

BOARD MEETING MINUTES
MARCH 31ST, 2021

Board Present: Jim Fallows, Rodger Linka, Anda Dima, Kerrie Strathy, Laurie Smith, Funke Okochi, Jan Whitridge, Bina Bilkhu & Joe Jozsa

Regrets: Mewael Eyob, Anna Lui, & Shelly Hill

Staff Present: Darcy Dietrich & Keith Karasin

Call meeting to order at 5:20 p.m.

Chair: Jim Fallows

1.0 Agenda:

- **Adoption of the Agenda:**

MOTION #19:

STRATHY/SMITH– adopted the agenda as presented.

CARRIED

- **Declaration of Conflict of Interest:**

- None at this time.

2.0 Minutes:

- **Adoption of minutes – February 24th, 2021:**

MOTION #20:

LINKA/OKOCHI– adopted the February 24th, 201 meeting minutes as presented.

CARRIED

- **Business Arising:**

- None at this time.

3.0 Committee Reports:

- **Executive Committee:**

- Committee met early in the month to discuss the COVID outbreak at RODS and we will speak to this later in the agenda.

- **Finance Committee:**

- No report at this time.

- **Governance Committee:**

- Nominations Sub-committee met to discuss potential candidates. The committee has short listed the candidates and Rodger and Anda will be meeting with 3 potential candidates via Zoom in April. Currently we have 1 position on the Board to fill. The individual who is a good fit will be asked to attend the April or June meeting.

- **Parent Advisory Committee:**

- No report at this time.

4.0 Board Accountabilities:

4.1. Strategic Direction and Monitoring

- **ED Report (3-2-1 Format Re: Strategic Director)**

- Darcy spoke to report at presented.

4.2. Governance:

- No Items.

4.3. ED Relationship:

- No Items

4.4. Stewardship:

- **Approval of 2020-21 Budget Assumptions – Michael A:**
 - Deferred to April meeting.

4.5. Stakeholder and Strategic Alliances:

- No Items

5.0 Miscellaneous:

- COVID Update – Darcy Dietrich:
 - 6 cases throughout the various departments. 1 in finance, couple in the Child Care and a few in settlement. Both buildings were shut down for a short period of time and then Smith Street reopened for the Child Care after on cohort was finished isolating. In terms of access to Donahue we had everyone go through screener at Smith Street. Everything is back to normal now. Challenge with staff is that they have this overwhelming sense of working at desk rather than at home. They have been informed that they cannot be working in office. Managers have developed a return to work plan but they have had revisit it to, to come up with a rating system for staff base on their need to work at the office. Currently we are at a level 3 with cases. We are assigning a rating for each staff member from a level 0 to 3, in terms of their ability to have clearance to enter the building. If you're a 0 you can completely work from home and don't need to enter the buildings and 3 meaning you aren't able to work from home given your job so you must be in office. We will be more regiment in terms whether or not staff will be given access to enter the building. We are reinforcing the messaging to staff. Pre-screening form is place. This form is to be filled out before staff, vendors and visitors access the building and also everyone coming to the building should be checking in with the screening monitors in each building.

6.0 New Business:

- No Items

7.0 Adjournment:

MOTION #21:

STHATHY/DIMA– moved that the meeting be adjourned at 6:01 pm. Next board meeting is April 28th, 2021 at 5:15 pm.

CARRIED

Deferred Items/Action Plan:

- ✓ Deferred – Approval of 2021-22 Budget