



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

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

## **1.0 OPENING ITEMS**

### 1.1 Call to Order and Welcoming Remarks:

Louise Kindree welcomed board members, Director of Clinical Services Chris Brown and called the meeting to order at 6:05 p.m. Sharon Fernandes was Recording Secretary.

### 1.2 Disclosure of Conflict of Interest:

No conflict of interest declared.

### 1.3 Motion to approve agenda:

Property Tax Exemption was added as topic under other business

**MOTION: Moyra moved to approve the agenda with the inclusion of Property tax exemption as an additional agenda item. Seconded by John. CARRIED.**

### 1.4 Chairs Remarks

SHIP needs to be cognizant of how many new projects it is undertaking simultaneously. Right now SHIP is engaging in Choices, 5 new funding applications as well as the OHT’s. Managers and staff may get overwhelmed.

### 1.5 Board Action Log

The Action Log will be continued over the coming year.

## **2.0 PRESENTATION**

### 2.1 Accreditation Familiarization Presentation (Part 1)

\_\_\_\_\_ Secretary and / or   LK   Chairman

Accreditation is a 4-year cycle to help health care providers assess and improve upon the quality of health services provided against standards of excellence that are globally recognized.

At the last Accreditation cycle, SHIP received Exemplary standing through Accreditation Canada (SHIPs Accreditation Body)

These six standards are examined during the Accreditation process:

1. Governance
2. Leadership
3. Community based mental health
4. Home support
5. Infection control
6. Medication management

These are the goals for our next Accreditation Cycle (November 2023):

- Meet our minimum number of responses for Patient Safety, Work life and Governance surveys.
- Meet all Required Organizational Practices (ROPs) and all test(s) for compliance.
- Achieve 95% or more of high priority criteria and all other criteria.

The slide deck was shared with the Board

### **3.0 CONSENT AGENDA**

Items on the Consent Agenda include:

- 3.1 Board Minutes of October 21, 2020
- 3.2 Board Calendar

**MOTION: Brian moved the approval of the items contained in the Consent Agenda. Seconded by Geoff. CARRIED**

### **4.0 BUSINESS OF THE MEETING**

#### 4.1 Client Success/Challenge Story

A client living with bi-polar and alcohol addiction, was in and out of jail, and had lost contact with family, due to aggressive behaviour.

He was referred to the Peace Ranch program when released from Hospital following a suicide attempt.

With persistence and being able to assist with Ministry documents that provided a basic income, the Peace Ranch worker paved a way into this person's life.

After 20 years in the program, he is sober, on beneficial medication and has been successfully treated for recurring liver cancer. He also enjoys daily connection with his four adult children and three grandchildren.

This person now express a gratitude for his apartment and the unwavering support of the Peace Ranch worker who persistently shows up to assist him with ODSP, medication, organizing transportation, communicating with doctors or concerning family matters.

The client has learned to control his behaviors and value the person he is, which is a concerned father and grandfather.

\_\_\_\_\_  
Secretary and / or LK Chairman

#### 4.2 Verbal update from CEO

Thomas to address five new projects that SHIP is applying to for funding under the Finance update.

Laurie has prepared a letter to the Ministry regarding an increase to base funding. The letter will be circulated to the Board for review. When finalized, the letter will be signed by Laurie and Louise and circulated to the Ministry of Health, the Ministry of Housing, Minister of Mental Health and Addictions and local MPP's

The Community and Wellness Committee have put together wellness packages for SHIP staff in recognition of all their hard work. The packages will be distributed early December.

#### 4.3 Finance and Risk Committee Report

The committee met on Monday and discussed the change in SHIP's pension plan to an RRSP contribution plan. This change will make it more cost efficient for SHIP to manage.

The committee is recommending that SHIP change from a RPP to a Registered Retirement Savings Plan

**MOTION: Randy moved that SHIP change from a Registered Pension Plan (RPP) to a Registered Retirement Savings Plan (RRSP). Seconded by Keith. CARRIED**

The Choices due diligence list was shared with the committee. A monthly progress update on this list will be provided to the Board

The Committee discussed taking over the accounting/bookkeeping for Choices through a service agreement

**MOTION: Keith moved that SHIP take over the accounting/bookkeeping practices for Choices through a formal service agreement. Seconded by Randy. CARRIED**

#### Upcoming funding applications

Rapid Housing Initiative: This initiative will provide up to 1 billion in funding for capital projects. Our submission must be in by December 31 – SHIP is looking at developing modular housing on Peace Ranch property. There is also a motel for sale in Orangeville. This project will allow conversion of the Motel to permanent housing.

Homelessness Capital Program: This would allow us to apply for rent supplement for tenants of the three buildings we own (110 Stanley and 2 buildings on Lakeshore). SHIP can also apply for one time capital for \$700,000. The application is due this Friday

One time funding for COVID from the LHIN: SHIP has received funding from round one and two. We are waiting for reimbursement in round three.

Mental Health and Justice Expansion: This initiative would provide- \$263,000 of LHIN funding. Our application has already been submitted and we are waiting for a decision.

Back to Home: The initiative would provide \$884,000 in funding for persons in hospitals that don't have a permanent home to go to. This would give SHIP rent supplement dollars to take them out of hospitals and house them.

\_\_\_\_\_  
Secretary and / or LK Chairman

Additional details on funding opportunities will be provided to the board on a quarterly basis.

Louise would like to receive a high-level document on how many funding projects SHIP is applying to as well as the number of staff involved.

#### 4.4 Strategic Plan Report – Scheduled for March 2021:

The Board will receive the next update on the current strategic plan in March 2021. It will report on progress toward goals that come from the Strategic Plan

#### 4.5 Quality Committee Report:

Moyra reported that the Committee had reviewed the following:

- A presentation from the Internal Decisions and Ethics Review Committee (IDERC) about a framework for the Ethics Committee
- Code Silver (Armed Intruder) Policy will be rolled out late in 2020 or early 2021. Peel Youth Village will be the first location to implement the code. Health and Safety will provide training to staff
- the risk registry, accreditation requirements and the client story

#### 4.6 OHT Update

When the OHTs began, potential partners had a choice to become a full member, a member in part or an affiliate. Headwaters OHT only offered the option to be a member or not. Mississauga and Brampton offered the option to be an affiliate or a member in waiting. Now these options are no longer available; all OHTs have to offer memberships.

The CDMA (collaborative decision-making agreement), does not hold any financial obligation over the members, unless members of the OHT decide to enter into an internal agreement together on funding. SHIP is not planning to enter into any agreements with members at this time. Signing the CDMA, means that SHIP will be an active member and agrees to move forward with the direction of the OHT. When there is a need for Board sign off, it will be brought forward to the Board of Directors.

The Board recommends that SHIP have the CDMA (collaborative decision-making agreement) reviewed by legal.

#### 4.7 Choices

A briefing note was shared with the Board that stated \$300,000 was earned from the sale of the property which will help alleviate some of Choices debt.

By-Law 2 for Choices stipulates that their policies are part of their By-Laws and will continue to exist for now.

Laurie will recommend to the Board that Grant Thornton be the auditors for Choices at their AGM in December.

Brian and Randy have accepted becoming members of the Choices Board. Laurie recommends that our Lawyers add Randy and Brian to the members list.

**MOTION: Keith moved that SHIP proceeds with a membership with Choices and supports the appointment of Laurie Ridler as a representative of the Corporation's membership, and further endorses Keith Ward, Brian Scott and Randy Beyers as individual members of**

\_\_\_\_\_ Secretary and / or LK Chairman

**Choices. The Board also approves sending the legal packages to Choices for review and further endorses requesting Choices to select Grant Thornton as their auditors. Seconded by Geoff. CARRIED**

## **5.0 OTHER BUSINESS**

SHIP has property tax exemptions on some of its buildings and we could be eligible for an exemption on our properties retro active to 2016.

In the case of Hansen, the retro activity goes back to the date of construction.

Our lawyer has informed us that we have received a formal offer of settlement from the City of Brampton regarding Lakeshore. At Hansen, we are looking at a 64% exemption from our RGI (rent geared to income units). We are still working on exemption for the market rent units as well as the actual value of the property, which will affect the rebates.

Our legal team is working on the rebate in hopes to receive some answers soon. Going forward we need a plan on how we can continue to receive this rebate annually.

## **6.0 INFORMATION ITEMS**

### 6.1 Board Education Opportunities

Louise will forward information regarding Webinars to the Board. A sum of \$20,000 has been allocated to the Board for education purposes and must be utilized by March 31, 2021. Please let Laurie know what courses you would be interested in attending by the end of December

Moyra recommended indigenous training similar to a course that was given to the LHIN.

### 6.2 Board Calendar

A package will be sent out to the Board Members to be opened at the start of the December Board Meeting. Wear festive attire.

### 6.3 Next Meeting

The date of the next Board Meeting via Teams is Wednesday December 16, 2020

## **7.0 ADJOURNMENT**

There being no further business brought before the Board, the meeting was declared adjourned at 7:45 p.m.

**MOTION: Brian moved to adjourn the meeting. Seconded by Peter. CARRIED**

## **8.0 MEETING WITHOUT MANAGEMENT - CEO**

## **9.0 MEETING WITHOUT MANAGEMENT**

## **10.0 ADJOURNMENT**

  
\_\_\_\_\_  
Louise Kindree  
Board Chair

and / or

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Peter Beck  
Board Secretary

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Secretary and / or LK Chairman