



Minutes
Meeting of the SHIP Board of Directors via Teams
Wednesday, December 15, 2021
SHIP
969 Derry Road East, Unit 107 – Mississauga ON L5T 2J7

In Attendance: Louise Kindree - Board Chair, Brian E. Scott, Geoff Topping, Hubert Hiltz, Keith Ward, Krista Collinson, Lori Ker, Tandra Acharjee.

Regrets: n/a

Staff: Lesley Nagoda – CEO, Andrea D’Guerra, Chris Brown, Cory O’Handley, David Marcy, Lina Termini, Sharon Fernandes, Thomas DiCarlo

1.0 OPENING ITEMS

1.1 Call to Order and Welcoming Remarks

- The Chair welcomed board members and guests. The meeting was called to order at 6:05 p.m. Sharon Fernandes was Recording Secretary

1.2 Disclosure of Conflict of Interest

- No conflict of interest was declared

1.3 Land acknowledgement

- The Board Chair opened the meeting with a Federal land acknowledgement.

1.4 Approval of agenda

- The agenda was approved with the addition of the Shaw Property under Finance and Risk

MOTION: Lori moved to approve the agenda. Seconded by Tandra. CARRIED.

1.5 Chairs Remarks

- The Chair welcomed Director of Supportive Housing to the meeting

1.6 Board Action Log

- No changes to the Board Action Log – Land Acknowledgement has been completed

1.7 Statutory Reporting

- The CEO stated that there are no identifiable risks for the organization at this time. All submissions have been reported to the Ministry promptly and we comply with legislation, rules and regulations as set down by our funders

1.7.1 Compliance Statement to the Board

- The CEO provided a written report on the reporting period November 12 to December 10, 2021

_____ Secretary and / or _____ Chairman

2.0 CONSENT AGENDA

2.1 Approval of Board Minutes – November 17, 2021,

2.2 Receipt of Quality Committee Minutes, October 20, 2021

2.3 Receipt of Governance Committee Minutes, November 9, 2021

MOTION: Keith moved to approve the Board Minutes – November 17, 2021 and receive the Quality Committee Minutes, October 20, 2021 and the Governance Committee Minutes, November 9, 2021 Seconded by Hubie CARRIED

3.0 BUSINESS OF THE MEETING

3.1 Client & Staff Story

- Director of Supportive Housing shared a Central Intake story on a client that suffers from Bi-polar disorder

3.2 CEO Report

- 98% of SHIP staff are vaccinated and 1% has received 1 dose
- SHIP is continuing to watch Public Health for updates on Omicron
- SHIP will be implementing weekly RAT test for all staff visiting the office
- The leadership and management team are encouraging staff to get boosters although they are not mandatory for now
- SHIP is in the final stages of the discovery process for Strategic Planning

3.3 Finance and Risk Committee

3.3.1 New office lease update

- Consent to sublease has to be signed by the previous tenant, the property owner and SHIP.
- Our Lawyer had concerns on the following 3 items that are not being included in the sublease:
 - Terms regarding renovations: the property owner disagreed with the inclusion of this term in the sublease. This is because the property owner will not approve any renovations that we do not already have drawings or plans for.
 - They refused to include a provision stating that there are no disputes outstanding on the lease agreement between the previous tenants and the landlord
 - A clause deeming that the tenant covenants and agrees that the sub-tenant will observe and perform all the covenants and agreements under the lease and indemnify the sub-tenant harmless for the actions of the tenant

MOTION: Geoff moved that SHIP proceed with signing the sublease agreement for the office located at 60 Courtney Park Drive, Unit 2. Seconded by Brian CARRIED

3.3.2 236 First Street

- SHIP didn't receive the Rapid Housing funding for the 236 First Street property
- We will be applying for other funding opportunities that come up. A further update will be provided in March

_____ Secretary and / or _____ Chairman

3.3.3 1035 Shaw Street Purchase Approval

- We did not secure the Drenkelly Property as we were outbid on our offer of \$2.9 million
- Our conditional offer for \$2.6 million on the 1035 Shaw Street was accepted and expires tomorrow
- The only concern our lawyer expressed in the existing tenants in the property not wanting to move
- We have set aside money to help these tenants vacate and conduct renovations
- We are planning on having families leaving the Peel family shelter live in these units
- Market rate rents will generate \$100,000 per year with operating costs of \$70,000 leaving us with a profit of \$30,000 that will go to reserve funds

MOTION: Keith moved to approve the recommendations made by the CFO to purchase of 1035 Shaw Drive in Mississauga for \$2.6 million and that Lesley Nagoda and Thomas DiCarlo sign off on the purchase documents on behalf of SHIP. Seconded by Tandra. CARRIED

3.4 Governance Report

- We will be creating a Governance Improvement Plan based on the Governance Survey results.
- Management is working with Mark Blumberg to ensure with comply with ONCA
- Diversity, Equity and Inclusion – reminder to please submit your Skills Matrix to Sharon

3.5 OHT Update

- CW OHT
 - Communication went out to all community partners on Holiday hours
 - Refreshed CDMA will be coming out in a few weeks
 - An EDI charter will be shared with partners
 - OHT ¼ly report will be coming out in February – their focus is on how to disseminate information clearly to all partners
 - OHT Community Quality Improvement Plan – looking to align with all the health system priorities
- Mississauga OHT
 - Have regrouped as an OHT after a long pause from COVID
 - They will be conducting a SWOT analysis and conducting a survey
 - They will be developing different priorities for 22/23
- Hills of Headwaters OHT
 - Talks around how to function as a collaborative council
 - Discussing operational issues and holding a strategic planning session in late January

3.6 Orangeville Motel and Shelter

- We are developing an advisory committee and received interest from OPP as well as clients
- We will meet every alternate month over the next year
- CHOICES continues to look for a location for the men's shelter and are looking at lease opportunities

_____ Secretary and / or _____ Chairman

3.7 CEC full EDI Report

- CEO received the briefing note summarizing SHIPs strengths and provided the Board with the full report and the draft action plan
 - We will be looking at our people, culture and processes. Each of these categories highlight areas for improvement
 - SHIP has created a strong action plan and presented it to our EDI committee

ACTION: CEO to check with James and see if he can attend the January Governance Committee meeting and provide the Board with some guidance

4.0 OTHER BUSINESS

- Reminder to the board to please submit proof of vaccination to David Marcy

5.0 INFORMATION ITEMS

5.1 Board Education Opportunities

- No new education opportunities

5.2 Town Hall

- December 20, 2021

5.3 Next Meeting

- The date of the next Board Meeting via Teams is Wednesday, January 19, 2022

6.0 IN CAMERA

n/a

7.0 MEETING WITHOUT MANAGEMENT – CEO

n/a

8.0 MEETING WITHOUT MANAGEMENT

n/a

9.0 ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 7:15 pm

MOTION: moved to adjourn the Board Meeting. Seconded by. CARRIED



Louise Kindree
Board Chair

and / or

Geoff Topping
Board Secretary

Secretary and / or _____ Chairman