



*District of Timiskaming Social Services Administration Board*  
*Conseil d'administration des services sociaux du district de Timiskaming*

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**Minutes of the Meeting of the Board held  
Thursday, December 13, 2007  
at the Olde Town Inn, Englehart**

**PRESENT:** Norm Menard, Chair  
Jim Whipple, Vice-Chair  
Dan Côté  
Linda Cunningham  
Bob Hobbs  
Norm Mino  
Judy Pace  
Arla West  
David Court, Chief Administrative Officer (A)

**GUESTS:** Melissa Harrison, Director of Programs  
Mike Trodd, EMS Manager  
Approximately 7 guests in audience

**REGRETS:** Nina Wallace

**CALL TO ORDER:**

The meeting opened at 5:30 p.m.

**1.0 DISCLOSURE OF PECUNIARY INTEREST**

None.

**2.0 PETITIONS AND DELEGATIONS**

Delegation of EMS hats presented to Board Members by Mike Trodd, EMS Manager.

**3.0 ADOPTION OF PREVIOUS MINUTES – November 28, 2007**

MOVED BY: Judy Pace

**Motion # 1**

SECONDED BY: Norm Mino

THAT the Board table the minutes of November 28, 2007, until the next Board meeting.

**CARRIED**

**4.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

None.

## 5.0 ADDITIONS TO AGENDA

None.

## 6.0 CORRESPONDENCE

For the Board's information - Letter distributed by Mike Trodd, EMS Manager, to all member municipalities regarding invitation to participate in second phase of the Public Access Defibrillator Initiative of the Heart and Stroke Foundation of Ontario.

## 7.0 OTHER BUSINESS

### 7.1 National Child Benefit Reinvestment Plan 2007/2008

David Court and Melissa Harrison provided an overview of the NCB reinvestment fund.

The Board consensus was to request that management present a proposal to administer the NCB reinvestment fund internally in order to directly support and meet the needs of DTSSAB clients and their children. A proposed plan will be presented in early 2008 for the Board's consideration.

MOVED BY: Judy Pace  
SECONDED BY: Norm Mino

**Motion # 2**

THAT the Board approves the following National Child Benefit Reinvestment Fund Requests for 2007:

<b>Sponsor</b>	<b>Program</b>	<b>2007 Amount</b>
Timiskaming Health Unit	Well Baby Clinic	<b>\$ 20,000</b>
Centre de santé communautaire du Témiskaming	Kids on the Block	<b>\$ 10,000</b>
Centre pour enfants Timiskaming Child Care	Toy Lending Library	<b>\$ 5,000</b>
Canadian Red Cross	Student Nourishment	<b>\$ 30,000</b>
Temiskaming Native Women's Support Group	Aboriginal Youth	<b>\$ 10,000</b>
Brighter Futures (Timiskaming Child & Family Services)	Baby Not Me Not Now (program materials)	<b>\$ 10,000</b>
Brighter Futures (Timiskaming Child & Family Services)	Make the Connection	<b>\$ 15,000</b>
<b>Total Funding</b>		<b>\$ 100,000</b>

**CARRIED**

## **7.2 Report on Governance By-Law**

Two documents were distributed to Board Members: the Draft Rules of Procedure and the Draft Roles, Conduct and Responsibilities of the Board.

David Court provided an overview of the Board's Ad-hoc By-Law Committee meeting held December 11, 2007, and the documents distributed.

Board Members were requested to provide their feedback to David by January 2, 2008. The updated documents will be presented to the Board for their approval at the next Board meeting.

## **7.3 Ontario Disability Support Program 2008 Estimates**

David Court provided an overview of the ODSP 2008 budget presented.

MOVED BY: Judy Pace  
SECONDED BY: Jim Whipple

**Motion # 3**

THAT the estimate of the Ontario Disability Support Program levy to this Board in 2008 be estimated in the amount of \$3,567,355.

**CARRIED**

## **7.4 2008 Budget Schedule**

David Court informed the Board of the 2008 Budget Schedule as follows:

January 23, 2008 - Emergency Medical Services, Social Housing, Best Start  
February 14, 2008 - Ontario Works, Child Care, Administration

## **7.5 Board Training Session – Scheduling of Date**

David Court will confirm the Board Governance Training Session to be provided by BDO Dunwoody at the request of the Board, which will be scheduled for the next meeting.

## **7.6 Homelessness Initiative One-Time Funding 2007**

Melissa Harrison provided an overview of the Homelessness Initiative and proposed disbursement of remaining one-time funds for 2007. The DTSSAB will assume direct administration of this program in 2008.

MOVED BY: Judy Pace  
SECONDED BY: Linda Cunningham

**Motion # 4**

THAT the Board approves the disbursement of the remaining one-time Homelessness Initiative Funds for 2007, totalling \$70,000.

**CARRIED**

**7.7 SHP Annual Contract Tender for Appliance Maintenance**

Distributed for the Board's information.

**8.0 IN CAMERA SESSION**

MOVED BY: Dan Coté **Motion # 5**  
SECONDED BY: Bob Hobbs

THAT the Board resolves to move into closed session to discuss Human Resource, Finance questions.

**CARRIED**

**9.0 RETURN TO REGULAR MEETING**

MOVED BY: Arla West **Motion # 6**  
SECONDED BY: Norm Mino

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

**CARRIED**

**10.0 ADJOURNMENT/ NEXT MEETING**

MOVED BY: Bob Hobbs **Motion # 7**  
SECONDED BY: Linda Cunningham

THAT the Board meeting be hereby adjourned at 7:54 p.m. and the next meeting will be held on January 9<sup>th</sup> or 10<sup>th</sup>, 2008, in Englehart or at the call of the Chair.

**CARRIED**