



**MINUTES OF INAUGURAL BOARD (CLOSED SESSION) MEETING NO. 02/2024
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: January 18, 2024

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: Brian Hamilton

PRESENT:

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

OFFICIALS:

Roxanne Brunelle Crupi, Manager, Human Resources
Shari Mackenzie, Senior Human Resources Officer
Glenda Flank, Recording Secretary

GUESTS:

REGRETS:

Greg Johnsen

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.

REPORTS OF ADMINISTRATION

Chief Administrative Officer Position

Memorandum from Roxanne Brunelle Crupi, Manager, Human Resources dated January 5, 2024 was presented to the Board providing draft Terms of Reference relative to the establishment of a CAO Hiring Committee.

Roxanne Brunelle, Manager, Human Resources provided an overview of the Terms of Reference, reviewed the recommendations being proposed by Administration and responded to questions.

An election was held to appoint members to the CAO Hiring Committee as noted in the Terms of Reference.

A draft Media Release relative to the announcement of the retirement of Bill Bradica, CAO was provided for the Board's review and comment.

A discussion was held and on consensus, an addition of the CAO being a resident of Thunder Bay and amendment to the quotations in the media release were provided.

Roxanne Brunelle Crupi, Manager, Human Resources confirmed the direction of the Board for the direction of the CAO hiring Committee

NEW BUSINESS

None.

ADJOURNMENT

Resolution No. 24/CS01

Moved by: Kasey Etreni
Seconded by: Kathleen Lynch

THAT the Board (Closed Session) Meeting No. 02/2024 of The District of Thunder Bay Social Services Administration Board, held on January 18, 2024, be adjourned at 11:03 a.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED



Chair



Secretary/Chief Administrative Officer