



## BOARD OF DIRECTORS MEETING

# MINUTES

March 28, 2022

11:36 a.m. – 1:30 p.m.

*Virtual meeting via Zoom due to Pandemic*

**Attendees:** David Hennick, Chair      Nora Melara-Lopez      Samidha Singhal (left at 12:40 pm)  
Jackie Bajus      Claudette Mikelsons      John Spatazzo  
Melissa Button      Father David Wilhelm      Gary Warner  
Rosaline Dean      Michelle Rodney      Anthony Frisina (left at 12:40pm)  
Toni Kovach      Arthur Smith

**Recorder:** Kristin Prince, Staff

**Regrets:** Ian Preyra      Ujyara Farooq, Program Supervisor, MCCSS.  
Konstantine Ketsetzis

**Staff:** Rocco Gizzarelli, Executive Director  
Donna Zan, Director of Child Welfare Services  
Scott MacPhee, Director of Finance  
Krystal Buxo, Service Director, Permanency  
Marlene Dei-Amoah, Service Director, Equity, Diversity, Inclusivity  
Trevor Allen, Service Director Protection  
Renu Manocha, Director of Human Resources  
Roger Ali, Director, Fund Development and Communications

### Item

#### 1.0 CALL TO ORDER

The Chair declared a quorum and called the meeting to order at 11:36 a.m.

#### 1.1 Reflection

Claudette Mikelsons provided the reflection to open the meeting.

#### 1.2 Land Acknowledgement

The Land Acknowledgement was read by Rosaline Dean

#### 1.3 Equity Placemat

The Chair spoke to the Equity Lens that the Board will use in its deliberations on agency business. The Chair asked the Board to keep in mind the Equity lens throughout the meeting.

**Item**

**2.0 REVIEW AND APPROVAL OF THE AGENDA**

The agenda was approved as presented.

**3.0 DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest declared.

**4.0 REVIEW AND APPROVAL OF MINUTES**

4.1 The minutes of the February 28, 2022, Board of Director's meeting were approved as presented.

**5.0 PRESENTATIONS**

5.1 The Director of Fund Development & Communications presented an overview of the Catholic Children's Aid Society of Hamilton's plans for Fund Development and Communications.

**6.0 CONSENT AGENDA**

6.1 Monthly Financial Attestation

6.2 Fundraising Ct. Mar. 1, 2022, Minutes

6.3 Fundraising Ct. Terms of Reference

6.4 Governance Ct. Mar. 17, 2022, Minutes

6.5 Youth Advisory Ct. March 3, 2022 Minutes

6.6 Youth Advisory Ct. Terms of Reference

6.7 Effective Board Meetings Guide

6.8 Director Fundamentals Handbook

6.9 Fostering a Culture of Accountability Handbook

6.10 tng Governance Refresher Slides

6.11 Board to Board Report

6.12 Report - Pride at Work - Visibility and Experiences of 2SLGBTQ+ Staff in Ontario's Child Welfare Sector

6.13 Handout - Pride at Work

6.14 Long Lost Sister Article – Hamilton Spectator

6.15 Hamilton Catholic Schools to fly Rainbow Pride flag in June - Hamilton Spectator

6.16 HCCAS Executive Director Congratulations Letter - Mar-2022

6.17 Letter to CW Sector Leaders from AOP Roundtable

6.18 Response form ELS Group to AOP Roundtable Letter

~~6.19 Audit Planning Letter HGK~~

6.20 Pat McInnes Retirement Announcement

Item 6.19 – to be struck from the March Agenda and deferred to the April agenda.  
On motion by Dr. Gary Warner and seconded by Rosaline Dean it was resolved THAT:

**The Consent items are approved as amended.**

CARRIED

**Item**

**7.0 COMMITTEE REPORTS**

7.1 Fundraising Committee Report

Arthur Smith presented the Fundraising Committee Report

7.2 Youth Advisory Committee Report

Samidha Singhal, Youth Advisory Committee Chair presented the Youth Advisory Committee Report.

7.3 Governance Committee Report

Toni Kovach, Governance Committee Chair presented the Governance Committee Report.

It was suggested by the Governance Committee that as part of the next term board workplan, the Board polices and procedures be reviewed through a Diversity, Equity & Inclusion lens and moving forward the Board seek out suppliers whose organizational/corporate values align with those of the Agency.

On motion by Toni Kovach and seconded by Michelle Rodney it was resolved THAT:  
**The Board approves hiring tng Consultant Inc. to administer the Governance Indicator survey in April 2022 for the Board of Directors participation.**

CARRIED

On motion by Toni Kovach and seconded by Nora Melara-Lopez it was resolved THAT:  
**The Board approves the Board 1.2.4 Director (Re) Orientation and Onboarding Policy as amended.**

CARRIED

On motion by Toni Kovach and seconded by Rosaline Dean it was resolved THAT:  
**That the Board approves the Board 1.2.5 Director Development Policy as presented.**

CARRIED

**8.0 FINANCE**

8.1 Finance Statement April 1, 2021 – Feb 28, 2022

The Director of Finance spoke to the financial statement projecting a balanced budget.

8.2 Statement of Operations

The Director of Finance presented and reviewed the year-to-date ending Feb 28, 2022 Statement of Operations.

**9.0 ACCOUNTABILITY ITEMS**

9.1 Identity Based Dashboard

**Item**

The Board reviewed the dashboard as part of its monthly accountability and tasked the agency staff with how they might incorporate a reference to poverty or income measurements into the dashboard as the common thread in all referrals, is poverty.

The Agency is working towards better educating referents about the duty to report and the overrepresentation of Black, Indigenous, Latino and Racialized youth in the system.

The Board asked the Director of Child Welfare Services to clarify the language in the Identity Based Data report regarding the overrepresentation and underrepresentation of the groups of children being tracked in the data.

**10.0 BOARD CHAIR REPORT**

The Executive Director Recruitment process continues with the Selection Committee working with the chosen firm.

**11.0 REPORT OF THE EXECUTIVE DIRECTOR**

The Executive Director shared his report with the Board.

On motion by David Hennick and seconded by Toni Kovach it was resolved THAT:

**The Board receive the Executive Director's Report for March 2022.**

CARRIED.

**12.0 IN CAMERA**

On motion by Father David Wilhelm and seconded by Dr. Gary Warner it was resolved THAT:

**The Board move in camera.**

CARRIED

**13.0 ADJOURNMENT**

The Chair Adjourned the meeting at 1:30 p.m.



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David Hennick, Board Chair



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Kristin Prince, Recording Secretary