



Minutes
Meeting of the SHIP Board of Directors
Wednesday, May 15, 2019
SHIP Head Office
969 Derry Road East, Unit 107, Mississauga ON L5T 2J7

In Attendance:	Keith Ward Robert Simeon	Louise Kindree
Via teleconference:	Randy Beyers	
Regrets:	John Williamson	
Staff:	Laurie Ridler Sharon Fernandes Anthony Mugo	Janice Peters Steven Parfeniuk David Marcy

Call to Order and Welcoming Remarks:

Louise Kindree who welcomed members and guests called the meeting to order at 6:35 p.m. Sharon Fernandes was Recording Secretary. Due to there being no Quorum at this meeting the Board was unable to make or approve any motions.

Declaration of Conflict of Interest:

No conflict of interest was declared with the exception of Janice and Louise who are part of the Headwaters Board where they agree to abide by the confidentiality of the Board.

Statutory Reporting:

Laurie 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 Consent Agenda:

Summary of items on the Consent Agenda include:

- Recommend to approve regular agenda
- Recommend to approve draft minutes April 17, 2019
- Recommend to approve action updates from the minutes of April 17, 2019
- Recommend to receive Board calendar
- Recommend to receive CFO Report 2018-2019 year end update and revenue Canada issue
- Recommend to receive CFO 2018-2019 Budget
- Recommend to receive CFO report – Tender for Auditors

Secretary and / or  Chairman

The board approves the items on the consent agenda for Wednesday May 15, 2019 as circulated with the removal of "Recommend to approve regular agenda".
 Board members requested identifying details of the possibility to purchase new property as well as from the HRTO complaint be removed from the April draft minutes.

Provincial Leadership:

Health Transformation Discussion: OHT Paper and Letter

I want to provide you with an update on the current state of the Ontario Health Teams as it relates to SHIP and the overall Health Care System.

SHIP is involved in 3 Self Assessments which were submitted today.

- Dufferin Caledon
- Brampton
- Mississauga (through the Metamorphosis Network – a network of Community Health Care Providers)

It is believed that approximately 5 teams will be selected in the first round until all Teams (30 – 50) are selected. Some 200 self assessments are expected to be submitted in this 1st round. Maturity for a Team will take approximately 3 years.

Below are the dates of steps leading to a 'group' being designated an Ontario Health Team.

Important Dates for Ontario Health Team Applicants

The Ministry of Health and Long-Term Care will continue to accept, assess and evaluate groups as they demonstrate readiness to become an Ontario Health Team.


Assessment process	Dates
Open call for self-assessments	April 3, 2019
Deadline to submit self-assessments	May 15, 2019
Selected groups will be invited to submit a full application	June 3, 2019
Deadline to submit full applications	July 12, 2019
Announce Ontario Health Teams	Fall 2019
The ministry will continue to accept, assess and evaluate groups interested in becoming an Ontario Health Team	Future deadlines will be announced

Services and programs at SHIP will continue to operate as per our usual outstanding performance as a Health Care Service and Housing Provider.

More detail will be coming at the All DAY STAFF DAY, June 5, 2019.

I am providing you with a link that is an outline of the government's vision for Ontario Health Care through Ontario Health Teams.

<http://health.gov.on.ca/en/pro/programs/connectedcare/oht/>

_____ Secretary and / or  Chairman

One of our biggest concerns is if the OHT's amalgamate; what will happen with our capital properties.

Randy enquired if it would be worth it to include in the letter that SHIP is an accredited body.

Laurie advised that she will look at the letter and see where that can fit in.

Enhance Housing and Service Capacity:

Quality

Nothing new to report - quality

Goreway Property Update

Laurie & Janice went and did a drive around the property.

There seems to be tremendous potential however, the driveways require a lot of repair and some work on the outside. A BCA (Building Condition Assessment) will be required

Laurie recommends bringing in the owner to meet with Board. This need not be at a Board meeting but could be at the actual property.

The Region of Peel is very interested in collaborating with us on this project.

A meeting is scheduled for tomorrow with CMHC, then with the region of Peel and finally with the owner.

Maximize Engagement:

Governance Update

The scheduled Governance Committee meeting for Wednesday, May 8 was cancelled as there were no new updates to report on.

Louise has not yet been able to complete additional chapters for the Governance Manual due to obligations with the Hospital OHT meetings.

There has been some success in attracting candidates for Board membership. Louise has emailed the 4 LHIN Board members recommended to SHIP. Of those four, only one person, Moyra Vande Vooren showed an expression of interest..

Louise contacted Heather Picken, a LHIN Board member and a real estate lawyer, via LinkedIn, however Heather Picken is not interested. Louise may check with her for a recommendation.

We have 3 additional candidates via postings on Charity Village and ICD:

1. Thomas Di Carlo our former auditor. (is out of the running because he is competing for the CFO position)
2. Nadeem Sunderji, a female candidate from Edmonton
3. Lian Wat Tan, from Mississauga, an IT specialist with no Board experience.

John and Louise will meet with Moyra and Lian Tan. The latter may be a prospect as a community member on a Board Committee.

Secretary and / or  Chairman

Client Success/Challenge Story

Keith is on the board of another not for housing board for the past 10 years. They have a tenant that was on a rent geared to income plan.

The clients RGI was terminated. When contacted on behalf of the client, the Region of Peel refused to reconsider the client's circumstance and said their decision was final on the termination of the subsidy.

Keith reached out to Janice and Lisa Neuman who sent Iwona to meet with this client. Iwona met with the client several times and interceded on behalf of her to the Region of Peel as well as the client's doctor. The Region is now willing to reconsider the client's case despite them having declined reversal of the decision the first time round.

Iwona has also reached out to CMHA Peel for additional case management support. Iwona is confident that the collaboration between her and the client's doctor and additional supports that clients rent subsidy may be able to be reinstated with the Region of Peel.

Update Amalgamation – Friends & Advocates Peel

- Laurie had a first meeting with Scott Brooker CEO and his staff (8 People)
- We have been challenged by the CEO of CMHA Peel on this amalgamation
- The positive is we have all the documentation from the Peace Ranch amalgamation and we can use all of the non binding documentation
- We meet on the last Wednesday of each month.

Education

Anthony Mugo, Manager of Quality assurance and Privacy officer presented to the Board on the Enterprise Risk Management Registry and Framework.

The framework looks at dealing with risk intentionally. The hope is that this document will:

- Improved client care;
- Greater transparency;
- Proactive solutions;
- Enhanced accountability; and
- Reputation management.

The document will remain a living document; and will look at risk that fall in the medium to high risk category.

Each of these categories captures certain risks facing SHIP and carries with it numerous mitigation strategies that are already in place, such as quality improvement plans or financial audits, as well as current and likely future risks that may require further evaluation and response

- Care
- Leadership
- External Relations
- Information Systems

Secretary and / or  Chairman

- Human Resources
- Financial
- Facilities
- Regulatory

The following table provides SHIP' schedule for maintaining and reporting the corporate risk registry:

Activity	Frequency	Responsibility
Identify emerging risks	Ongoing	Senior Management
ERM Input for Annual Operational Plan, budget and other planning functions	Annually (Q4)	Manager, QA
Corporate Risk Registry Item Update/Validation	Quarterly	Senior Management and Manager, QA
ERM Update to QA Board	Bimonthly	Manager, QA
ERM Update to Board	Biannually in the CEO report;	CEO
Emergent risk reporting to the Board	As required	CEO

The risk register contained 65 identified risks which have now been whittled down to 18 risks.

Randy enquired about why the risk of losing client information was not identified. Anthony informed Randy that we have very robust processes in place where we can mitigate the risk and consider this to be a lower risk.

Laurie informed the board that these risks are what we consider to be a higher operational risk. Anything over and above this will be reported to the Board if required.

New Business:

SHIP union members voted last night to ratify the tentative bargaining agreement.

The following is the Monetary Impact on SHIP:

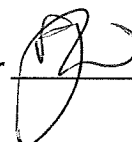
- 1 additional Personal Day after 7 years of service
- \$2,500 cap on Prescription Coverage (up by \$500.00)
- 1 GB data on all Service Staff Cell Phones (0 before)
- \$0.52 per kilometer no cap
- Additional sick day as of November 2019 (11 days)
- Additional sick day as of November 2020 (12 days)
- \$400.00 lump sum November 2018
- 0.5 % increase as of November 2019
- 1 % increase as of November 2020

The Union Members voted in agreement and upon the Board agreement and motion, we can consider the agreement ratified.

Next Meeting:

The date of the next Board Meeting is Wednesday June 26, 2019 at SHIP.

Secretary and / or Chairman



Adjournment

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

In camera Meeting

Board members moved to in camera meeting

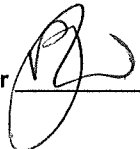
Resumption of Public Meeting

Board member closed in camera meeting

John Williamson
Board Chair

and / or

Board Secretary

Secretary and / or  Chairman