



District of Timiskaming Social Services Administration Board

Minutes Of The Meeting Held
Thursday September 13, 2007
At The Olde Towne Inn, Englehart

PRESENT: Norm Menard, Chair
Bob Hobbs
Dan Cote
Judy Pace
Linda Cunningham
Nina Wallace
Norm Mino
Jim Whipple

Eddie Alton, CAO
Rachel Levis, Director of Human Resources
Dwight McTaggart, Director of Finance

REGRETS: Mayor Pace

GUESTS: Tom Gannon, Ross Pope & Company
5 guests attended the meeting.

CALL TO ORDER:

The meeting opened at 5:31 p.m.

1.0 DISCLOSURE OF PECUNIARY INTEREST

None

2.0 IN CAMERA SESSION

Moved to end of meeting to accommodate guests.

3.0 ADOPTION OF PREVIOUS MINUTES – AUGUST 9, 2007 AND AUGUST 15, 2007

MOVED BY: Bob Hobbs

SECONDED BY: Norm Mino

THAT the minutes of the Board meeting held August 9 and August 15, 2007 be hereby approved.

CARRIED

4.0 BUSINESS ARISING FROM PREVIOUS MINUTES

Clarification on the status of the purchase of service agreement with Cochrane DSSAB for Best Start was requested.

5.0 ADDITIONS TO AGENDA

Tom Gannon reviewed the Report to the Audit Committee with the Board.

MOVED BY: Jim Whipple
SECONDED BY: Norm Mino

THAT the Board resolves to move into closed session to discuss Management letter issues presented by Ross, Pope and Company.

CARRIED

MOVED BY: Bob Hobbs
SECONDED BY: Jim Whipple

THAT the Board resolves to rise from the in camera session with no report and reconvene with the regular Board meeting.

CARRIED

The CAO was directed to draft a policy for the board on the approval of board member expense reports.

Clarification was requested on the distinction between item additions to agenda and other business on the agenda.

A copy of ONPHA Quick Connections was handed out and it was pointed out that maintenance reserves for almost all providers will run out by 2010. This will have a serious impact on the service manager as request for funding will increase. In addition, it was pointed out that the current method of calculating the bench marks has been changed resulting in more funds for the non-profit service providers.

Jim Whipple gave an update of the Face-to-Face NOSDA meeting that was held the first week of September.

6.0 ADMIN, OW, CC, EMS CHEQUE REGISTER

MOVED BY: Norm Mino
SECONDED BY: Bob Hobbs

THAT the Board receives the Administration, Ontario Works, Child Care and Emergency Medical Services cheque registers #1062 to #1072 for information.

CARRIED

7.0 CORRESPONDENCE

- Report to the Audit Committee
- Global Positioning System/Automatic Vehicle Locator
- Letter from MOH GPS Funding Approved
- Letter from MCSS to Mayor Pace
- Letter from MCSS to Ms. Rikki Lei Tresidder
- Letter from Northern College to Board Chair

MOVED BY: Bob Hobbs
SECONDED BY: Jim Whipple

THAT the Board accepts the correspondence as presented.

CARRIED

8.0 OTHER BUSINESS

The CAO was directed to indicate clearly when sending out the Board packages what is public and what is for the in-camera meeting.

The CAO was asked to investigate whether the DTSSAB has the capability to put the Board agenda and associated reports on the web-site prior to the Board meeting so individuals interested in reviewing the information could do so. The CAO will investigate and report back to the Board.

The CAO was directed to put on the agenda the procedural By-Law for review within the next 4 to 6 weeks. The CAO is to provide two samples of procedural by-laws from other DSSAB as well as two municipalities.

ONPHA Conference early bird registration is by Friday September 14, 2007. Norm Menard and Bob Hobbs have indicated their interest in going and the CAO was advised to hold some spots and individuals interested in attending can let him know next week.

A verbal update of how the Social Housing Office move was proceeding was requested and provided.

Clarification on the hiring committee for the Director of Finance was requested and Norm Mino volunteer to sit on the hiring committee.

IN CAMERA SESSION

MOVED BY: N. Wallace
SECONDED BY: Arla West

THAT the Board resolves to move into closed session to discuss Human Resource issues.

CARRIED

MOVED BY: Arla West
SECONDED BY: Linda P. Cunningham

THAT the Board resolves to rise from the in camera session with report and reconvene with the regular Board meeting.

CARRIED

MOVED BY: Nina Wallace
SECONDED BY: Bob Hobbs

THAT the Board authorizes the CAO to investigate the contracting of financial services for a maximum of six months.

CARRIED

MOVED BY: Dan Cote
SECONDED BY: Linda P. Cunningham

THAT the Board approves a 3% increase for all non-union staff retro-active to January 1, 2007.

CARRIED

9.0 NEXT MEETING

MOVED BY: Arla West
SECONDED BY: Linda P. Cunningham

THAT the regular Board meeting of Thursday September 13, 2007 is hereby adjourned at 9:00 p.m. to meet again on 26th of September, 2007 unless otherwise changed, or at the call of the Chair.

CARRIED