

# MEETING MINUTES

Thursday, March 12, 2020 at 7:00 p.m.



*DSSAB Office, Killbear Room*  
1 Beechwood Drive  
Parry Sound, Ontario

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Board Members Present:

Linda Andersen      Steve Crookshank  
Jerry Brandt          Gail Finnson  
Teri Brandt           Ted Knight  
Roger Burden        Barbara Marlow  
Ted Collins           Rick Zanussi  
Joel Constable

Board Members Absent:

Linda Alkins          Teresa Hunt  
Lyle Hall              Jamie McGarvey

Staff:

Janice Bray, Acting Director of Social Services  
Mitzi Dinsmore, Director of Finance/CFO  
Jennifer Harris, Administrative Assistant  
Lisa Moore, Director of Human Resources

**1. CALL MEETING TO ORDER:**

The meeting was called to order by the Board Chair, Rick Zanussi at 7:01 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST.**

**3. APPROVAL OF MINUTES:**

3.1 February 13, 2020

***Resolution 200301***

**CARRIED**

*Moved by Steve Crookshank*

*Seconded by Teri Brandt*

“THAT the Board meeting minutes of Thursday, February 13, 2020 be approved as presented.”

**4. DEPUTATIONS & PRESENTATIONS.**

**5. REPORTS:**

5.1 Chair

Provided information on the February 14<sup>th</sup> OHT meeting that the DSSAB hosted with the four (4) OHT proponents.

Mr. Hall and Ms. Bray are working on hosting a Mental Health & Addictions Executive Task Force forum in May. The forum will bring together four (4) speakers who will present to Mayors and Councillors on what services and issues are being faced in our district, along with identifying any service gaps.

The NOSDA AGM will be taking place June 3, 4 & 5, 2020 in Thunder Bay. Members are encouraged to contact Ms. Harris if they are interested in attending.

Presented Ms. Andersen with flowers and a certificate of appreciation for all her hard work and dedication to the Board.

5.2 Acting Director of Social Services

Monthly report was presented and reviewed.

Our Pandemic Plan has been updated and we take our direction from the Health Unit.

5.3 Director of Finance/Chief Financial Officer

Financial statement will be available next month.

We will be sole sourcing through HSC for four (4) tenders and the NOAH project.

5.4 Director of Human Resources

Provided an update on the CAO recruitment.

**6. OUTSTANDING ISSUES.**

**7. NEW BUSINESS:**

7.1 Presentation: Sunset Court Sprinkler Project

A PowerPoint presentation of the Sunset Court Sprinkler Project was provided.

The Board appreciates the extra effort that staff put into this project.

7.2 Matters Warranting Disclosure

A written report was presented and reviewed for information.

This policy will become part of our HR Policy & Procedures Manual as well as be included in the Board orientation binders.

7.3 Ontario Transforms Employment Services

A written report was presented and reviewed for information.

7.4 OMSSA 2020 Federal Pre-Budget Submission

A written report was presented and reviewed for information.

7.5 WSIB NEER

A written report was presented and reviewed for information.

**8. IN CAMERA: 1**

***Resolution 200302***

**CARRIED**

*Moved by Barbara Marlow*

*Seconded by Linda Andersen*

“THAT pursuant to Section 33(a) of the District of Parry Sound Social Services Administration Board *Procedural Rules*, the Board moves to an In-Camera session in order to address a matter pertaining to:

- ii) the disclosure of intimate, personal or financial information in respect of a member of the Board or a committee or an employee or perspective employee of the Board;”

***Resolution 200303***

**CARRIED**

*Moved by Gail Finnsion*

*Seconded by Ted Knight*

“THAT the Board now rises out of In-Camera without report.”

**9. CORRESPONDENCE.**

**10. ADJOURNMENT.**

The meeting was adjourned to the next regular meeting to be held Thursday, April 9, 2020 in Sundridge.

***Resolution 200304***

**CARRIED**

*Moved by Teri Brandt*

*Seconded by Jerry Brandt*

“THAT the Board meeting now be adjourned to the next regular meeting to be held Thursday, April 9, 2020 at the Sundridge Community Centre, 110 Main Street, Sundridge, Ontario at the hour of 7:00 p.m.”