# <u>BOARD MEETING MINUTES</u>
# <u>MAY 31ST, 2023</u>

**Board Present**: Jim Fallows, Anna Liu, Joe Jozsa, Jan Whitridge, Rodger Linka, Mariya Reshetar, Funke Okochi, Laurie Smith & Dhruv Patel
**Staff Present**: Keith Karasin
**Regrets:** Bina Bilkhu, Kerrie Strathy, Anda Dima & Shelly Hill

**Call meeting to order at 5:19 p.m.**

**1.0 Agenda:**

- **Land Acknowledge:**
  - Acknowledgement of Treaty Land read by Jim – I would like to begin by acknowledging that we are on the traditional lands, referred to as Treat 4 Territory and that the city of Regina is located on Treaty 4 territory, the original lands of the Cree, Ojibwe(OJIB-WE), Saulteaux (SO-TO), Dakota, Nakota, Lakota, and on the home land of the Metis Nation.

    We respect and honor the Treaties that were made on all territories, we acknowledge the harms and mistakes of the past, and we are committed to move forward in partnership with Indigenous Nations in the spirit of reconciliation and collaboration.

- **Adoption of the Agenda:**
  **<u>MOTION #27:</u>**
  **WHITRIDGE/OKOCHI-** adoption of the agenda as presented.
  **CARRIED**
- **Declaration of Conflict of Interest:**
  - None at this time.

**2.0 Minutes:**

- **Adoption of minutes – March 31st, 2023**
  **<u>MOTION #28:</u>**
  **DIMA/WHITRIDGE** – adoption of the March 31st, 2023 as presented.
  **CARRIED**
- **Business Arising:**
  - None at this time.

**3.0 Committee Reports:**

- **Executive Committee:**
  - No report at this time.
- **Finance Committee- Mariya Reshetar:**
  - Finance committee meet twice over the last month and discussed the following:
    - Budget- Discussed draft budget and budget process in terms of how we can improve it and make it more presentable to the board. General conversation regarding current financial challenges. Identified the need to discuss immigration situation and the impact to RODS in regards to new immigration and the funding impacts of IRCC.
    - One-time payment to staff – discussed recommendations for a one-time payment to staff as a top up to 1% salary increases for inflation.

        - Fraud/Scotiabank – Discussed the February fraud situation more in depth. Keith and Linda provided the committee with more details of what happened. RODS filed a report with the police and the bank has paid RODS back in full for the funds stolen.
        - $126,853 Allocation amount/Reserve Funds – Committee agree that they need to have more in depth discussion around this and how we want to treat this reserve and amount needing to be moved. What processes do we need to have in place for this? Committee will discuss this further and bring it to the next board meeting.

- **Governance Committee:**
  - No report at this time.

- **Parent Advisory Committee – Joe Jozsa:**
    - Committee met on February 23rd and discussed the following:
        - Conducted a staff survey on safety and offering extended hours. New safety protocols have been implemented. 84% staff satisfaction. In terms of extended hours, they proposed that the childcare be open until 5:30/6 pm and the staff had a 50/50 response. At this time, there will be no change to the childcare hours.
        - Some changes to the childcare play areas. They went from open concept to separate age groups areas.
        - Still waiting on funding information from KidsFirst.
        - LINC spaces are filling up and any others will be open to community.
        - Parent survey conducted in April and they have 100% parent satisfaction.
        - Child Care AGM is June 26 at 5 pm.
- **Scan of Social Media, Immigration and Newcomer Front – Funke Okochi:**
    - Overall highlights on Canada's posture for immigration. If you seen recent reports, Canada seems to be doing all they can to bring in more people to Canada. If you come as visitor, there are pathways to convert from visitor to temporary resident visa to permanent resident visa. They are doing all they can to reunite newcomers with their families. There is a report that states students, spouses, children and even parents of students can transition from into Canada and get work permits that would allows them to work here. Goal is to settle 40,000 Afghan refugees as well as minimum 76,000 refugees and protected person this year. That number supposed to be trending down slightly over the next couple of years, so between 2023 and 2025.
    - Overall Highlights on Saskatchewan – In Saskatchewan, in terms of immigration program, one of the easiest route to come to Canada as an immigrant. Provincial nominees program seems to be the friendly and easiest to work through in Canada.
    - In terms of general sensitives to immigration as a whole, it's a bit divided. The governments approach is immigration and their contribution to our economy. There is still some perception that Canada is taking in more people than it can successfully integrate. There is still a strong case for taking in newcomers, refugees and protected persons but there is still concerns around newcomers coming and not necessarily finding a pathway to practice in their professions. It takes time for them to contribute to the economy at the levels that Canada needs right now. Overall, it's still a very friendly posture that the Government of Canada has towards newcomers.

**4.0 Accountabilities:**

**4.1. Strategic Direction and Monitoring**

- **ED Report (3-2-1 Format Re: Strategic Directions) – Keith Karasin:**
  - Spoke to report as presented.

**4.2. Governance:**

- **Update on Strategic Plan – Keith Karasin:**
  - Included the draft version of the operational plan and provided a summary from Laura from the retreat back in October. She has provided her first draft of the overall strategic plan and the management has completed their first draft of 23/24 operational plan. Laura has encouraged the team to push it out in small portions as there are achievable things within the first 16 months, and then looking forward, we will revise the plan and move ahead. Volunteer piece still need works. We will bring together two of our departments to agree on a common direction for the volunteer section.
  - Discussed need for a balance scorecard and key strategic priorities to monitor organizational performance at a strategic level. As well, the need to look at strategic performance management by the end of the fiscal year and ensure systems are in place by then.
  - Keith will put together a draft balance scorecard and measurements for the June meeting.
- **Risk Management Update – Keith Karasin:**
  - Provided an updated – See attachment.
  - Hootsuit Document (Social Media Data Overview) – Victoria put together an updated of some of the work we have been doing in terms of the social media to portray our clients in the community. An appendix in terms of the social media indicators and data she has been collecting. Bring to the next meeting for more indepth discussion.
- **Establishment of a Reserve for Emergent Operational Requirements: - Keith Karasin:**
  - Proposed having an emergent fund for newcomers who arrive who are not cover or fall within program funds. Do we establish a small reserve? We have 2.7 million dollar contingency reserve for future operations. Do we create a new reserve for this purpose? Perhaps a $50,000 that management can use their discretion without coming to the board to provide for these kinds of emergent situations. We would need to define what this means. When the fund runs down then as a board we would need to decide if we add to it again or continue with it. Tabled for further discussion and bring forth as a decision item.
  - Also, look at doing possible fundraising for this purpose. To support newcomers who do not fit the criteria of our funding agreements.

**4.3. ED Relationship:**

- No items at this time.

**4.4. Stewardship:**

- **Approval of 2023-24 Budget – Linda Zeng:**
  - Following discussion and review of draft budget as presented, the following motion was made:

**<u>MOTION #29:</u>**
**RESHETAR/OKOCHI**– motion to approve the 2023-24 budget as presented.

**CARRIED**

- **One-Time Bonus for Staff to help meet inflationary pressure – Mariya Reshetar:**
  - Following discussion and review of potential options for a one-time inflationary payment to staff, the following motion was made:

**<u>MOTION #30:</u>**
**RESHETAR/DIMA**– motion to approve, in principle, option #1 of a one-time inflation payment of $500.00 or no payment at all, which is contingent on the surplus amount and final audited statement and final decision will be decided at the June 2023 meeting.

**CARRIED**

**4.5. Stakeholder and Strategic Alliances:**
- No items at this time.

**5.0 Miscellaneous:**
- No items at this time.

**6.0 New Business:**
- No items at this time.

**7.0 Standing IN CAMERA Session – Jim Fallows:**
- AGM Format:
  - It was agreed, that the meeting should be in a hybrid format. This provides maximum accountability by allowing funders, members, staff and other stakeholders to attend remotely if they choose to do so, while Board members will be there in person. Of course, stakeholders can come in person too, if they wish to do so.

**8.0 Adjournment**:
**<u>MOTION #31:</u>**
**WHITRIDGE**– moved that the meeting be adjourned at 7:50 pm. Next board meeting is June 21st, 2023 at 5:15 pm.

**CARRIED**

**Deferred/Pending Agenda Items:**
- ✓ Governance – Keith and Victoria develop a communication package and present it to the board on how it will be rolled out to staff.
- ✓ Curation of the Board Portal – still pending a final decision
- ✓ Child Care Survey Information – Joe to get more information from Donalee regarding the survey.
- ✓ Balance Scorecard – Keith will put together a draft balance scorecard to present at next meeting.
- ✓ Finance – Committee to review and discuss policies for $126,853 Allocation amount/Reserve Funds
- ✓ Review need for a Reserve for Emergent Operational Requirements
- ✓ Final decision on One-time Inflation payment to staff