

2023/2024
Board of Directors

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MINUTES
Monday, December 4, 2023

5:30 p.m.

Conference Room #1 – The Dunn Building
440 Elgin Street, Brantford

Core Gift Statement

“Our signature Core Gift is improving lives.

We do it through having integrity, being forward thinking, having fiscal responsibility and by being engaged and doing more!”

The evening began with a Joint Holiday Dinner and Program with the Full Management Team. Cristin extended appreciation to the Board for gathering tonight with the Management Team – it is important for both the Board and the Team to meet and network with one another when we can, and to share stories about goals and achievements reached by people supported during the past year.

In attendance:

Daniel Custodio, President

Cristin Ladner, Secretary/Executive Director

Stefennie Jagt, Director

Duncan Ross, Director

Zile Ozols, Vice-President

Marylou Chatland, Director

Lonnie Johnson, Director

Tricia Klunder, Treasurer

Greg Hall, Director

Tim Papez, Director

Administration:

Wendy Matthews, Administrative Assistant, Recording

1.0 **Call To Order**

Daniel Custodio, President, called the meeting to order 7:24 p.m.

2.0 **Recommendation No. 2023/2024 – 15: Approval of Resignation of Membership in the Corporation and Director on the Board effective December 22, 2023, from Zile Ozols**

Daniel advised of the receipt of a formal letter of resignation from Zile Ozols. She is ending her Membership in the Corporation and as a Director on the Board, effective December 22, 2023, as she is relocating to take a position in Prince Edward Island. Following discussion, it was: **Moved by: Tim Papez and Seconded by: Greg Hall that the Board accept, with much regret, Zile’s resignation and extend to her appreciation for her commitment and involvement in her role as Vice-President and other positions held in the agency. Carried.**

Zile’s resignation creates vacancies in the Vice-President role and the position she held on the Executive Director’s Performance Appraisal Committee. Discussion regarding replacements will take place at the next meeting.

3.0 **Approval of Agenda**

Moved by: Tricia Klunder and Seconded by: Zile Ozols that the Board approve the agenda as circulated. Carried.

4.0 **Declaration of Conflict of Interest**

Based on the agenda, there were no declarations of conflict of interest.

5.0 **Approval of Minutes of Meeting held November 6, 2023**

Moved by: Tim Papez and Seconded by: Duncan Ross that the minutes of the meeting held on November 6, 2023, be approved as circulated. Carried.

ITEM	DISCUSSION/CONCLUSION	ACTION/RECOMMENDATION
6.0 Executive Director’s Report	Cristin Ladner’s report was circulated with the agenda, and she provided additional comments to accompany her report. <ul style="list-style-type: none"> • Invitations have been distributed for all to join us on December 9 at our Winter Wonderland Open House Event - 1 to 3:30 pm at the Dunn Building. • Negotiations continue with CUPE Local 181 – further information about today’s conciliation session will take place In Camera. 	Moved by: Tim Papez and Seconded by: Greg Hall that the Board accept the Executive Director’s report as presented. Carried.

	<ul style="list-style-type: none"> • Update on the “Belonging Brant” project ending December 23 and the efforts to ensure the citizen-led groups continue. Some management adjustments will be taking place as a result of the project ending - the Supervisor will be returning to the Management Team, causing the current Temporary Supervisor’s position to end. • Announcement of Danielle Woodcock officially becoming a Manager and the duties she will assume. The role of Director after Rishia Burke left was not replaced so this is a cost saving to the agency. • Update on the residential service planning currently underway at the Park Road group home. This follows the creation of a vacancy due to the passing of a gentleman who resided there. According to the Ministry’s guidelines for the current and next fiscal year while Journey To Belonging is being established, group home vacancies must be replaced with a group home placement. Cristin explained the decision making process that took place with the Ministry for this current placement to occur. • <i>The Legislative and Contractual Obligations and Compliance Report, Current Potential Risks to the agency, and Potential Future Risks to the Agency</i> were listed. • No Monthly Governance Policy Updates were added this month. 	
<p>7.0 Financial Report and Financial Statements and Summary as at October 31, 2023.</p>	<p>Daniel noted that Kathryn’s report was posted and Cristin presented the highlights:</p> <ul style="list-style-type: none"> • The Board noted and engaged in a discussion about the Ministry Operations deficit of \$422,919. Cristin outlined the various ways we are reviewing cost efficiencies as we work towards a balanced position by March 31, 2024. • There was a discussion about The Brant Foundation for Persons With Developmental Needs (The Foundation) gifting the 5 group homes that they currently own back to CLBrant and the ways that this would financially benefit the agency, as well. The Foundation is awaiting evaluations, and we hope to hear further information on this by the end of December. 	<p>Moved by: Tricia Klunder and Seconded by: Lonnie Johnson that the Board accept the Financial Report as presented. Carried.</p>

	<ul style="list-style-type: none"> The Board received an update on our Group Insurance coverage for 2024 through Beneva. 	
8.0 New Business	None discussed.	
9.0 Serious Occurrences Update – November	Cristin reported that there were 3 Serious Occurrences reported to the Ministry in November.	
10.0 In Camera		<p>Moved by: Greg Hall and Seconded by: Tim Papez that the Board move In Camera at 7:47 p.m. Carried.</p> <p>Moved by: Tim Papez and Seconded by: Duncan Ross that the Board move Out of Camera at 8:20 p.m. Carried.</p> <p>There were no recommendations to report from the In Camera session.</p>
11.0 Monthly Board Meeting Evaluation	This meeting’s evaluation was completed by Stefennie: On Track – 4; Participation – 4; Listening - 4 ; Leadership – 4; Decision Quality – 4; Candour - 4 and Fun – 4.	
12.0 Next Meeting	Monday, January 8 at 5:30 p.m. – Conference Room #1 – Dunn Building	
13.0 Adjournment	There being no further business, it was Moved by: Marylou Chatland and Seconded by: Stefennie Jagt that the meeting be adjourned at 8:22 p.m. Carried.	

Daniel Custodio, President

Cristin Ladner, Secretary/Executive Director