



Minutes
Meeting of the SHIP Board of Directors via Teams
Wednesday, February 16, 2022
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.

Guests: Marcie Hawranik and James Demers from CEC

Regrets: David Marcy

Staff: Lesley Nagoda – CEO, Chris Brown, Cory O’Handley, Lina Termini, Lisa Neuman, Rabin Samaroo, 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 5:59 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

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

1.5 Chairs Remarks

- No remarks

1.6 Board Action Log

- No changes.

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 January to February, 2022

_____ Secretary and / or _____ Chairman

2.0 EDUCATION

2.1 CEC Presentation

- Marcie Hawranik and James Demers from CEC presented on a summary of the results from our EDI engagement

3.0 CONSENT AGENDA

3.1 Approval of Board Minutes – January 19, 2022

MOTION: Geoff moved to approve the Board Minutes – January 19, 2022. Seconded by Tandra CARRIED

4.0 BUSINESS OF THE MEETING

4.1 Client & Staff Story

- Director of Operations shared a staff experience story from a Management Perspective highlighting the routine day-to-day experiences and quality of leadership of the SPE Program.

4.2 CEO Report

The CEO highlighted the following from her report:

- SHIP conducted a staff poll at the end of the CEC EDI presentation which reflected that a majority of the staff have confidence in the EDI framework
- March 7th is the first day of bargaining. SHIP has good relations with the Labour Union and CUPE is actively working with its members on the understanding of Bill 124
- Strategic planning is on track and SHIP is closer to pulling all of its goals together. SHIP is also focused on redefining its values and will be going through a Values redefining exercise over the next few weeks.

4.3 Finance and Risk Committee

4.3.1 Q3 Budget

- The CFO provided a brief update on strategies to reduce surplus
- We have received approval from the MOHTC to utilize the \$1.5 million in full for the Orangeville Motel. This will also help us with the CMHC co-invest.
- Reallocation with Ontario Health; SHIP was approved for \$400,000 to reduce surplus. \$150,000 will be used for renovations to the motel, \$100,000 for new head office renovations, \$100,000 for PPE and \$50,000 for HEPA filters at all of our sites
- We have reduced surplus by \$1.9 million with approvals of reallocations

4.3.2 Approval of Finance Committee Terms of Reference

- The CFO presented the Finance Committee Terms of Reference to the Board

MOTION: Tandra moved to approve the Finance Committee Terms of Reference as presented at the February 16, 2022 Board Meeting. Seconded by Brian. CARRIED

4.3.3 Banking and Investment RFP update

- SHIP has submitted an RFP for banking services since we have experienced a lot of issues with Scotia Bank
- The tender has been submitted to four banks and two credit unions.
- The question period for the RFP ended February 15th and submissions are due on the 24th. We anticipate that we will have a new Financial Service provider by March 31st

_____ Secretary and / or _____ Chairman

4.4 Governance Committee Update

- A one page summary is being created for Board Recruitment
- Mark Blumberg will be attend the next Governance Meeting to discuss ONCA
- We will be adding a EDI commitment statement to our Board Charter
- Keith will be joining the Governance Committee meeting to discuss Choices Governance matters

4.5 Quality Committee Update

- A update was provided on the QIP and how it aligns with the strategy for 2022

MOTION: Krista moved to approve the Quality Improvement Plan as presented at the February 16, 2022 Board Meeting. Seconded by Lori. CARRIED

4.6 Ontario Health Teams

4.6.1 Approval of the Health Transformation Committee Terms of Reference

- Members of the Heath Transformation are Brian Chair, Lori Vice-Chari, Hubie, Louise, Lesley and Cory
- The committee will meet 4 times a year. The next meeting is scheduled for April.
- Priorities for the committee will be established over the next 6 to 12 months

MOTION: Brian moved to approve the Terms of Reference as presented at the February 16, 2022 Board Meeting. Seconded by Tandra. CARRIED

4.6.2 OHT Updates

- A large part of work has been dedicated to developing the Quality Improvement Plan
- The Hills of Headwaters and the Central OHT are doing a lot of collaborative work
- \$750,000 for funding supports will continue into the next fiscal year, however the year after next it will be halved
- Louise will provide an OHT 101 at the next Town Hall

4.7 Capital Properties Update

1st Street Motel

- SHIP has \$1.65 million to conduct renovations – the money must be spent by March 31st.
- We will spending the money to purchase supplies. Insurance is in place and we will be able to start renovations soon
- The SHIP team has moved out of the Motel to an office space close to Hansen Road

Shaw Street

- We have secured a contractor that will be renovations at the property. Renovations have to be completed by March 31st
- All 4 tenants have agreed to move out of this four plex
- Some neighbours have reached out about concerns and we will be hosting a town hall for them in collaboration with the Region

5.0 OTHER BUSINESS

- No other business was brought forward

_____ Secretary and / or _____ Chairman

6.0 INFORMATION ITEMS

6.1 Board Education Opportunities

- Lori will share data management information from ICD
- Character based leadership education opportunity with ICD in March

6.2 Town Hall

- February 28, 2022

6.3 Next Meeting

- The date of the next Board Meeting via Teams is Wednesday, March 16, 2022

7.0 IN CAMERA

n/a

8.0 MEETING WITHOUT MANAGEMENT – CEO

n/a

9.0 MEETING WITHOUT MANAGEMENT

n/a

10.0 ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 7:45 pm



Louise Kindree
Board Chair

and / or

Board Secretary

Secretary and / or _____ Chairman