



**Minutes
Meeting of the SHIP Board of Directors via Teleconference
Wednesday June 17, 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 6:33 p.m. Sharon Fernandes was Recording Secretary.

John Williams acknowledge Leslie Barnes for her contributions to SHIP and best wishes on her new role as CEO of St. Leonard’s Place Peel.

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 Peter Beck
Carried

Motion to Approve Consent Agenda:

Summary of items on the Consent Agenda include:

_____ Secretary and / or _____ Chairman

- 5.1. Recommend to approve the draft minutes from May 20, 2020
- 5.2. Recommend to receive the Board Calendar
- 5.3. Recommend to receive Accreditation Report

Moved by Louise Kindree
Seconded by Peter Beck
Carried

Risk

- Some Insurance Companies are not covering contagious diseases in their Insurance Renewal. SHIP is protected under our current policy.
- Marsh does not know what will happen when we get closer to our renewal and what their underwriting department will have in place.
- Marsh has covered us for our Recovery Centre, as well as all director liability separately.
- Grant Thornton: nothing material was brought forward in the interim financial report. They have recommended a whistle blower policy for us to look at implementing.
- SHIP has a draft policy that we have in motion, but has not yet been finalized.
- Grant Thornton: They have a consultant that can come to SHIP to discuss cyber security. John would like this to be set up for the next board meeting – Thomas will set up the meeting.

Finance

SHIP Report from Auditor to Board

- Grant Thornton identified the following control weakness:
 - cheque process
 - manual journal entries
 - cyber security
 - lack of a whistle blower policy

Presentation and approval of draft audited financial statements

- Grant Thornton issued a clean report
- There were no significant changes to our assets
- Long term debt looks higher due to the Peace Ranch Mortgage
- Any unused Rent Subsidies not pick up on units will allow us to spend on PPE etc.

The Board made a motion to approve the draft audited financial statements as presented.

Moved by Randy Beyers
Seconded by Keith Ward
Carried

CFO Report included the need for a reserve fund policy

- The Reserve Fund Policy outlines risk and the importance to have policy.
- The policy was also reviewed at the Finance and Risk committee meeting.

The Board made a motion to approve the Reserve Fund Policy subject to the required changes to language around board authority

Moved by Keith Ward
Seconded by Randy Beyers
Carried

_____ Secretary and / or _____ Chairman

Strategic Plan Update:

- No significant updates
- Looking at the work plan for 2021 and there are no risks to report.

Provincial Leadership:

Health Transformation Discussion:

- Dufferin Caledon is still active in developing their OHT – their working groups are also very active. A leadership forum is set for the 22nd
- Brampton Bramalea OHT - are having meetings every two weeks
- Metamorphosis (Mississauga OHT) – No significant activity
- Grass Root organizations are looking at forming their own OHT

Board Education and Events

- Keith attended an ICD conference and shared information with the Board
- Board Members are encouraged to attend any education components they are interested in with ICD.

Enhance Housing and Service Capacity:

QUALITY:

- Governance of Quality – Board Survey (SHIP was reviewed).
- Board Members did not rate their skills in the area of quality management quite high, this is something that will be reviewed when future Board recruitment is considered
- Under Governance: IT, Law and Social Services and Client Voice, Community Relations were lacking under skills matrix.
- The Board needs diversity in gender and ethnicity
- Louise will put together a more fulsome report for the next Governance Meeting
- Brian questioned client voice – Are we looking to have a client on the Board? The client advisory committee is representative of the client voice and give input and information to the Board.

Maximize Engagement:

Client Success/Challenge Story

- A new immigrant from India with a young toddler gets diagnosed with schizophrenia
- Due to her illness her young toddler was taken away from her and she lost her condo
- She joined the HIP program, worked on her recovery and now has housing in place and her son is allowed to visit her
- She is now working as a Lab Tech, is off ODSP and has a better grasp on her mental illness

Reason for sharing this story is that it displays:

- Client and family centered services
- Putting the client's goals first
- True example of recovery
- Client resiliency and quality approach

_____ Secretary and / or _____ Chairman

Update Amalgamation – Friends & Advocates Peel and Surrounding Areas

- Received renewal of the MSAA for the year
- They are actively involved in providing client service.

New Business:

- No new business was discussed

Meeting Feedback:

- . No feedback

Next Meeting:

The date of the next Board Meeting via Teams is Wednesday July 15, 2020

Adjournment

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

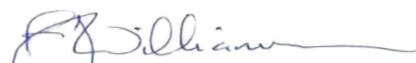
Moved by Morya Vande Vooren
Seconded by Peter Beck
Carried

In camera Meeting

Moved by Morya Vande Vooren
Seconded by Peter Beck
Carried

Resumption of Public Meeting

Moved by Morya Vande Vooren
Seconded by Peter Beck
Carried



John Williamson
Board Chair

and / or

Board Secretary

_____ Secretary and / or _____ Chairman