



BOARD OF DIRECTORS MEETING

MINUTES

March 29, 2021

11:36 a.m. – 1:49 p.m.

Virtual Meeting via Zoom due to COVID-19

- Attendees:** David Hennick, Chair Deborah Lancaster Arthur Smith
Jacqueline (Jackie) Bajus Claudette Mikelsons John Spatazzo
Rosaline Dean Ian Preyra Gary Warner
Konstantine Ketsetzis Samidha Singhal
- Recorder:** Gail Gray, Staff
- Regrets:** Melissa Button Antonietta (Toni) Kovach Father David Wilhelm
- Staff:** Rocco Gizzarelli, Executive Director
Karen Perry, Director of Finance
Scott MacPhee, Director of Finance, incoming
Donna Zan, Director of Child Welfare Services
Krystal Buxo, Service Director, Permanency
- Guests:** Elaine Pilgrim, Program Supervisor, Ministry of Children, Community and Social Services (MCCSS)
Jessica Gross, MCCSS, Manager of Licensing and Compliance Unit
Felicia Racinkas, MCCSS, Manager of Licensing and Compliance Unit

Item Description

- 1.0 CALL TO ORDER**
The Chair declared a quorum and called the meeting to order at 11:36 a.m.
- 1.1 Land Acknowledgement
John Spatazzo read the Land Acknowledgement.
- 1.2 Prayer
Rocco Gizzarelli provided a reflection to open the meeting.
- 1.3 Equity Placemat
The Chair reviewed the Equity Lens that the Board of Directors will use in guiding its decisions as a board.

Item	Description
1.4	<u>Review and Approval of Agenda</u> The Agenda was approved as presented.
1.5	<u>Director of Finance - Retirement Acknowledgement</u> Acknowledgement of Karen Perry, Director of Finance on her retirement from the Catholic Children’s Aid Society of Hamilton and for the many years of professional management of the financial and building operations of the agency.
2.0	DECLARATION OF CONFLICT OF INTEREST There were no conflicts of interest declared.
3.0	REVIEW AND APPROVAL OF MINUTES 3.1 The Minutes of the February 22, 2021 Board of Directors meeting were approved as presented.
4.0	CONSENT AGENDA 4.1 CCASH Financial Attestation February 2021 4.2 ADM Memo re York CAS Work Plan 4.3 Brant FACS Communication to Community Partners 4.4 Governance Committee Mar. 4, 2021 Minutes 4.5 Nominating Committee Mar. 11, 2021 Minutes 4.6 Youth Advisory Committee Mar. 17, 2021 Minutes 4.7 Quality Assurance and Risk Management Committee Mar. 23, 2021 4.8 Board to Board Summary Report– February 2021 4.9 CCASH Executive Director Kindness Note 4.10 Ontario Child Welfare LGBT2SQ+ Organisation Self-Assessment 4.11 CCASH Response to Vatican Statement on Same Sex Unions On motion by Konstantine Ketsetzis and seconded by Ian Preyra it was resolved THAT: The Consent items are approved as presented. CARRIED
5.0	COMMITTEE REPORTS 5.1 <u>Governance Committee Report</u> 5.1.1 <u>Board Assessment Survey</u> On motion by Jackie Bajus and seconded by Gary Warner it was resolved THAT: The Board approves hiring tng Consultant Inc. to administer the Governance Indicator survey for the Board of Directors participation. CARRIED

Item	Description
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5.1.2 Board Composition Survey Results

There were a lower number of board members who reported to be communicants of the Catholic faith and this will be resolved by clarification of the question for next year's survey.

5.1.3 4.1.3 Relationship and Engagement Policy

On motion by Jackie Bajus and seconded by Deborah Lancaster it was resolved THAT:
The Board approves the 4.1.3 Relationship and Engagement Policy to stand as presented, with no revisions being required.
CARRIED

5.1.4 4.1.4 Quality Policy

On motion by Jackie Bajus and seconded by Claudette Mikelsons it was resolved THAT:
The Board approves the 4.1.4 Quality Policy to stand as presented, with no revisions being required.
CARRIED

5.1.5 Board Meeting Timeframe

On motion by Jackie Bajus and seconded by Rosaline Dean it was resolved THAT:
The Board approves the 2021-22 board meeting schedule for September to June to be the last Monday of each month at 11:30 a.m.-1:30 p.m. with a combination of in-person and virtual meetings as the pandemic allows. The June meeting will be scheduled on an earlier Monday to accommodate the Annual General Meeting.
CARRIED

As required, ad hoc committee meetings of the board will aim for a 12:00 – 1:00 p.m. timeframe - Monday to Thursday, as scheduling allows.

5.1.6 Equity Statement

As the Board approved the statement with a minor amendment at the February Board meeting the final copy was presented for reference. A communication plan on the launch of the Equity Statement to the community will be forthcoming.

5.1.7 Acknowledgement

Upon reflection, further deliberation is required on the Acknowledgement document. A revised draft will be brought before the Board.

Item	Description
5.2	<u>Nominating Committee Report</u> All current board members, except one whose term will be completed, will return for the next 2021-22 term. The process of recruitment is currently underway to address succession planning for upcoming term completions and to address needed diversity.
5.3	<u>Quality Assurance and Risk Management Committee Report</u> The Committee was provided a satisfactory overview of the agency's Extended Care Review, Performance Indicators, Balanced Scorecard, and Risk Management. The Society and its staff were commended for achieving an outstanding 95% result in full or high compliance on the Extended Care Review performed by the Ministry.
5.4	<u>Youth Advisory Committee Report</u> The committee will focus on three key areas in its upcoming meeting deliberations: <ul style="list-style-type: none">• Accountability to Youth-in-care• Enhanced Training for Foster Parents• Mentorship for Youth-in-care
6.0	FINANCE
6.1	<u>Statement of Operations</u> The Finance Director presented the Statement of Operations for February 2021.
7.0	ACCOUNTABILITY ITEMS
7.1	<u>Ministry Risk Assessment</u> An educational presentation was provided explaining the process for children's aid societies submitting their risk assessment evaluation as per Ministry requirement.
7.2	<u>Memo – Risk Assessment Attestation</u> Confirmation that the agency's <i>Risk Assessment Attestation</i> has been submitted to the Ministry.
7.3	<u>Identity Based Dashboard</u> The <i>Identity Based Dashboard</i> was introduced to address the overrepresentation of black and Indigenous youth service recipients at the agency. The report will serve as a base starting point and will be presented to the Board on a monthly basis.
7.4	<u>Local Director Qualifications - for information</u> Confirmation the <i>Local Director Qualifications</i> has been submitted to the Ministry.

Item	Description
8.0	CHAIRMAN'S REPORT The Chair provided his report.
9.0	REPORT OF THE EXECUTIVE DIRECTOR On motion by Konstantine Ketsetzis and seconded by John Spatazzo it was resolved THAT: The Board receive the Executive Director's Report for March 2021. CARRIED
9.1	<u>Truly Dedicated Video</u> A video produced by the Ontario Children's Aid Societies Association (OACAS) to acknowledge sector staff while working through the pandemic was viewed.
10.0	MINISTRY UPDATES
10.1	<u>Child Welfare Redesign - Update</u> The Program Supervisor stated Ministry conversations are continuing with the children's aid societies' Executive Directors and with OACAS on the long-term project of child welfare redesign.
10.2	<u>Outside Paid Resources Discussion</u> An educational presentation was provided on agency determinants and oversight when considering placing children and youth in Outside Paid Resources, noting the agency has a low number of youth and children currently being provided this service. The agency's continuing focus is on strengthening family-based care and a shift to providing continued care to youth based on their readiness to adulthood rather than aging out of care.
10.3	<u>Licensing and Compliance</u> An educational presentation was made by the Ministry to highlight ministry activities on the tools, data collection, and improvements being made to the residential services system, which is part of the Child Welfare Redesign project. After much discussion, the Board asked for commitment from the Ministry to assume a shared responsibility with the children's aid societies to take the lead to commit to introducing a communal database, similar to the Children Protection Information Network (CPIN) system, whereby children's aid societies can make comment on and look for information when considering a potential residential setting for children and youth; otherwise the onus is entirely on the societies to perform these checks based on the possibility of having incomplete information. The Ministry commented that there is much work being done with the residential services area under the Ministry led Child Welfare Redesign project.

Item	Description
11.0	IN CAMERA On motion by Deborah Lancaster and seconded by Rosaline Dean it was resolved THAT: The Board approves to move In Camera. CARRIED
12.0	ADJOURNMENT The Chair adjourned the meeting at 1:49 p.m.



David Hennick, Board Chair



Gail Gray, Recording Secretary