



## BOARD OF DIRECTORS MEETING

# MINUTES

October 25, 2021

11:35 a.m. – 1:25 p.m.

*Virtual meeting via Zoom due to Pandemic*

**Attendees:** David Hennick, Chair      Anthony Frisina      Samidha Singhal  
Jackie Bajus      Toni Kovach      Arthur Smith  
Melissa Button      Nora Melara-Lopez      Gary Warner  
Rosaline Dean      Michelle Rodney

**Recorder:** Gail Gray, Staff

**Regrets:** Konstantine Ketsetzis      Ian Preyra      John Spatazzo (LOA)  
Claudette Mikelsons      Father David Wilhelm

**Staff:** Rocco Gizzarelli, Executive Director  
Donna Zan, Director of Child Welfare Services  
Scott MacPhee, Director of Finance  
Marlene Dei-Amoah, Service Director, Equity, Diversity, Inclusivity

**Guests:** Elaine Pilgrim, Program Supervisor, Ministry of Children, Community and Social Services  
Dr. Barbara Fallon, University of Toronto

Item	Description
1.0	<b>CALL TO ORDER</b> The Chair declared a quorum and called the meeting to order at 11:35 a.m.
1.1	<u>Reflection</u> Gary Warner read a reflection to open the meeting.
1.2	<u>Land Acknowledgement</u> The Land Acknowledgement was read by Melissa Button.
1.3	<u>Equity Placemat</u> <a href="#">Accenture Inclusion &amp; The Power of Diversity   Accenture - YouTube</a>
2.0	<b>REVIEW AND APPROVAL OF THE AGENDA</b> The agenda was approved as presented.

- | <b>Item</b> | <b>Description</b>   |
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| <b>3.0</b>  | <b>DECLARATION OF CONFLICT OF INTEREST</b><br>There were no conflicts of interest declared.  |
| <b>4.0</b>  | <b>REVIEW AND APPROVAL OF MINUTES</b>  |
| 4.1         | The Minutes of the September 27, 2021, Board of Director’s meeting were approved as presented.   |
| <b>5.0</b>  | <b>PRESENTATIONS</b>   |
| 5.1         | <u>Ontario Incidence Study of Reported Child Abuse and Neglect</u><br>Dr. Barbara Fallon explained that the Ontario Incidence Study of Reported Child Abuse and Neglect (OIS) is designed to collect information about the children and families who are investigated by child welfare services on a periodic basis, using a standardized set of definitions, from every jurisdiction in Ontario. There have been six cycles of the study, conducted in 1993, 1998, 2003, 2008, 2013 and 2018 and she presented a review of the 2018 data results. |
| <b>6.0</b>  | <b>MINISTRY UPDATES</b>  |
| 6.1         | <u>Child Welfare Redesign Updates</u> – by Ms. Elaine Pilgrim<br>The Program Supervisor reported the Ministry is working through the community engagement stage. The Ministry is holding discussions and focus groups with community members on where potentials can be realized for different sectors working in alignment such as mental health, violence against women etc.   |
| <b>7.0</b>  | <b>CONSENT AGENDA</b>  |
| 7.1         | Monthly Financial Attestation  |
| 7.2         | Youth Advisory Ct. Oct. 5, 2021 Minutes  |
| 7.3         | Reimagine Child Welfare 2018-2023 OACAS Strategic Plan   |
| 7.4         | MCCSS West Region Memo – AO Policy Directive   |
| 7.5         | MCCSS West Region Memo-Revised Policy Directive CW 007-21  |
| 7.6         | Sept Board Presidents Vaccine Policies   |
|             | <br>On motion by Rosaline Dean and seconded by Michelle Rodney it was resolved THAT:<br><b>The Consent items are approved as presented.</b><br>CARRIED   |
| <b>8.0</b>  | <b>COMMITTEE REPORTS</b>   |
| 8.1         | <u>Youth Advisory Committee Report</u><br>The Committee Chair reported discussions on the Youth Advisory Work Plan are continuing and feedback is actively being incorporated into some of the upcoming agency initiatives such as partnering with Big Brothers Big Sisters of Hamilton for a Youth Mentorship Program; a call out to youth who might be interested in participating in the Foster Parents training program; and the potential for a Youth Ambassador.   |

Item	Description
9.0	<b>FINANCE</b>
9.1	<u>Statement of Operations</u> The Finance Director reviewed the agency's April 1 – August 31, 2021 statement of operations. The agency is closely tracking its financial obligations of the previously reported deficit and noted some of the original cost expectations have decreased slightly. The overall budget issue stemming from changes to the funding allocation from the Ministry's moratorium youth aging-out-of-care policy directive is under consideration by the Ministry.
9.2	<u>Auditor Services – Results of Request for Proposals</u> On motion by Arthur Smith and seconded by Melissa Button it was resolved THAT: <b><i>The Board approves the appointment of HGK Partners for the Auditors for the Catholic Children's Aid Society of Hamilton for the fiscal years F2022 through F2026.</i></b> CARRIED
10.0	<b>ACCOUNTABILITY ITEMS</b>
10.1	Identity Based Dashboard
10.2	Memo: Cyber-Security Risk Assessment
10.3	Memo: Accountability Agreement
10.4	Memo: Factual Certificate BPS Oct. 2021
10.5	Memo: Business Continuity COVID-19 Update
10.6	Memo: French Language Services
10.7	Q2 CCASH Service Plan 2021-22
10.8	FLS QIP (French Language Services Quality Improvement Plan)

The Executive Director spoke to the above accountabilities and highlighted the following:

- The agency is continuing its progress on interpreting Identity Based data for operationalizing to reduce the overrepresentation of Indigenous and Black Canadians service recipients:
  - Service policies have been redeveloped and updated through an equity lens.
  - Foster Parent Training has cultural enlightening incorporated.
- There has been an increased reliance on technology through the pandemic from staff working from home and staff and service recipients relying on virtual platforms. The agency has relied on the Ministry's review of risks to the child welfare sector, and the agency's information systems staff for implementing safeguard methods on its network and continued training to staff on cyber security.
- The Accountability Agreement is an annual briefing of the items the Board is responsible for under the Broader Public Sector Accountability.

Item	Description
	<ul style="list-style-type: none"><li>• Factual Certificate is an annual attestation that the agency is following all requirements under the Broader Public Sector Accountability.</li><li>• The agency's Business Interruption Continuity Plan was extended due to the continuing pandemic and provided an update to the plan through COVID-19.</li><li>• The French Language Quality Improvement Plan is its attestation submission to the Ministry to state the agency is meeting its requirements of partial French Language Services designation.</li></ul>
11.0	<b>BOARD CHAIR REPORT</b> The Board Chair provided his report highlighting the meeting held with the Program Supervisor of the Ministry of Children, Community and Social Services to address concerns about the agency's funding allocation with respect to the impact of the Ministry's moratorium extension of youth aging-out-of-care.
12.0	<b>REPORT OF THE EXECUTIVE DIRECTOR</b> The Executive Director provided the following highlights from his report: <ul style="list-style-type: none"><li>• Equity Audit Report performed on the agency will be presented to the Board at an upcoming meeting.</li><li>• 98% of agency staff have been double vaccinated against COVID-19.</li></ul> <p>On motion by Jackie Bajus and seconded by Rosaline Dean it was resolved THAT: <b>The Board receive the Executive Director's Report for October 2021.</b> CARRIED</p>
13.0	<b>ADJOURNMENT</b> The Chair adjourned the meeting at 1:25 p.m.



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David Hennick, Board Chair



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Gail Gray, Recording Secretary