



Board of Directors Meeting
Minutes
Agenda Item # 3.1

Meeting of the SHIP Board of Directors via Teams
Monday June 20, 2022
SHIP
969 Derry Road East, Unit 107 – Mississauga ON L5T 2J7

In Attendance: Brian E. Scott, Keith Ward, Krista Collinson, Lori Ker.

Regrets: Louise Kindree - Board Chair, Tandra Acharjee.

Staff: Lesley Nagoda – CEO, Sharon Fernandes, Thomas DiCarlo

1.0 OPENING ITEMS

1.1 Call to Order and Welcoming Remarks

- The Vice Chair welcomed board members and staff and called the meeting to order at 6:00 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 Vice Chair opened the meeting with a Federal land acknowledgement.

1.4 Approval of agenda

- The agenda was approved

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

1.5 Chairs Remarks

- This is the last meeting for the summer with this specific cohort

1.6 Board Action Log

- Hybrid meetings are expected to be ready for September. We are still waiting on the permits to run cabling
- Board members are still trying to complete video messaging to Ross. Keith, Lori and Tandra have already submitted their videos

1.7 Statutory Reporting

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

_____ Secretary and / or _____ Chairman

- 1.7.1 Compliance Statement to the Board
- The CEO provided a written report on the reporting period May 14 to June 17, 2022

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

The consent agenda covered the following items:

- 3.1 Approval of Board Minutes from May 18, 2022
- 3.2 Receipt of Minutes from:
 - 3.2.1 Quality Committee Meeting on April 1, 2022
 - 3.2.2 Governance Committee Meetings on:
 - January 11, 2022
 - March 8, 2022
 - May 10, 2022
 - Draft minutes from June 7, 2022

MOTION: Krista moved to approve the Board Minutes from May 18 20, 2022, Seconded by Lori. CARRIED

MOTION: Keith moved to receive the Quality Committee minutes from April 1, 2022, and receive the Governance Committee minutes from January 11, March 8 and May 10, 2022 and the Draft Governance Committee minutes from June 7, 2022. Seconded by Krista. CARRIED

4.0 BUSINESS OF THE MEETING

4.1 Client & Staff Story

- CEO shared a staff story on our data analyst, data analytics and relevant KPI's

4.2 CEO Report

The CEO highlighted the following from her report:

- The redevelopment of the lakeshore properties and concerns around the height of the property
- Low uptake of the 3rd dose of the vaccine among staff. We continue to encourage staff and will be having recovery event for staff
- Our CA was ratified on June 9th

4.2.1 MSAA Schedule F – Declaration of Compliance

- The Multi-Sector Service Accountability Agreement (MSAA) with Ontario Health, it is a requirement to provide an annual Declaration of Compliance within 90 Days of the HSP's fiscal yearend.
- The Board will issue a Compliance Declaration declaring that the HSP Multi-Sector Service Accountability Agreement for the term has complied with the terms of the MSAA Agreement.

_____ Secretary and / or _____ Chairman

MOTION: Lori moved that after making inquiries of Lesley Nagoda, Chief Executive Officer and other appropriate officers of the HSP and subject to any exceptions identified on Appendix 1 to this Declaration of Compliance, to the best of the Board’s knowledge and belief, the HSP has fulfilled, its obligations under the service accountability agreement (the “MSAA”) in effect during the Applicable Period. Seconded by Keith. CARRIED

4.3 Finance and Risk Committee

4.3.1 Draft Audited Financial Statements

- The CFO went over the auditors final report to the Board, no areas of concern were noted
- Some area of improvement were noted which the Finance team will be working on
- We received and unqualified opinion from the Auditors

MOTION: Krista moved that the Board of Directors approve the audited statements for the year ended March 31, 2022. Seconded by Keith CARRIED.

4.3.2 Appointment of Auditors

- At the September 2019 AGM, the audit services were awarded to Grant Thornton LLP through the tender process.
- The terms outlined in the audit services RFP were that the auditors would be awarded the services for a 5 year period with an option to extend for an additional year.
- We have had a 3 year satisfactory experience with Grant Thornton and are recommending that Grant Thornton LLP be appointed as the auditors for the fiscal year ended March 31, 2023.
- Grant Thornton would then be approved as auditors during the AGM in September.

MOTION: Krista moved that the Board recommend Grant Thornton LLP be appointed as the auditors at SHIP’s AGM to be held September 21, 2022. Seconded by Keith. CARRIED

4.3.3 Reserve Fund Report

- The CFO went over the report which is an annual requirement as part of the Reserve Fund policy

MOTION: Lori Moved that the Board of Directors approve the recommended reserve fund allocations and that a building condition assessment and capital reserve fund study be performed this fiscal year. Seconded by Krista. CARRIED

4.3.4 Signing Authority Banking Resolution

- The CFO went over the changes made to the signing authority within the organization

MOTION: Lori moved that the Board of Directors approve the updated signing authority as presented in Appendix B, the transactions requiring board of director sign off be increased to \$250,000 and the CIBC banking resolution in Appendix C. Seconded by Krista. CARRIED

4.4 Governance Committee Update

- Board Director Recruitment:
 - Brian and Lori have 4 candidates that they are moving forward with and a few candidates will be asked to be community members. For now we will carry 1 vacancy
- Onboarding
 - The program will be ready for the fall

_____ Secretary and / or _____ Chairman

- EDI Charter
 - The EDI staff committee developed the EDI charter for us.
- Board self assessments will be coming out soon
- Board meetings will move to the 3rd Tuesday of the Month
- More updates on ONCA will be shared during the summer

4.5 Quality Committee Update

- No updates

4.6 Ontario Health Teams

4.6.1 OHT Updates

- CW OHT is going through their strategic planning process
- Mississauga OHT is doing anti black racism EDI work
- Hills of Headwaters continues to meet over the future state of the OHT

4.7 Capital Properties Update

1st Street Motel

- We are discussing what rent-up looks like
- CMHC reached out to us last week regarding the 3rd round of Rapid Housing. We qualify for \$200,000 per door of funding from co-invest which equals a total of 2.5 million in funding.
- We would know within a month or two if we qualify for the funding

5.0 OTHER BUSINESS

- No other business was brought forward

6.0 INFORMATION ITEMS

6.1 Board Education Opportunities

- No new opportunities

6.2 Town Hall

- June 27, 2022

6.3 Next Meeting

- Going forward board meetings will be held on the third Tuesday of the month. In keeping with this change, the date of the next Board Meeting is September 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

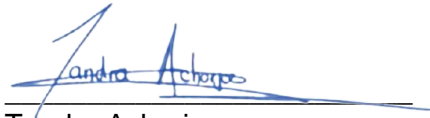
_____ Secretary and / or _____ Chairman

There being no further business brought before the Board, the meeting was adjourned at 7:00 pm



Brian Scott
Vice Chair

and / or



Tandra Acharjee
Board Secretary

_____ Secretary and / or _____ Chairman