



MINUTES OF PROCEEDINGS

**REGULAR BOARD MEETING – WEDNESDAY APRIL 22, 2020
1:30 PM VIA TELECONFERENCE**

MEMBERS PRESENT:

Councillor Mac Bain – (North Bay)
Mayor Dean Backer (East Nipissing)
Councillor Terry Kelly (East Ferris)
Councillor Mark King - Chair (North Bay)
Councillor Chris Mayne (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Dan Roveda Vice Chair (West Nipissing)
Councillor Scott Robertson (North Bay)
Representative Amanda Smith (Unincorporated)
Mayor Jane Dumas (South Algonquin)
Councillor Bill Vrebosch (North Bay)

REGRETS:

STAFF ATTENDANCE:

Catherine Matheson, CAO
Marianne Zadra, Executive Coordinator and Communications
Melanie Shaye, Director of Corporate Services
Justin Avery, Manager of Finance
Stacey Cyopeck, Manager, Housing Programs
Pierre Guenette, Manager, Housing Operations
Lynn Demore-Pitre, Director, Children's Services
Michelle Glabb, Director, Social Services and Employment

Dave Plumstead, Manager Planning, Outcomes & Analytics
Dawn Carlyle, Project Manager

CALL TO ORDER

The regular Board Meeting was called to order at 1:31 PM by Chair Mark King.

DECLARATION OF CONFLICTS OF INTEREST

Representative Amanda Smith declared a conflict with item 8.3 as her employer is named in the report.

ADOPTION OF THE ROLL CALL

Resolution No. 2020-54-A

Moved by: Councillor Bill Vrebosch
Seconded by: Councillor Dave Mendicino

That the Board of Directors accepts the Roll Call as read for the Regular Board meeting of April 22, 2020.

Carried.

CHAIR'S REMARKS

The Chair indicated that through the Zoom meeting, anyone wishing to get his attention should either raise their hand or use their voice to get his attention. He reviewed the process for the Consent Agenda. The Chair thanked staff for their hard work, indicating that DNSSAB was ahead of the pack with the changes involved in the pandemic planning. He recognized the front line workers and the challenging situations they face. He also thanked the CAO and senior staff, and all employees for working so well together, adding he is impressed with the resilience of everyone and that we will be stronger and more efficient when this is all over.

ADOPTION OF THE AGENDA

Resolution No. 2020-54-B

Moved by: Councillor Bill Vrebosch
Seconded by: Councillor Dave Mendicino

That the Board accepts the agenda for the Regular Board meeting of April 22, 2020.

Carried.

APPROVAL OF MINUTES

Resolution No. 2020-55

Moved by: Councillor Terry Kelly

Seconded by: Councillor Scott Robertson

***Resolved* THAT the Board adopt the minutes of the proceedings of the Regular Board meeting of March 18, and the Emergency Meeting of March 25 2020.**

Carried.

Delegations

There were no delegations.

CAO VERBAL UPDATE

Resolution No. 2020-56

Moved by: Councillor Chris Mayne

Seconded by: Councillor Mac Bain

That the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for April 22, 2020.

CAO Catherine Matheson thanked the chair for the accolades for the team, adding she is most impressed by the Board's diligence and compassion, and thanked staff as well. She indicated that as this is our first round under the new governance structure to get us to strategic conversations and move routine items quickly. She informed that since the pandemic started, the Emergency Operations Committee (EOC) made up of the senior team has been meeting every weekday morning from 8-9:00 AM. There are meeting with the entire staff every Friday afternoon so that they can ask questions. She invited the Chairs of the Boards to attend as well. Most staff are working remotely. Corporate Services Director Melanie Shaye engages with staff daily by email at 3:00 PM. Information is flowing rapidly and services managers are offering their insights as things change. Government relations continue through meetings at least three times a day. The challenges being witnessed are the different funding related to COVID-19 between the federal and provincial governments. NODSA meets regularly as does other relevant groups such as AMO and OMSSA.

She indicated there is not a great increase in activity for support through Ontario Works. The Province has temporarily reduced its reporting requirements. As we move to the recovery stage, Ontario Works will be under pressure to catch up. She indicated a report on a pay direct policy for landlords and tenants will be brought before the Board soon. Michelle Glabb is working on this with an advisory board.

Child care has been receiving good media coverage. An emergency centre has been opened in North Bay and today there are 60 applications for emergency child care paid by the Province. More spaces will be opened as soon as possible. Lynn Demoré Pitre is working with providers as it is their decision to provide services, and she is working to have more home-based spaces open as well.

EMS is not seeing an increase in call volume. This is common throughout the province.

NDHC continues to turn over units to make them available. Staff there are also conducting wellness checks on tenants.

Corporate Services is working on the COVID Response. The audit will go ahead with a report in May. There have been no grievances.

Housing Services has been exceptionally busy in working with partners for a facility for the homeless. This is an area where service has increased. The Pete Palangio double rinks area has been offered by the city, allowing one rink for isolation purposes. Nipissing Mental Health and Housing Support Services in managing this response extremely well with about 35 people attending the shelter on a regular basis, which is telling in that there wasn't this type of shelter pre-pandemic.

There was discussion on the impact of CERB on EI or OW and whether overpayments could cause problems later for recipients. Michelle Glabb indicated that we are monitoring this.

There was discussion of opening emergency child care spaces in West Nipissing. Lynn indicated staff there are just waiting to be trained and that she is working with providers in Mattawa to garner interest in opening emergency spaces there.

Carried.

CONSENT AGENDA - Reports for Information Only
Resolution No. 2020-57

Moved by: Councillor Terry Kelly

Seconded by: Representative Amanda Smith

That the District of Nipissing Social Services Administration Board (DNSSAB) receives Consent Agenda Items 7.1 to 7.7 for information purposes only.

7.1 FA01-20 COVID-19 Leadership Update

7.2 FA02-20 DNSSAB COVID-19 Response – Corporate Services

7.3 SSE02-20 DNSSAB COVID-19 Response – Ontario Works

7.4 CS01-20 CCS DNSSAB COVID-19 Response - Child Care Services

7.5 HS07-20 DNSSAB COVID-19 Response – Housing Services – Programs

7.6 HS11-20 DNSSAB COVID-19 Response – Housing Services – Operations

7.7 EMS01-20 DNSSAB COVID-19 Response- EMS

Carried

MANAGERS REPORTS

HS08-20 COVID-19 Emergency Procurement-Emergency Shelter Resolution No. 2020-58

Moved by: Councillor Dave Mendicino

Seconded by: Councillor Mac Bain

THAT the District of Nipissing Social Services Administration Board (DNSSAB) accepts this report in accordance with the Board's Purchasing Policy #CORP-01, under the authority of the DNSSAB Procedural Bylaw 2020-01 and formally authorizes the purchase of services with NMHHSS for the provision of a COVID Responsive Emergency Shelter in the City of North Bay.

Housing Programs Manager Stacey Cyopeck outline why the move from the YMCA location to the Pete Palangio Arena was necessary, adding the release of people from incarceration due to the pandemic has put pressure on the system. She outlined details in her report about staffing requirements and how the shelter is being funded. She thanked the city of North Bay for offering the space so quickly and to everyone who worked to prepare the site so quickly. Kudos were also offered to DNSSAB and NDHC staff for their assistance.

FA03-20 Emergency Disbursement of Social Services Relief Fund – Process for Disbursement Resolution No. 2020-59

Moved by: Councillor Scott Robertson

Seconded by: Councillor Chris Mayne

It is recommended that the Board receives this update on the provincial Social Services Relief Fund (SSRF), and approves the identified process and areas of need for disbursing the funds in the community.

Dave Plumstead indicated how this report provides information about how the funds are getting out into the community and the following report seeks the Board's approval for this disbursement. He touched on the processes for gathering information through a survey of community partners and the meetings to determine the allocation of funds. He also indicated how the Purchasing Policy allows for such disbursements in an emergency situation.

Carried

[Representative Amanda Smith was put in the Zoom waiting room as she had previously declared a conflict with the following item.]

**FA04-20 Disbursement of Social Services Relief Fund- Approval of Disbursement
Resolution No. 2020-60**

Moved by: Councillor Mac Bain

Seconded by: Councillor Dave Mendicino

Recommendation

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves report FA04-20 outlining the recommended disbursement of \$456,050 in funds from the provincial Social Services Relief Fund; and

That the District of Nipissing Social Services Administration Board (DNSSAB) advise the provincial and federal government of the demonstrated additional need for COVID-19 emergency funding valued at \$318,256 to support the emergency services requirements in the Nipissing community social services sector for the period ending April 30th, 2020.

Stacey Cyopeck indicated the total disbursements are outlined at the end of the report. She explained the weighting of the requests with food and PPEs being rated higher. The funding also provides for the third month of operation of the emergency shelter – one gap that will remain at the end of the pandemic. Work will continue to secure funding for this.

Confirmation was given that the North Bay Food Bank received all the funding that it requested.

[Amanda Smith was returned to the meeting room.]

IN-CAMERA

Resolution No. 2020-61

Moved by: Councillor Bill Vrebosch

Seconded by: Councillor Dave Mendicino

That the District of Nipissing Social Services Administration Board (DNSSAB) moves in-camera at 2:35 PM to discuss a personnel issue.

*****In-camera minutes are filed separately*****

ADJOURN IN-CAMERA

Resolution No. 2020-62

Moved by: Councillor Chris Mayne

Seconded by: Mayor Dan O'Mara

Resolved THAT t the District of Nipissing Social Services Administration Board (DNSSAB) adjourns in-camera at 2:43 PM.

Carried.

Approve In-Camera

Resolution No. 2020-63

Moved by: Councillor Dan Roveda

Seconded by: Councillor Dave Mendicino

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the action/direction resulting from the in-camera discussion.

Carried.

NEW BUSINESS

Members Dean Backer and Jane Dumas mentioned there may be funding through the United Way that is geared to people 55 and over.

NEXT MEETING DATE

Wednesday, April 22 starting at noon via videoconference.

ADJOURNMENT

Resolution No. 2020-64

Moved by: Councillor Scott Robertson

Seconded by: Councillor Terry Kelly

RESOLVED that the Board meeting be adjourned at 2:47 PM.

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator