

**Meeting of the SHIP Board of Directors  
September 18, 2023 (6:00 to 7:00 pm)  
SHIP Teams Meeting  
Virtual**

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Members: Brian E. Scott, Lori Ker, Alysha Racktoo, Sandy Kang-Gill, Krista Collinson, Tandra Acharjee, Jennifer Graham, Justyn Mahanger  
Regrets:  
Staff: Lesley Nagoda, Thomas DiCarlo

## **1.0 OPENING ITEMS**

### 1.1 Call to Order and Welcoming Remarks

- The Chair Brian welcomed board members and staff and called the meeting to order at 6:03 p.m. Kaya Yansen was Recording Secretary

### 1.2 Disclosure of Conflict of Interest

- No conflict of interest was declared.
- **ACTION:** Jennifer Graham indicated an addition to the Conflict of Interest document as she is now a Board Director with the Canadian Association of Drug Treatment Court Professionals.

### 1.3 Land acknowledgement

- The Chair Brian opened the meeting with a land acknowledgement.

### 1.4 Approval of agenda

- No changes to the agenda

**MOTION: Alysha moved to approve the regular Board agenda as well as items listed under the consent agenda. Seconded by Lori. CARRIED.**

### 1.5 Chairs Remarks

- Brian indicated that a lot of work has been completed by the various committees and acknowledge the board members for their work.

### 1.6 Board Action Log

- **ACTION:**
  - Add “actioned” under the status column
  - EDI action plan to be added to Action log

### 1.7 CEO Compliance Statement: Statutory Reporting

- The CEO stated that during this period 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.

## **2.0 CONSENT AGENDA**

2.1 Board Meeting Minutes from June 20, 2023

### **3.0 BUSINESS OF THE MEETING**

#### **3.1 Client Experience story**

- A client experience story was shared about a SHIP senior client, with mobility issues having trouble getting in and out of her home because. SHIP staff was able to move her to a senior assisted living environment. The client can live a more independent life and move around her home with ease.
  - This story shows barriers some clients face in their home environment and demonstrates SHIP'S commitment to excellence.

#### **3.2 CEO Report**

- This report covers August to September. The past two months focused on continued community and staff engagement, preparation for accreditation and the Annual Meeting, client summer events and community meetings.
- The CEO highlighted the following from the report:
  - Updates on 236 First Street
  - Client events
  - Capital Building Beautification
  - Funding Updates

#### **3.3 CFO Report Finance and Risk Update**

- Q1 Finance Report
- The CFO covered the Q1 financial report.
- Budget Analysis
  - Surplus
  - Ontario Health funded programs.
  - Ministry of health rent supplement programs
  - Region of Peel funded programs
  - Region of Waterloo shelters
  - SHIP properties

#### **3.4 Governance Committee**

- Update
  - Governance action plan and policy review will be discussed at next the next meeting October 2023
  - Board work plan is being prepared and will be presented at Post Annual Meeting
- The Board was reminded of the slate of nominees to board positions
  - The nominees are Keith Ward, Shafqat Suri and Arun Navaratnasingam

#### **3.5 Inspiration Awards**

- The inspiration award winners will be in attendance along with their nominators at annual meeting.

#### **3.7 Accreditation**

- Accreditation to take place November 20<sup>th</sup> to 24<sup>th</sup> 2023 with the goal to maintain accreditation with exemplary standing status
- Mock Review will take place for an hour of the October Board meeting.
- The actual Accreditation meeting with the board will take place at the November Board meeting
- Lesley shared that the Accreditation 101 presentation was not recorded and therefore could not be shared

- **ACTION:** Lesley / Kaya will set up a time to do the training with the Board members

#### 4.0 OTHER BUSINESS

- n/a

#### 5.0 INFORMATION ITEMS

##### 5.1 Board Education

- n/a

##### 5.2 Next Town Hall

- September 25, 2023
- Opportunities for Truth and reconciliation event offered by SHIP

##### 5.3 Next Meeting

- The date of the next Board Meeting is October 17, 2023, and will be in person.
- Annual Meeting on September 19, 2023
- Post Annual meeting on September 19, 2023, following annual meeting

#### 6.0 IN CAMERA

**MOTION:** Brian moved to go In Camera. Seconded by Alysha. **CARRIED.**

**MOTION:** Brian moved to move out of In Camera. Seconded by Alysha. **CARRIED.**

The Board moved from in camera with the following motion:

**MOTION:** Krista made a motion that the Board of Directors agrees to proceed with the due diligence process related to the purchase of 273 Main Street North, Brampton. Seconded by Jennifer. **CARRIED**

#### 7.0 ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 6:55pm

#### 8.0 MEETING WITHOUT MANAGEMENT

n/a

  
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Brian Scott  
Board Chair

and / or

  
\_\_\_\_\_  
Lesley Nagoda  
Board Secretary