



Minutes
Meeting of the SHIP Board of Directors via Teleconference
Wednesday April 15, 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:	n/a	
Staff:	Laurie Ridler Leslie Barnes Cory O’Handley David Marcy	Sharon Fernandes Thomas DiCarlo Lesley Nagoda Lina Termini

Call to Order and Welcoming Remarks:

John Williamson who welcomed new board members and guests called the meeting to order at 6:32 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 Scott
Carried

Motion to Approve Consent Agenda:

Summary of items on the Consent Agenda include:

- 5.1. Recommend to approve the draft minutes from March 18, 2020
- 5.2. Recommend to receive the Board Calendar

_____ Secretary and / or _____ Chairman

- 5.3. Recommend to receive the action item updates from the minutes of March 18, 2020
- 5.4. Recommend to receive the Board Operations Report

The board approved the items on the consent agenda for Wednesday April 15, 2020

Moved by Randy Beyers
 Seconded by Morya Vande Vooren
 Carried

Risk:

- No risks outstanding – a few will be covered under Quality in the QIP

Schedule G-Form of Compliance Declaration

The Board made a motion to approve this Declaration of Compliance stating to the best of the Board's knowledge and belief, SHIP has fulfilled, its obligations under the service accountability agreement (the "M-SAA") in effect during the period April 1, 2019 to March 31, 2020

Moved by Brian E Scott
 Seconded by Louise Kindree
 Carried

Finance

Thomas sent the budget out last night for the entire board to review

- Operating budget was reviewed in detail
- The budget is up to \$41.5 million
- No additional increases to base funding; as a result the salary increase will be partially offset by the Hansen reserves – this is only for a short-term basis
- Financial impacts of Covid-19 were not included in the budget
- MHOLTC may announce funding in later

The Board made a Motion to adopt the Operating Budget as submitted

Moved by Randy Beyers
 Seconded by Brian E. Scott
 Carried

The board expense travel policy was also reviewed and revised (2 minor changes) – The policy is fair and reasonable

A motion made to adopt the travel policy as submitted

Moved by Randy Beyers
 Seconded by Louise Kindree
 Carried

_____ Secretary and / or _____ Chairman

Capital/operating/special Reserves Policy:

Thomas and Laurie will be putting more research into this document and bring it to the next board meeting.

The reason to have this policy in place is because we have significant reserves and CRA could come back and deem us for profit.

Strategic Plan Update:

The next plan update is due in October; Lesley wanted to know if there is anything the Board would like to see on a monthly basis?

The Board responded that they were satisfied with the current level of reporting.

Provincial Leadership:

Health Transformation Discussion:

OHTs on hold and currently – everyone is just focusing on the Pandemic

Louise added that the Headwaters OHT is pleased with their partners. – Dufferin is developing an EOC.

Board Education and Events

No new updates.

Enhance Housing and Service Capacity:

QUALITY:

A deep dive was held at the PYV & Acorn Community – they are well along in developing a silver policy, which addresses Active Shooter.

The Quality Assurance Committee has approved a work plan and Terms of Reference. These documents will be brought to the May Meeting

Our risks are down to 6 from 16 and the focus will be on client falls.

The QIP (Quality Improvement Plan) will need to be approved by the Board, as it is due back to the CWLHIN by May 1st

QIP Review Questions:

Rent Arrears - rent collections are looking good for this month. The MOHLTC has sent us a letter stating there is one time funding to use toward clients that cannot afford to meet rent.

Some of the risks identified in the QIP have no baselines

Target Justification are from the LHINS

The Board made the motion to approve the QIP (Quality Improvement Plan) for 2020 - 2021

Moved Louise Kindree
Seconded Moyra Vande Vooren
Carried

_____ Secretary and / or _____ Chairman

Maximize Engagement:

Client Success/Challenge Story

- Is about a 58-year-old male with history of homelessness, depression, alcohol abuse, cognitive impairment and speech impairment due to a stroke.
- .SHIP Central Intake received a referral from a concerned citizen who had been seeing this individual living in the wooded area behind their home for over 3 years.
- Intake staff went out to meet with the individual for assessment and placed him on the waitlist in Oct 2017.
- Following assessment, he was referred to the SSCS program where he stayed for 3 months due to challenges finding suitable housing. In collaboration with SSCS, Intake staff and the Region of Peel Outreach Team the individual found a market-rent room rental and resided there unsupported for 1.5 years until the landlord sold the home.
- Following the loss of this housing he returned to homelessness in the woods and alcohol consumption increased significantly.
- Intake staff reengaged, In-STED services began and Region of Peel Outreach was engaged to provide mobile check-ins.
- Individual went to shelter and stayed there intermittently between December 2019 to February 2020 but had poor experiences and would continue to return to the woods despite frigid temperatures.
- HIP began assessment for housing but there was a mistrust of services. Unwillingness to openly discuss support needs led to the assessment not being fully completed. He was also considered for the Recovery Residences but deemed not to be suitable. He kept returning to homelessness despite continued efforts to offer housing options.
- Ongoing efforts between community citizen, Intake, In-STED, HIP, Outreach and EMS to get this individual out of the cold and medically assessed.
- He was taken to hospital on several occasions between Feb-March 2020 and has been treated for frost-bite to his toes and overall poor health.
- He was discharged to SSCS again and stayed for a period of time but self-discharged.

Reason for sharing this story is that it displays:

- Client resiliency
- Staff commitment to service coordination and client care
- Opportunity for system improvement – coordination with hospital, EMS, outreach, community services

Update Amalgamation – Friends & Advocates Peel and Surrounding Areas

- Friends and Advocates Peel have been off line since COVID-19
- The program is completely shut down – there has been no activity from them

New Business:

- COVID-19: Laurie has submitted documents to the Board to keep them updated on the situation.
- No staff have tested Covid \+ and only one client was diagnosed as positive – this may changed in time
- We have a sufficient supply of PPE and we have a 2 week out process where we can monitor what our needs will be.
- Level 1 and 2 clients need face to face – staff are being provided with procedural masks for these visits – but the PPE and N95's is being reserved for our nurses.

_____ Secretary and / or _____ Chairman

- We also send out communication to clients – via staff and letters (informing them of the Covid+ clients) we have also provided clients that do not have a mobile, mobile phones with a limited amount of data.
- Staff wellness is strongly promoted within SHIP. This will also be addressed at the Town Hall on April 27th – Laurie will share the information with the Board if they would like to participate at the next Town Hall.

Randy: can we offer clients masks? Lesley informed Randy that we may be receiving a donation of cloth masks – these will be provided to the clients.

Premiums are being paid to 24/7 staff.

Louise volunteered to send an appreciation letter to the staff on behalf of the Board

Laurie has asked the Board to send her any question they may have.

Meeting Feedback:

The Board enjoyed using the Teams platform.

Next Meeting:

The date of the next Board Meeting via Teams is Wednesday May 20, 2020

Adjournment

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

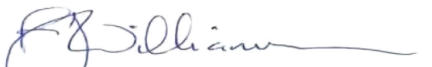
Moved by Keith Ward
 Seconded by Peter Beck
 Carried

In camera Meeting

Moved by Keith Ward
 Seconded by Peter Beck
 Carried

Resumption of Public Meeting

Moved by Keith Ward
 Seconded by Peter Beck
 Carried



 John Williamson
 Board Chair

and / or

_____ Board Secretary

_____ Secretary and / or _____ Chairman