



MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 16/2023
OF

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: October 19, 2023

TIME OF MEETING: 10:03 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
Kasey Etreni
Nancy Gladun
Brian Hamilton
Greg Johnsen
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Mark Thibert
Jim Vezina

OFFICIALS:

Bill Bradica, Chief Administrative Officer
Georgina Daniels, Director, Corporate Services Division
Glenda Flank, Recording Secretary
Roxanne Brunelle Crupi, Manager, Human Resources
Crystal Simeoni, Manager, Housing Programs
Louise Piercey, Manager, Child Care & Early Years Programs
Jennifer Lible, Manager, Social Assistance Programs
Michelle Wojciechowski, Manager, Intake & Eligibility
Kristyn Lovato-Day, Data & Research Analyst
Carole Lem, Communications & Engagement Officer
Larissa Jones, Communications Assistant

GUESTS:

REGRETS:

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. 23/83

Moved by: Albert Aiello
Seconded by: Nancy Gladun

THAT with respect to the agenda for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for October 19, 2023, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 14/2023 (Regular Session) and Meeting No. 15/2023 (Closed Session) of TBDSSAB, held on September 21, 2023, respectively, were presented to the Board.

Resolution No. 23/84

Moved by: Jim Moffat
Seconded by: Kathleen Lynch

THAT the Minutes of Meeting No. 14/2023 (Regular Session) and Meeting No. 15/2023 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on September 21, 2023, respectively, be confirmed.

CARRIED

CLOSED SESSION MEETING

Administration presented a recommendation to the Board to adjourn to a closed meeting relative to receipt of information with respect to personal matters regarding identifiable individuals, including members of the Administration regarding the CAO Performance Evaluation.

Resolution No. 23/85

Moved by: Albert Aiello
Seconded by: Greg Johnsen

THAT the Board adjourn to a closed meeting relative to receipt of information with respect to personal matters regarding identifiable individuals, including members of the Administration regarding the Chief Administrative Officer Performance Evaluation.

CARRIED

PRESENTATION

Financial Context for 2024 Budget Process

Bill Bradica, CPA, Chief Administrative Officer and Georgina Daniels, FCPA, FCA, Director – Corporate Services provided a presentation regarding the financial context for the 2024 Budget.

Bill Bradica, CPA, CAO provided an introduction to the Financial Context presentation to be made, provided an overview of the budget history and 2024 impacts sections and responded to questions.

Georgina Daniels FCPA, FCA Director, Corporate Services Division provided clarification to the 2024 impacts section of the presentation, provided an overview of the Assets and Liabilities, history of reserve funds and debt payments sections and responded to questions.

At 11:16 a.m. Mark Thibert, Board Member left the meeting.

Bill Bradica, CPA, CAO reviewed the areas of impact for 2024 and 2025, provided information on possible items of advocacy for the Rural Ontario Municipal Association meeting and responded to questions.

At 11:24 a.m. Mark Thibert, Board Member joined the meeting.

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

REPORTS OF ADMINISTRATION

2023 Reserve and Reserve Fund Strategy Update

Report No. 2023-38 (Corporate Services Division), relative to providing the Board with the annual update to the Reserve and Reserve Fund Strategy for TBDSSAB, for consideration.

Resolution No. 23/86

Moved by: Elaine Mannisto
Seconded by: Kasey Etreni

THAT with respect to Report No. 2023-38 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the 2023 Reserve Fund Strategy provided within the Report.

CARRIED

At 11:42 a.m. Bill Bradica, CAO declared a perceived conflict of interest and left the meeting, Meghan Chomut, Board Member also left the meeting.

2023/24 Housing Portfolio Insurance Contract

Report No. 2023-39, (Corporate Services Division) relative to providing the Board with the results of the 2023/24 property insurance quotation process for the TBDSSAB direct-owned housing portfolio and Administration's recommendation, for consideration.

Georgina Daniels, Director, Corporate Services Division provided an overview of the report and responded to questions.

At 11:54 Meghan Chomut, Board Member joined the meeting.

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

At 11:57 a.m. Greg Johnsen, Board Member left the meeting.

Resolution No. 23/87

Moved by: Albert Aiello
Seconded by: Nancy Gladun

THAT with respect to Report No. 2023-39 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, accept the property insurance quotation provided by Marsh Canada Limited, in the amount of \$1,021,933;

AND THAT the Director, Corporate Services Division be authorized to bind coverage and complete any administrative requirements of the insurance renewal process.

CARRIED

At 12:05 p.m. Bill Bradica, CAO joined the meeting and a break for lunch was called.

At 12:30 p.m. the meeting reconvened and Kristyn Lovato-Day, Data & Research Analyst and Michelle Wojciechowski, Manager, Intake & Eligibility joined the meeting.

Process Reviews Update

Report No. 2023-40, (Chief Administrative Officer Division) was presented to the Board providing the Board with an update on process reviews and their outcomes.

2023 Ontario Works Client Satisfaction Survey Results

Report No. 2023-41, (Chief Administrative Officer Division) was presented to the Board providing the results from the 2023 Ontario Works Client Satisfaction Survey.

Bill Bradica, CAO responded to questions.

Kristyn Lovato-Day, Data & Research Analyst responded to questions.

Update on the Attainment of TBDSSAB's Service Level Standards

Report No. 2023-42, (Integrated Social Services Division) was presented to the Board providing information regarding the Service Level Standards established by the province for community housing and Administration's recommended strategies to meet these standards.

Crystal Simeoni, Manager, Housing Programs provided an overview of the service level standards and responded to questions.

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

Resolution No. 23/88

Moved by: Brian Hamilton
Seconded by: Albert Aiello

THAT with respect to Report No. 2023-42 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, receive the report as presented and approve the multi-year strategy for the attainment of TBDSSAB's Service Level Standards as presented;

AND THAT Administration provide a report to the Board annually to outline the progress towards meeting the Service Level Standards.

CARRIED

Homelessness Prevention Efforts

Memorandum from Ken Boshcoff, Board Chair dated October 11, 2023 relative to requesting that a discussion regarding the above noted be held, for information only.

Bill Bradica, CAO provided an overview of the email that was distributed prior to the meeting, provided further information and clarification and responded to questions.

Michelle Wojciechowski, Manager, Intake & Eligibility provided further information and responded to questions.

Crystal Simeoni, Manager, Housing Programs responded to questions.

Bill Bradica, CAO provided clarification.

CORRESPONDENCE

BY-LAWS

NEXT MEETING

The next meetings of The District of Thunder Bay Social Services Administration Board will be held on Thursday, November 15, 2023 at 1:00 p.m. and November 16, 2023 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.

ADJOURNMENT

Resolution No. 23/89

Moved by: Elaine Mannisto
Seconded by: Nancy Gladun

THAT the Board Meeting No. 16/2023 of The District of Thunder Bay Social Services Administration Board, held on October 19, 2023, be adjourned at 1:02 p.m.



Chair



Chief Administrative Officer