



**MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 13/2023  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

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**DATE OF MEETING:** June 15, 2023

**TIME OF MEETING:** 9:06 a.m.

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

**CHAIR:** Ken Boshcoff

**PRESENT:**

Albert Aiello  
Ken Boshcoff  
Anne-Marie Bourgeault  
Meghan Chomut  
Nancy Gladun  
Brian Hamilton  
Greg Johnsen  
Elaine Mannisto  
Jim Moffat  
Dominic Pasqualino  
Mark Thibert  
Jim Vezina

**OFFICIALS:**

Bill Bradica, Chief Administrative Officer  
Georgina Daniels, Director, Corporate Service Division  
Ken Ranta, Director, Integrated Social Services Division  
Glenda Flank, Recording Secretary

**GUESTS:**

Roxanne Brunelle Crupi, Manager, Human Resources  
Crystal Simeoni, Manager, Housing Programs  
Keri Greaves, Manager, Finance  
Larissa Jones, Communications Assistant

**REGRETS:**

Kasey Etreni  
Kathleen Lynch

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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 item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

**BOARD MEETING**

DISCLOSURES OF INTEREST

None.

At 9:06 a.m., Bill Bradica, Chief Administrative Officer, Georgina Daniels, Director, Corporate Services Division, Ken Ranta, Director, Integrated Social Services Division, Glenda Flank, Recording Secretary and Larissa Jones, Communications Assistant left the meeting.

## REPORTS OF ADMINISTRATION

### Chief Administrative Officer Performance Evaluation

Verbal update was provided by Ken Boshcoff, Board Chair regarding the Chief Administrative Officer performance evaluation.

Roxanne Brunelle, Manager, Human Resources provided an overview of the evaluation process and responded to questions.

On consensus, the CAO Performance Evaluation to be added to the Closed Session Agenda in September for the Board to review and discuss.

Verbal update was provided by Ken Boshcoff, Board Chair regarding the Chief Administrative Officer Position.

Roxanne Brunelle, Manager, Human Resources provided an overview of the evaluation process and responded to questions.

On consensus, the CAO Performance Evaluation to be added to the Closed Session Agenda in September for the Board to review and discuss.

At 9:14 a.m. Bill Bradica, Chief Administrative Officer, Georgina Daniels, Director, Corporate Services Division, Ken Ranta, Director, Integrated Social Services Division, Glenda Flank, Recording Secretary and Larissa Jones, Communications Assistant joined the meeting and Roxanne Brunelle, Manager, Human Resources left the meeting.

### TBDSSAB Legal Opinions

Bill Bradica, CAO provided an overview of two past legal opinions regarding declaring a conflict of interest and responded to questions.

At 9:28 a.m. Keri Greaves, Manager Finance and Crystal Simeoni, Manager, Housing Programs joined the meeting.

### Andras Court Property Lease

Report No. 2023CS-06 (Integrated Social Services Division) was presented to the Board providing information related to the lease agreement for R.K. Andras Court (120-122 Cumberland Street North, Thunder Bay) and options recommended by Administration.

Ken Ranta, Director, Integrated Social Services Division provided an overview of the report, provided further information and responded to questions.

Bill Bradica, CAO provided clarification.

ADJOURNMENT

Resolution No. 23/CS06

Moved by: Nancy Gladun  
Seconded by: Albert Aiello

THAT the Board (Closed Session) Meeting No. 13/2023 of The District of Thunder Bay Social Services Administration Board, held on June 15, 2023, be adjourned at 9:47 a.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED



Chair



Chief Administrative Officer