault

OFFICIALS:

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

GUESTS:

Brian Burns, Manager, Information Services
Crystal Simeoni, Manager, Housing Programs
Jennifer Lible, Manager, Social Assistance Programs
Keri Greaves, Manager, Finance
Louise Piercey, Manager, Child Care & Early Years Programs
Marty Farough, Manager Infrastructure \$ Asset Management
Shari Mackenzie, Acting Manager, Human Resources
Aaron Park, Supervisor, Research & Social Policy
Dave Stewart, Supervisor, Purchasing & Inventory Control
Carole Lem, Communications & Engagement
Larissa Jones, Communications & Engagement Assistant

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

William Bradica, CAO opened the meeting and advised the Board Members that as this was the Inaugural Meeting of the Board he would Chair the meeting until the Board Chair was elected.

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 23/01

Moved by: Brian Hamilton
Seconded by: Kasey Etreni

THAT with respect to the agenda for the Inaugural Board meeting of The District of Thunder Bay Social Services Administration Board for January 12, 2023, we approve the agenda as presented;

AND THAT we approve any additional information and new business.

CARRIED

Resolution No. 23/02

Moved by: Kasey Etreni
Seconded by: Kathleen Lynch

THAT with respect to the January 12, 2023 and the remainder of the 2023 agendas, we approve:

1. that any matters discussed or resolutions passed which relate to the business of The District of Thunder Bay Social Services Administration Board (TBDSSAB) shall be deemed to have been discussed by the Directors of TBDSSAB.
2. that any matters discussed or resolutions passed which relate to the business of the Thunder Bay District Housing Corporation (TBDHC) shall be deemed to have been discussed by the Directors of TBDHC.

CARRIED

ELECTION OF OFFICERS

Election of Board Chair

Bill Bradica, CAO, advised that he would call for nominations for the position of Board Chair of TBDSSAB for the term ending on December 31, 2023 as per the TBDSSAB Governance & Procedural By-law.

At 10:09 a.m. Ken Boshcoff joined the meeting.

Bill Bradica provided a brief overview of the duties and approximate time commitment required for the position of Board Chair.

Bill Bradica called for nominations for the position of Board Chair. Albert Aiello, Board Member was nominated for the position of Board Chair and declined the nomination. Ken Boshcoff, Board Member was nominated for the position of Board Chair and accepted the nomination. There were no further nominations.

Resolution No. 23/03

Moved by: Albert Aiello
Seconded by: Kasey Etreni

THAT the position of Chair of The District of Thunder Bay Social Services Administration Board for the term ending December 31, 2023, be filled by Ken Boshcoff.

Election of Board Vice-Chair

Ken Boshcoff, Board Chair called for nominations for the position of Board Vice-Chair of TBDSSAB for the term ending on December 31, 2023 as per the TBDSSAB Governance & Procedural By-law.

Meghan Chomut was nominated for the position of Board Vice-Chair and accepted the nomination. There were no further nominations.

Resolution No. 23/04

Moved by: Jim Vezina
Seconded by: Nancy Gladun

THAT the position of Vice-Chair of The District of Thunder Bay Social Services Administration Board, for the term ending December 31, 2023, be filled by Meghan Chomut.

CARRIED

Appointment to Audit Committee 2023

Memorandum from Bill Bradica, CAO, dated December 28, 2022, was presented to the Board regarding the appointments to the Audit Committee for the Boards consideration.

Board Members put their names forward to be appointed to the Audit Committee.

Resolution No. 23/05

Moved by: Kasey Etreni
Seconded by: Albert Aiello

THAT the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Audit Committee, for the term ending December 31, 2023:

1. Albert Aiello
2. Kasey Etreni
3. Nancy Gladun
4. Jim Vezina
5. Meghan Chomut

AND THAT the Committee Chair be appointed at the first Committee meeting of the year.

CARRIED

Appointment to Child Care and Early
Years Advisory Table 2023

Memorandum from Bill Bradica, CAO, dated December 28, 2022, regarding the appointments to the Child Care and Early Years Advisory Table Advisory Table, was presented to the Board for their consideration.

Members of the Board put their names forward for consideration.

Resolution No. 23/06

Moved by: Kasey Etreni
Seconded by: Elaine Mannisto

THAT the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Child Care and Early Years Advisory Table, for the term ending December 31, 2023:

1. Kathleen Lynch
2. Elaine Mannisto

CARRIED

Appointment to Homelessness Prevention
Program Advisory Table 2023

Memorandum from Bill Bradica, CAO, dated December 28, 2022, regarding the appointments to the Homelessness Prevention Program Advisory Table, was presented to the Board for their consideration.

Members of the Board put their names forward for consideration.

Resolution No. 23/07

Moved by: Albert Aiello
Seconded by: Nancy Gladun

THAT the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Homelessness Prevention Program Advisory Table, for the term ending December 31, 2023:

1. Brian Hamilton
2. Kasey Etrene

CARRIED

CONFIRMATION OF MEETING DATES

2023 TBDSSAB Board Meeting Dates
and Next Inaugural Meeting Date

Memorandum from Bill Bradica, CAO, dated December 28, 2022, containing a resolution to schedule the 2023 Board Meeting dates and the next Inaugural Meeting date was presented to the Board.

Bill Bradica, CAO provided a brief overview on the decision to have the Board Meetings held on the third Thursday of the months starting at 10:00 a.m. and responded to questions.

A discussion was held and the Board determined that the meetings would start at 9:00 a.m. and continue to be held on the third Thursday of the month.

Resolution No. 23/09

Moved by: Jim Vezina
Seconded by: Kasey Etreni

THAT the regularly scheduled meetings of The District of Thunder Bay Social Services Administration Board for the year 2023 be held at the TBDSSAB Headquarters, in the City of Thunder Bay and/or via Microsoft Teams, beginning at 9:00 a.m. on the following dates:

January 26, February 16, March 16, April 20, May 18, June 15, July 20, September 21, October 19, November 15, November 16, December 14;

AND THAT the next Inaugural Meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 18, 2024;

AND THAT any changes to the meeting schedule can be made by resolution of the Board.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 20/2022 (Regular Session) and Meeting No. 21/2022 (Closed Session) of TBDSSAB, held on November 17, 2022, respectively, to be confirmed.

Resolution No. 23/10

Moved by: Albert Aiello
Seconded by: Nancy Gladun

THAT the Minutes of Meeting No. 20/2022 (Regular Session) and Meeting No. 21/2022 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on November 17, 2022, respectively, be confirmed.

CARRIED

PRESENTATION

Financial Context for 2023 Budget Process

Bill Bradica, CAO advised that a presentation, which was provided under separate cover, would be presented regarding the financial context for the 2023 Budget.

Bill Bradica, CAO provided a thorough overview of the presentation relative to the Chief Administrative Officer Division and the Board and responded to questions.

Shari Mackenzie, Acting Manager, Human Resources responded to questions.

Georgina Daniels, Director, Corporate Services Division and Ken Ranta, Director, Integrated Social Services Division responded to questions.

At 11:20 a.m. Greg Johnsen, Board Member left the meeting.

Bill Bradica, CAO provided further information and clarification and responded to questions.

At 11:43 a.m. Dominic Pasqualino, Board Member left the meeting and Greg Johnsen, Board Member joined the meeting.

Ken Ranta, Director, Integrated Social Services Division provided further information and clarification.

Georgina Daniels, Director, Corporate Services Division provided further information.

At 12:30 p.m. the Board Chair called for a lunch break and Dominic Pasqualino, Board Member joined the meeting.

At 1:06 p.m. the meeting reconvened with all members of the Board and Administration in attendance.

Georgina Daniels, Director, Corporate Services Division provided a thorough overview of the Corporate Services section of the presentation and responded to questions.

Bill Bradica, CAO responded to questions and provided clarification.

Ken Ranta, Director, Integrated Social Services Division provided a thorough overview of the Integrated Social Services Division presentation and responded to questions.

Bill Bradica, CAO provided clarification and responded to questions.

REPORTS OF ADMINISTRATION

2022 Reserve and Reserve Fund Strategy Update

Report No. 2023-01 (Corporate Services Division), relative to providing the Board with the annual update to the Reserve and Reserve Fund Strategy for TBDSSAB was presented for consideration.

Georgina Daniels, Director, Corporate Services Division responded to questions.

Bill Bradica, CAO responded to questions and provided clarification.

Resolution No. 23/11

Moved by: Albert Aiello
Seconded by: Kasey Etreni

THAT with respect to Report No. 2023-01 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the 2022 Reserve Fund Strategy provided within the Report;

AND THAT the necessary By-law be presented to the Board, for consideration.

CARRIED

CORRESPONDENCE

Rural Ontario Municipal Association 2023
Position Papers

Township of Conmee Resolution No. 2022-208, passed at the December 6th Council Meeting relative to supporting the position papers approved by the TBDSSAB Board at the November 17, 2022 Board Meeting was presented for information of the Board.

BY-LAWS

NEXT MEETING

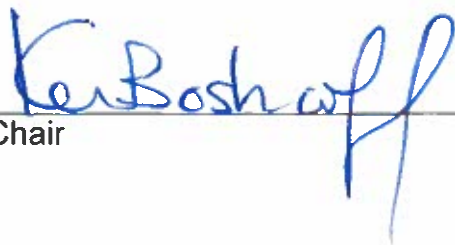
The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 26, 2023 at 9:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.

ADJOURNMENT

Resolution No. 23/12

Moved by: Nancy Gladun
Seconded by: Kasey Etreni

THAT the Inaugural Board Meeting No. 01/2023 of The District of Thunder Bay Social Services Administration Board, held on January 12, 2023, be adjourned at 2:01 p.m.



Chair



Chief Administrative Officer