



**Minutes**  
**Meeting of the SHIP Board of Directors via Teams**  
**Wednesday, March 16, 2022**  
**SHIP**  
**969 Derry Road East, Unit 107 – Mississauga ON L5T 2J7**

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

Regrets: David Marcy, Cory O'Handley, Lisa Neuman, Keith Ward

Staff: Lesley Nagoda – CEO, Chris Brown, Lina Termini, 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 6:02 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: Tandra 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 February 14 to March 11, 2022

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

## 2.0 EDUCATION

### 2.1 Education

- Reminder to Board members to please send Louise or Lori any recommendations on educational opportunities

## 3.0 CONSENT AGENDA

### 3.1 Approval of Board Minutes – February 16, 2022

### 3.2 Receipt of the Governance Committee Minutes – January 11, 2022

**MOTION: Brian moved to approve the Board Minutes – February 16, 2022 and receipt of the Governance Committee Minutes – January 11, 2022. Seconded by Hubert. CARRIED**

## 4.0 BUSINESS OF THE MEETING

### 4.1 Client & Staff Story

- Director of Client Services shared a staff group story based on CISM (Critical Incident Stress Management)

### 4.2 CEO Report

The CEO highlighted the following from her report:

- Safe Bed Program in Dufferin: SHIP will: continue to explore this funding opportunity with Ontario Health and work with Choices to clarify external messaging
- Our Communication Specialist has developed an alert to notify the CEO and CFO whenever SHIP is featured in the news
- The SLT (senior leadership team) is working on our Covid renewal and recovery plan and developing strategies around staff wellness as well as recruitment (in case of resignations)

#### 4.2.1 Strategic Plan Report

- The CEO reflected on the strategies that were utilized in the development of the new Strategic Plan
- The Mission Statement was refreshed
- Lori recommended adding food security to the strategic aim Build
- Our next steps is to work with our communication specialist to finalize up the Strategic plan with the feedback provided and bring it back to the April Board meeting

### 4.3 Finance and Risk Committee

#### 4.3.1 Operating Budget for 2022/23

- The CFO presented the operating budget for 2022/23
- The goal for this year is to achieve a balanced budget and also link the budget to our strategic goals
- Challenges
  - No increase to our base funding
  - Increases in salary with union employees getting level increases
  - Inflation causing other operating costs to rise
- Although there are some challenges as outlined above with the 2022/2023 budget, plans have been put into place to mitigate or minimize any organizational pressure

#### 4.3.2 Enterprise risk framework and risk tolerance matrix

- We have rolled over 3 risks from the previous risk register

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

- Covid – now focusing on recovery
- Landlord Tenant relations
- Ontario Health Teams
- New risks
  - Technology
  - Staff Health and Wellness
  - Funding gap between funding and expenses
  - Succession Planning – developing continuity plan
  - Risk – new providers in the community could result in loss of funding
- The risk registry identifies the organizational lead as well as which committee the risk will fall under

**MOTION: Tandra moved to approve the Operating budget for 2022/23. Seconded by Brian. CARRIED**

**MOTION: Lori moved to approve the enterprise risk framework and the risk tolerance Matrix. Seconded by Tandra. CARRIED**

#### 4.4 Governance Committee Update

- Mark Blumberg attended the Governance Meeting to discuss bringing SHIP bylaws to ONCA compliance
- GIP (Governance Improvement Plan) – reviewed the 21/22 Accreditation functioning tool results and will pass the ongoing education and governing bodies (to improving quality and care) to the Quality Committee of the Board
- Decision making – we will do everything possible to make sure that all board members engage in generative discussion
- CHOICES – Lesley and Thomas will create a roadmap on how to evaluate this relationship
- Keith has agreed to join the Governance Committee

#### 4.4.1 Compensation Framework

- CEO went over the rationale for the non-unionized compensation framework
- There is a risk associated with Bill 124 however this framework works within this risk
- The framework goes into effect April 1, 2022
- The Board recommended including a definition as well as a comparable dollar value within the framework

#### 4.4.2 EDI Framework

- We took a look at the Board Action items to support the organizations EDI Plan – this will be brought back to the April Board meeting

#### 4.4.3 Board Recruitment

- Director Recruitment – kindly share the one pager with your network

#### 4.5 Quality Committee Update

- The QIP was reviewed and approved at the February Board meeting
- We reviewed the net promoter
- The QIP will be circulated to the Board via email for feedback
- New Quality Manager will support the Quality Committee work moving forward

#### 4.6 Ontario Health Teams

##### 4.6.1 OHT Updates

- We are working to have Ross, Rabin and Allan join the OHT sub-committees

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

#### 4.7 Capital Properties Update

##### 1<sup>st</sup> Street Motel

- Construction has begun at the property
- Work has been tendered out and we will be approving this soon
- Cory and Thomas are working on proposals for seed and co-invest funding to fund the project

##### Shaw Street

- Renovations have begun at this property

##### 183 / 185 Lakeshore

- These properties will be undergoing re-zoning
- We would like to optimize both properties to be one building with 46 units
- SHIP will also be reaching out to the Councilor of this area

#### 5.0 OTHER BUSINESS

- No other business was brought forward

#### 6.0 INFORMATION ITEMS

##### 6.1 Board Education Opportunities

- Rabin will be attending a Cybersecurity educational session tomorrow
- How boards can take action on truth and reconciliation – March 31<sup>st</sup>
- Lori completed the San'yas bystander to ally program

##### 6.2 Town Hall

- March 28, 2022

##### 6.3 Next Meeting

- The date of the next Board Meeting via Teams is Wednesday, April 20, 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

\_\_\_\_\_  
(Vacant Position)  
Board Secretary

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