



## BOARD OF DIRECTORS MEETING

### MINUTES

**September 28, 2020**

**11:34 a.m. – 1:45 p.m.**

*Virtual Meeting via Zoom due to COVID-19*

- Attendees:** David Hennick (Chair)      Antonietta (Toni) Kovach      Arthur Smith  
Jacqueline (Jackie) Bajus      Deborah Lancaster      John Spatazzo  
Melissa Button      Claudette Mikelsons      Gary Warner  
Rosaline Dean      Ian Preyra  
Konstantine Ketsetzis      Samidha Singhal
- Recorder:** Gail Gray, Staff
- Regrets:** Father David Wilhelm  
Karen Perry, Director of Finance (staff)  
Donna Zan, Director of Child Welfare Services (staff)
- Staff:** Rocco Gizzarelli, Executive Director  
Courtney Hall, Quality Assurance Supervisor  
Crystal McPhee, Acting Human Resources Manager  
Kathryn Giannini, Sr. Administrative Assistant (observer)
- Guest:** Elaine Pilgrim, Program Supervisor, Ministry of Children, Community and Social Services

Item	Description
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| 1.0 | <b>CALL TO ORDER</b><br>The Chair declared a quorum and the meeting was called to order at 11:34 a.m.   |
| 1.1 | <u>Prayer</u><br>Jackie Bajus read a reflection to open the meeting.  |
| 1.2 | <u>Review and Approval of Agenda</u><br>The Agenda was approved as presented.   |
| 1.3 | <u>Equity Placemat</u><br>The Executive Director reviewed the Equity Lens that the Board of Directors will use in guiding its decisions as a board. |

<b>Item</b>	<b>Description</b>
<b>2.0</b>	<b>DECLARATION OF CONFLICT OF INTEREST</b> There were no conflicts of interest declared.
<b>3.0</b>	<b>REVIEW AND APPROVAL OF MINUTES</b>
3.1	<u>Approval of the June 22, 2020 Board of Director Meeting Minutes</u> The Minutes of the Board of Directors' meeting on June 22, 2020, were approved as presented.
<b>4.0</b>	<b>PRESENTATION ON CHILD WELFARE REDESIGN – Elain Pilgrim</b> The Program Supervisor spoke on the provincial government's plan on the redesign of the child welfare system, which will include engagement from the sector and communities. An overview of the 5 key pillars guiding the redesign were discussed. Agreement that child welfare design discussion/updates from program supervisor will be a standing item on board agenda.
<b>5.0</b>	<b>CONSENT AGENDA</b>
5.1	Quality Assurance & Risk Management (QA&RM) Committee Sept. 14, 2020 Minutes
5.2	QA&RM Committee's Terms of Reference (annual review)
5.3	Governance Committee Sept. 18, 2020 Minutes
5.4	Governance Committee's Terms of Reference (annual review)
5.5	Ministry Memo: CW004-20 <i>Supporting Consistency of Care for Youth Whose Care Arrangements are Scheduled to Expire During the COVID-19 Pandemic</i>
5.6	Ministry Memo: CW003-20 <i>Approved Tools for Caregiver Assessment and Pre-service Training, and for Plan of Care Development (SAFE and PRIDE, HEART and SPIRIT)</i>
5.7	Ministry Memo: CW005-20 <i>Ceasing the Practice of Birth Alerts in Ontario</i>
	On motion by Deborah Lancaster and seconded by Konstantine Ketsetzis it was resolved THAT: <b>The Consent items are approved as presented.</b> CARRIED
<b>6.0</b>	<b>COMMITTEE REPORTS</b>
6.1	<u>Quality Assurance and Risk Management Committee Report</u> The QA&RM Committee Chair provided a brief synopsis stemming from their Sept. 14, 2020 meeting and reported the committee is satisfied that the agency is performing due diligence to a high degree for risk management and takes a proactive approach to refine and interpret its data collection for service quality.

Item	Description
6.2	<p data-bbox="412 338 824 369"><u>Governance Committee Report</u></p> <p data-bbox="412 375 1495 449">The Governance Chair provided a brief synopsis stemming from their Sept. 18, 2020 meeting and as further detailed in items 6.2.1 to 6.2.3.</p>
6.2.1	<p data-bbox="412 495 634 527"><u>Board Work Plan</u></p> <p data-bbox="412 533 1495 684">The Board Work Plan details four main strategic priorities for the board to focus on for this term. There was much discussion on point number four: <i>Fostering a culture of accountability to stakeholders</i>, with particular emphasis on equity, and it was decided to make this a focal point for the Board’s upcoming retreat.</p> <p data-bbox="412 730 1495 842">On motion by Jackie Bajus and seconded by Gary Warner it was resolved THAT: <b>The Board approves the Board of Directors Work Plan dated September 18, 2020.</b> CARRIED</p>
6.2.2	<p data-bbox="412 888 841 919"><u>Youth Advisory Committee (YAC)</u></p> <p data-bbox="412 926 1495 1073">An ad hoc youth advisory committee will be struck to provide a direct link for youth’s recommendations to the Board. The make-up of the committee will encompass two board members, along with staff, and youth service recipients. The following board members volunteered to serve on the committee:</p> <ul data-bbox="461 1079 776 1157" style="list-style-type: none"><li data-bbox="461 1079 721 1115">• Samidha Singhal</li><li data-bbox="461 1121 776 1157">• Claudette Mikelsons</li></ul> <p data-bbox="412 1203 1495 1392">On motion by Jackie Bajus and seconded by Konstantine Ketsetzis it was resolved THAT: <b>The Board approves the addition of an ad hoc Youth Advisory Committee, with two Board members serving on the committee.</b> CARRIED</p>
6.2.3	<p data-bbox="412 1438 1268 1470"><u>Board Retreat for Discussion – Sat. Dec. 5 (8:30 a.m. – 12:00 p.m.)</u></p> <p data-bbox="412 1476 1495 1707">The Governance Committee Chair relayed the topic recommendations stemming from recent committee deliberations and opened the floor for discussion. It was decided the topic for the retreat would be based on the book <i>White Fragility</i> by Robin Diangelo with discussions led by a facilitator; with follow-up discussions and recommendations for moving the agency forward in this area to be held at the January board meeting.</p>
7.0	<b>FINANCE</b>
7.1	<p data-bbox="412 1787 1062 1818"><u>Statement of Operations April 1 - August 31, 2020</u></p> <p data-bbox="412 1824 1495 1892">The Executive Director reviewed the agency’s April 1 -August 31, 2020 statement of operations.</p>

<b>Item</b>	<b>Description</b>
7.2	<p><u>Attestation</u> The Executive Director read the Attestation for August 2020.</p>
8.0	<p><b>CHAIRMAN'S REPORT</b> The Chairman reported on activities recently undertaken for sector board chairs with a focus to lead change in the areas of:</p> <ul style="list-style-type: none"><li>• Equity Statement (including anti-black and anti-Indigenous reference)</li><li>• Race Based Data</li><li>• Board reflective of the community it serves</li><li>• Linking the Executive Directors performance to equity work</li></ul>
9.0	<p><b>REPORT OF THE EXECUTIVE DIRECTOR</b> The Executive Director provided the following highlights from his report:</p> <ul style="list-style-type: none"><li>• Temporary Pandemic Pay from Ministry is complete and unused funds will be returned to the Ministry.</li><li>• Ministry directive on <i>Ceasing Birth Alerts</i> will move forward to zero alerts as part of Indigenous Reconciliation. A requirement of the board will be to sign-off on the process in October 2020.</li><li>• French Language Partial Designation for the agency is expected to be announced on October 25, 2020.</li><li>• Agency staff member has been appointed to the Ontario Premier's Council on Equality of Opportunity (advisory group that will provide advice with respect to how young people can overcome social and economic barriers to support government with long-term actions to support youth during the pandemic).</li><li>• Ministry directive on the use of the HEART and SPIRIT tools was issued to use the tools as an alternative to SAFE and PRIDE, if deemed more culturally appropriate for the assessment and training of Indigenous and non-Indigenous foster parents (including kinship care), customary caregivers and prospective adoptive parents for Indigenous children and youth. The agency will be implementing these tools with the support of the Association of Native Child and Family Services Agencies of Ontario (ANCFSAO) with support from the Ministry of Children, Community and Social Services.</li></ul>

On motion by Melissa Button and seconded by Deborah Lancaster it was resolved THAT:

**The Board receives the Executive Director's Report for September 2020.**

CARRIED

Item	Description
9.1	<p><u>Executive Director Succession Plan Annual Approval</u> The Executive Director confirmed the Executive Director succession plan, as per Board policy.</p>
9.2	<p><u>Memo on COVID-19 Updates</u> The Executive Director provided highlights from his memorandum stating:</p> <ul style="list-style-type: none"><li>• Senior leadership has worked closely with the Ministry, the Ontario Association of Children's Aid Societies, and public health on protocols for the safety of its employees, volunteers, and service recipients.</li><li>• Will encourage employees to obtain a flu vaccine as per public health recommendations.</li></ul> <p>The Board Chair acknowledged senior leadership's care and attention to risk mitigation on implementing safety protocols to all personnel associated with the agency.</p>
9.3	<p><u>2019-2020 OACAS Annual Report</u> The Executive Director provided the Ontario Association Children's Aid Societies' (OACAS) annual report for the board's information.</p>
10.0	<p><b>IN CAMERA</b> On motion by Ian Preyra and seconded by Konstantine Ketsetzis it was resolved THAT: <b>The Board move in camera.</b> CARRIED</p>
11.0	<p><b>ADJOURNMENT</b> The Chair adjourned the meeting at 1:45 p.m.</p>



David Hennick, Board Chair



Gail Gray, Recording Secretary