



Draft Minutes
Meeting of the SHIP Board of Directors via Teleconference
Wednesday March 18, 2020
SHIP
969 Derry Road East, Unit 107 – Mississauga ON L5T 2J7

Teleconferencing Information
Toll free: 1-866-602-6845 | Local: 416-933-3828 | Conference ID: 1829755

In Attendance:	John Williamson Louise Kindree Peter Beck Moyra Vande Vooren	Geoff Topping Brian E. Scott Keith Ward Randy Beyers
Regrets:	Lina Termini	
Staff:	Laurie Ridler Leslie Barnes Cory O’Handley David Marcy	Sharon Fernandes Thomas DiCarlo Lesley Nagoda

Call to Order and Welcoming Remarks:

John Williamson who welcomed new board members and guests called the meeting to order at 6:34 p.m. Sharon Fernandes was Recording Secretary.

Declaration of Conflict of Interest:

No conflict of interest declared.

Statutory Reporting:

Laurie Ridler confirmed that to the best of her knowledge that SHIP is financially and operationally compliant with expectations from legislation and all their guidelines.

Motion to approve agenda:

Moved by Louise Kindree
Seconded by Brian E. Scott
Carried

Motion to Approve Consent Agenda:

Summary of items on the Consent Agenda include:

- Recommend to approve the draft minutes from February 19, 2020
- Recommend to receive the Board Calendar

Secretary and / or  Chairman

- Recommend to receive the action item updates from the minutes of February 19, 2020
- Recommend to receive the SHIP Housing report

The board approved the items on the consent agenda for Wednesday March 18, 2020

Moved by Keith Ward
 Seconded by Randy Beyers
 Carried

Risk:

- Risk for COVID-19 is being handled very well – The CMT meets daily at 11 am – as a follow up to the meeting staff receive a daily update email.
- We are looking at going to skeleton staff at PYV and using any vacant units for containment.
- No additional risk to be reported on.

Finance

- A finance and risk committee meeting was held today
- The committee met with Grant Thornton, Melanie and Kashif who will be working on the SHIP Audit
- With COVID-19, all documents will be submitted electronically as the Auditors will not be conducting it onsite.

The Board made a motion to approve the annual audited pension statement for the year September 30th 2019

Moved by Randy Beyers
 Seconded by Louise Kindree
 Carried

The Board made a motion to approve the Highest and Best use proposal made by ASM for 183 and 185 Lakeshore.

Moved by Randy Beyers
 Seconded by Brian E Scott
 Carried

Travel and expense policy was reviewed and feedback from Scott and Randy was sent to Thomas. Thomas to create a mileage form specifically for the Board Members so that they can be reimbursed or compensated for expenses.

2020-2021 Budget Process – Thomas will provide details on the process and it will be discussed at the next Finance committee meeting.

ACTION: Randy to share the ASM Highest and Best use proposal to the rest of the Board Members to review.

Strategic Plan Update:

A written report by Lesley Nagoda was provided to the Board.

 Secretary and / or  Chairman

Lesley indicated that SHIP is 2 years into the plan – A lot of our goals in the 3 aims have increased.

Lesley has said that should we need an extension on the plan we will bring it forward with the next Strategic Plan Report

Provincial Leadership:

Health Transformation Discussion:

Due to the impact of COVID-19 they are looking at postponing all OHT development until we are over this hump

We will be looking at creating more detailed information on where we stand with each of the OHT's

If something form a governance perspective comes up, John would like for Cory to send Laurie and him communication.

Louise attended a OHT governance meeting and informed us that the OHT's are moving in the direction of management or legal entities

The governance committee is planning to create a newsletter that can be shared with other boards

Board Education and Events

Several events have been included on the calendar – if someone on the Board has an interest in attending and please send John and Laurie an email

Enhance Housing and Service Capacity:

QUALITY:

Nothing new to report. Anthony is working on a deep dive on PYV as that was identified as a risky area

Louise hope to provide more information at the next meeting

Modernization of Homes for Special Care

Laurie shared a presentation with the Board on Homes for Special Care

Legislation for Homes for Special Care has not changed in more than 56 years. This is a program that has been around since 1964. (Connie Evans)

We have been asked to take over and regulate the following:

- **Oliver House**
 - In Caledon with 47 tenants
- **Thomas Residential Home**
 - In Etobicoke with 18 tenants
- **Drenkelly Residence**
 - In Mississauga with 9 tenants

SHIP had entered into an agreement with the Ministry Capital Projects to modernize and integrate these homes in local community mental health sector.

Cory will be the lead on this project and is familiar with these homes when he worked at CAMH

We will be transferring \$1,016,300 to the operators

Secretary and / or  Chairman

We have also asked to purchase 3 vans for each of these locations.

This will take time to roll out.

- The Ministry want this to roll out summer 2020
- We will be having additional Meetings with the Ministry
- Meet Operators
- We have an upcoming signed SHIP Operator Agreement
- Program Planning
- Communication Planning – there will be no media release at this time – if there is one to be made, the Ministry will be doing it themselves.

Laurie enquired if any of the Board Members would like to partner with the SHIP Executives in conversation with the Ministry. Board Members to share their Interest with John.

Randy enquired if the ultimate goal is for these homes to operate as a not-for-profit under SHIP, then will SHIP purchase or lease the property. Janet Corbett who currently owns Oliver House is passing this property on to her daughter.

47 people live at Oliver house and each person is at a cost of \$1600 which earns the owner over a million a year, so not sure how easy it would be purchase this property.

Louise asked if any of the owners will go to the media about this, because that would certainly identify SHIP. Laurie informed Louise that SHIP is taking direction from the ministry and will develop a Q and A with them. Cory said that there will also be other agencies that will be involved in other catchment areas.

Maximize Engagement:

Client Success/Challenge Story

- JB is an 18 yr. old female that is part of the Early Psychosis Intervention Program
- EI has worked with JB when she was 16.
- She had her 1st episode at 15
- Since receiving supports form SHIP, she has had no hospital visits in 2 years.
- She also graduated at 82% average in high school
- She currently is in her second year at Sheridan College in the Early Childhood Educator course

Some of the services provided were:

- Working with guidance counsellors in school
- family teaching,
- connecting the family to psychiatry,
- medication training (injections)

All of the above services were provided in the community, at school or at the client's home.

Reason for sharing this story:

This is an example of how vital early intervention services are in a young person's recovery.

Update Amalgamation – Friends & Advocates Peel and Surrounding Areas

No update at this time. They had a bedbug issues and we sent in a bedbug expert to help them. Their funding ends in June.

Board Papers

Secretary and / or  Chairman

This was tool that was brought up at the last meeting, Thomas received a demo 2 weeks ago.

Board Papers uses SharePoint to create meetings.

Instead of having to email the board the package, they would just get the invite to the meeting with all the documents through this program. It also allows for voting, so if there is a resolution, the board can vote right in the application.

When the information is ready for the meeting, the board would get a package that looks like a book on their iPad, phone or laptop. The program allows them to comment on documents and share comments with each other. The board can also sign off electronically on documents on here.

It appears that all of the board, the executive and Sharon would need it if we were to get this application, that is about 18 users.

The cost is \$3,072.00 US a year for 18 Licenses

Thomas said that he can share the demo with the Board and recommends using it as soon as SharePoint is up and running. We will notify everyone it is ready for implementation and will have a training session in place.

New Business:

No new business was discussed.

Meeting Feedback:

No feedback was provided. Laurie said it's a great meeting.

Next Meeting:

The date of the next Board Meeting is Wednesday April 15, 2020 at SHIP Main Office

Adjournment

There being no further business brought before the Board, the meeting was declared adjourned at 8:00 p.m.

Moved by Keith Ward
Seconded by Geoff Topping
Carried

In camera Meeting

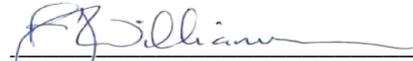
Moved by Keith Ward
Seconded by Geoff Topping
Carried

Resumption of Public Meeting

Moved by Keith Ward

Secretary and / or  Chairman

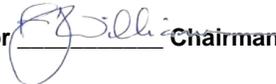
Seconded by Geoff Topping
Carried



John Williamson
Board Chair

and / or

Board Secretary

Secretary and / or  Chairman