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**Elaine Gunnell**

**From:** Saxon Yanta [Saxon.Yanta@dnssab.on.ca]  
**Sent:** Friday, January 09, 2015 10:05 AM  
**To:** Bonfield; Calvin Township; Cathy Conrad; Chisholm Township; East Ferris Township; Elaine MacKinnon; Helene Fredette MCSS; Jerry Knox; Kathleen Eveson; Mattawa; Nancy Sauve (nancy.sauve@ontario.ca); Papineau-Cameron; South Algonquin Township; Sabrina Picard; West Nipissing  
**Subject:** DNSSAB Board Minutes November 18, 2014  
**Attachments:** image001.gif; Reso 2014-215 Board Minutes November 18, 2014.docx

Good morning,

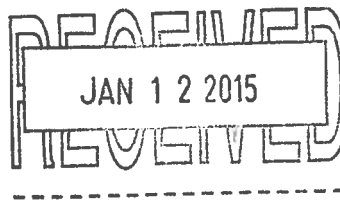
Please find attached the DNSSAB Board Minutes from the November 18, 2014 Board meeting which were approved at the December 16<sup>th</sup>, 2014 Board meeting.

Thank you,  
Saxon



**Saxon Yanta**  
 Executive Assistant to the CAO | Adjointe exécutive du directeur général  
 District of Nipissing Social Services Administration Board (DNSSAB) |  
 Conseil d'administration des services sociaux du district de Nipissing (CASSDN)  
 Enabling Healthy and Prosperous Communities | Habilitation des communautés saines et prospères

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- PPP
- Social Services



District of Nipissing  
Social Services  
Administration Board



Conseil d'administration  
des services sociaux  
du district de Nipissing

**MINUTES OF PROCEEDINGS**

**REGULAR BOARD MEETING – TUESDAY, NOVEMBER 18, 2014  
2:00PM – North Bay City Hall Council Chambers**

**MEMBERS PRESENT:**

Councillor George Maroosis (North Bay) Chair  
Representative George Jupp (Unincorporated) Vice Chair  
Councillor Normand Roberge (West Nipissing)  
Councillor Sam Barnes (Temagami)  
Councillor Sarah Campbell (North Bay)  
Councillor Mark King (North Bay)  
Mayor Bill Vrebosch (East Ferris)

**STAFF ATTENDANCE:**

Joseph Bradbury, CAO  
David Plumstead, Research Analyst  
Bonnie Kraemer, Director Social Services  
Sara Tonks, Director of Finance and Administration  
Michelle Glabb, Manager Social Services (OW)  
Lynn Demore-Pitre, Manager Social Services (CC)  
Shani Giroux, Manager Human Resources  
Pierre Guenette, Manager Housing Services  
Jean Guy Belzile, Manager EMS  
Renee Blahut, Human Resources Representative  
Marcel Rochefort, Supervisor  
Judy Bechard, Supervisor  
Carol Conrad, NDHC CEO  
Elise Larochelle, Manager of Corporate Assets, NDHC

**CALL TO ORDER**

The Regular Board Meeting was called to order at 2:01PM by Chair George Maroosis.

**DECLARATION OF CONFLICTS OF INTEREST**

No conflicts of interest declared at this time.

**Adoption of the Roll Call  
Resolution No. 2014-193**

**Moved by: Councillor Normand Roberge  
Seconded by: Mayor Bill Vrebosch**

**That the Board of Directors accept the Roll Call as read by the Secretary for the regular Board meeting of November 18, 2014. Motion carried.**

**Adoption of the Agenda  
Resolution No. 2014-194**

**Moved by: Mayor Bill Vrebosch  
Seconded by: Councillor Normand Roberge**

**That the Agenda for the Regular Board Meeting of Tuesday, November 18, 2014 be adopted as presented. Motion carried.**

**CHAIR'S REMARKS**

The Chair announced that, given the financial pressures to complete the 2015 budget, the Board will proceed with the December 16<sup>th</sup> Board meeting. The budget report will be prepared and reviewed by the current Board and then approved by the new Board in 2015.

Orientation for new Board members will also be held the morning of December 16<sup>th</sup>. Following orientation, new Board members will be invited to join the current Board for lunch and new Board members will be invited to attend our regular Board meeting at 2:00PM.

**Minutes of the Proceedings – Regular Board Meeting (October 21, 2014)  
Resolution No. 2014-195**

**Moved by: Councillor Normand Roberge  
Seconded by: Mayor Bill Vrebosch**

**That the Minutes of the Proceedings for the Regular Board meeting of Tuesday, October 21, 2014, be adopted as presented. Motion carried.**

**CAO Board Report B10-14 Dated November 18, 2014  
Resolution No. 2014-196**

**Moved by: Representative George Jupp  
Seconded by: Councillor Normand Roberge**

**That the Board accept the Report from the Chief Administrative Officer B10-14, dated November 18, 2014 as presented. Motion carried.**

Joseph Bradbury presented the CAO Board report in B10-14. He extended his thanks to the Board for the opportunity to serve DNSSAB and the Board over the next 4 years. He also extended congratulations to George Jupp on his election to serve as TWOMO representative for our Board.

A resolution has been added to the package to appoint 2 DNSSAB Board members (the Chair and Vice-Chair of the Housing and EMS Committee) to the NDHC Board and to have the remaining positions transitioned to skills-based membership as recommended in the NDHC Organizational Assessment report, February 2014. This model would be similar to the Sudbury Housing Corporation model which appoints 2 shareholder members to the board; the remaining positions are skills-based citizen members.

North Bay Regional Health Centre has advised that they are prepared to move ahead with the dental project.

SAMS implementation is underway. Staff are working through the system issues as they arise. All issues are being logged through a ticket system. Joe commended staff on their diligence while working through the SAMS issues.

Staff will be presenting an overall 1.9% budget increase to the Board for consideration. The focus of this increase will be directed on employment. A 1.9% increase translates to a \$379,000 increase; this would be a \$226,000 impact on the City of North Bay.

A Board member raised questions regarding EMS services in Thorne, Eldee and Wyse. When the Province of Quebec switched to a different provider, they chose not to continue providing cross border services based on their provincial regulations. Conversations are on-going with Quebec and the Province of Ontario is now involved. Ontario regulations require that we pick up our patients and bring them to an Ontario hospital. Staff are looking into the possibility of establishing a first response team in Thorne, Eldee and Wyse.

**Minutes of Proceedings – Executive Audit Committee (November 5, 2014)**  
**Resolution No. 2014-197**

**Moved by: Councillor Normand Roberge**  
**Seconded by: Representative George Jupp**

**That the minutes of proceedings of the Executive Audit Committee meeting of Tuesday, November 5, 2014 be adopted as presented. Motion carried.**

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**Year to Date Financial Report for the period ending September 30, 2014 EX26-14  
Resolution No. 2014-198**

**Moved by: Representative George Jupp  
Seconded by: Councillor Normand Roberge**

**That the District of Nipissing Social Services Administration Board accepts the Year to Date Financial Report for the period ending September 30, 2014 in ADT EX26-14. Motion carried.**

**EMS and Housing Draft Budgets EX27-14  
Resolution No. 2014-199**

**Moved by: Councillor Normand Roberge  
Seconded by: Representative George Jupp**

**That the District of Nipissing Social Services Administration Board accepts the Emergency Medical Services – Land Ambulance, and Housing Services 2015 Draft Budget report in EX27-14. Motion carried.**

**Strategic Plan Update EX28-14  
Resolution No. 2014-200**

**Moved by: Representative George Jupp  
Seconded by: Councillor Normand Roberge**

**Whereas the corporate strategic plan has provided necessary direction and guidance for the Board and staff during the past four years;**

**And whereas the development and implementation of the strategic plan has become central to DNSSAB operations, governance, and pursuit of the Board's mission and vision;**

**And whereas the current strategic plan expires at the end of 2014;**

**Now therefore, be it resolved, that staff and the incoming Board engage in renewing the corporate strategic plan for the next four years, beginning in 2015. Motion carried.**

**NOSDA Financing for Housing in Northern Ontario Update EX29-14  
Resolution No. 2014-201**

**Moved by: Councillor Normand Roberge  
Seconded by: Representative George Jupp**

**That the District of Nipissing Social Services Administration Board receive report EX29-14 entitled "Northern Ontario Service Deliverers Association (NOSDA) Financing for Housing in Northern Ontario Update" for information. Motion carried.**

**Minutes of Proceedings – Social Services Committee (November 5, 2014)  
Resolution No. 2014-202**

**Moved by: Councillor Mark King  
Seconded by: Councillor Sarah Campbell**

**That the Minutes of Proceedings for the Social Services Committee meeting of Wednesday, November 5, 2014 be adopted as presented. Motion carried.**

**Social Services Program Update SS31-14  
Resolution No. 2014-203**

**Moved by: Councillor Mark King  
Seconded by: Councillor Sarah Campbell**

**That the September 2014 Social Services Program Status Report in SS31-14 be received for information. Motion carried.**

**DNSSAB Employment Services Review Update SS32-14  
Resolution No. 2014-204**

**Moved by: Councillor Sarah Campbell  
Seconded by: Councillor Mark King**

**That the District of Nipissing Social Services Administration Board receive this Employment Services Review Update in Briefing Note SS32-14 for information. Motion carried.**

**SAMS Update SS33-14**  
**Resolution No. 2014-205**

**Moved by: Councillor Sarah Campbell**  
**Seconded by: Councillor Mark King**

Marcel Rochefort updated the Board regarding the implementation of SAMS. The system went live on November 11<sup>th</sup>. Since implementation, a number of issues have arisen including connectivity, degradation of the system, cases not being converted, benefits not being issued, etc. If required, staff can issue manual cheques to clients if the system cannot get the cheques out. To date, our office has logged approximately 4-dozen tickets; province-wide, 3,000 tickets have been logged and 1,000 have been resolved. Our office is transitioning quite well in comparison to other offices throughout the province. Marcel participates in 2 daily teleconferences in the Northeast where staff can troubleshoot together and share ideas and successes. Staff morale is down, but staff are hopeful that these issues will be resolved over the next two weeks.

**That the District of Nipissing Social Services Administration Board receive this update on the upcoming implementation of the Social Assistance Management System in Briefing Note SS33-14 for information. Motion carried.**

**Dental Project Update SS34-14**  
**Resolution No. 2014-206**

**Moved by: Councillor Mark King**  
**Seconded by: Councillor Sarah Campbell**

**That the District of Nipissing Social Services Administration Board receives the update on the Social Services dental project and direct staff to proceed with option C as set out in Briefing Note SS34-14. Motion carried.**

**Minutes of Proceedings – Housing and Emergency Medical Service Committee**  
**(November 5, 2014)**  
**Resolution No. 2014-207**

**Moved by: Councillor Sarah Campbell**  
**Seconded by: Councillor Sam Barnes**

**That the Minutes of Proceedings for the Housing and Emergency Medical Services Committee of Wednesday, November 5, 2014 be adopted as presented. Motion carried.**



**Nipissing District Calls and Response Times HEMS27-14  
Resolution No. 2014-208**

**Moved by: Councillor Sam Barnes  
Seconded by: Councillor Sarah Campbell**

**That the Board accepts the Emergency Medical Services Report HEMS27-14 as information. Motion carried.**

**CHPI One Time Heating Grant HEMS28-14  
Resolution No. 2014-209**

**Moved by: Councillor Sarah Campbell  
Seconded by: Councillor Sam Barnes**

Mayor Bill Vrebosch declared a conflict of interest on item 8.3 – CHPI One Time Heating Grant, report HEMS28-14.

The notice regarding available funds under the CHPI one-time heating grant were distributed on Friday. \$246,000 of funding is available in the one-time heating grant.

**That the District of Nipissing Social Services Administration Board receive for information report HEMS28-14 regarding the re-instatement of the one-time heating grant to a maximum of \$3,000 per eligible household as per the CHPI Benefits policy. Motion carried.**

**NDHC Board Composition  
Resolution No. 2014-210**

**Moved by: Councillor Sarah Campbell  
Seconded by: Councillor Sam Barnes**

**Whereas the District of Nipissing Social Services Administration Board (DNSSAB) and the Nipissing District Housing Corporation (NDHC) underwent a review and adopted the Organizational Assessment Final Report of February 2014 in Resolution 2014-73;**

**And whereas DNSSAB staff were also instructed in Resolution 2014-73 to collaborate closely with NDHC staff to bring forward a detailed implementation plan with respect to the recommendations contained in the assessment report;**

**And whereas the term for the DNSSAB Board members appointed to the NDHC Board will end on January 1, 2015;**

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**Therefore, be it resolved that the Board authorizes that the new Chair and Vice-Chair of the Housing and EMS Committee be appointed to the NDHC Board on a go forward basis;**

**Further be it resolved that NDHC bring forward an updated governance review as per the recommendations outlined in the Organizational Assessment Final Report of February 2014 which will include an implementation plan to transition to a skills-based Board composition for the remaining 7 members.**

Representative George Jupp raised concerns regarding who should be appointed to the NDHC board from DNSSAB, as the Chair and Vice-Chair for the Housing and EMS committee will not be decided until the new Board commences in 2015.

Representative George Jupp proposed that the 4<sup>th</sup> paragraph of Resolution 2014-210 be amended as follows:

Therefore, be it resolved that the Board authorizes that *2 members of the DNSSAB board* be appointed to the NDHC Board on a go forward basis.

**NDHC Board Composition**  
**Resolution No. 2014-210- Amendment**

Moved by: Representative George Jupp  
Seconded by: Councillor Normand Roberge

Councillor Sarah Campbell commented that she hopes that whoever puts their name forward for the positions of Chair and Vice-Chair of the Housing and EMS committee will be the DNSSAB Board members appointed to the NDHC Board.

Resolution 2014-210 NDHC Board Composition was approved as amended. **Motion carried.**

**OTHER BUSINESS**

No other business.

**Correspondence**  
**Resolution No. 2014-211**

Moved by: Councillor Sarah Campbell  
Seconded by: Councillor Sam Barnes

**That the District of Nipissing Social Services Administration Board accepts the correspondence as presented for filing. Motion carried.**

**Adjournment**  
**Resolution No. 2014-212**

**Moved by: Councillor Sarah Campbell**  
**Seconded by: Councillor Sam Barnes**

**That the Regular Board Meeting be adjourned at 2:37PM. Motion carried.**

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**GEORGE MAROOSIS**  
**CHAIR OF THE BOARD**

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**JOSEPH BRADBUDY**  
**SECRETARY OF THE BOARD**

Minutes of Proceedings Recorder: Saxon Yanta, Executive Assistant to the CAO

