

SECTION ONE: MONTHLY SUCCESSES & CHALLENGES



8 individuals will be moving into brand new housing between June/July 2024. This project has been in the works since 2019 and is finally complete. This has been made possible, in part, due to additional funding obtained by bringing 2 new people into service.

SECTION TWO: NEW BUSINESS

- Ministry funding/services updates as required
- Training events
- Community Initiative and Project updates

CLB continues to slow our hiring for the time being, as we are in the process of re-evaluating some of our existing positions and the needs of our programs.

CLB has extended its Pilot Program for Support Workers up until April 30th, 2025. This program provided opportunities for staff with educational requirements not typically recognized by the agency, coupled with longstanding full-time employment with the agency to obtain temporary Support Worker positions. At the end of this extension, CLB will determine whether or not we wish to make these modified requirements permanent.

Tara Buchanan has been appointed to the position of interim Manager of Community Development for a period of 3 months. This is to assist with upcoming commitments, such as Jane's Walks, ABCD Symposium, and additional roles that require immediate attention in Sara Collyer's absence. At this time, there are no plans to replace the Director role that is currently vacant. Katie Gard has taken over responsibilities of overseeing all programming, and positions will be re-examined next fiscal year.

Effective April 2, 2024, Community Living Brant will no longer be requiring a current COVID-19 Booster shot for new hires. Community Living Brant will continue to follow all guidelines from the Ministry and Public Health Units. Our policies will be reviewed as these guidelines are updated.

On May 29th, the CEO of Community Living Ontario, Chris Beesley, will be giving a presentation on Journey to Belonging to families. Chris will join me in providing updates on where we currently are in the Government's 10-year plan, what families should expect moving forward and how to best prepare based on the information currently available.

COMMUNITY LIVING
Brant

FAMILY
CAREGIVER
NETWORK

JOURNEY TO BELONGING

LET'S GET TOGETHER FOR AN OVERVIEW OF JOURNEY TO BELONGING

- Where are we at in the roll-out
- What we know and don't know
- Opportunities and potential challenges for people, families and support organizations
- What is Community Living Ontario doing?
- Q&A

"Journey to Belonging" is a 10-year plan to reform the developmental services sector and will work to improve and streamline services we provide while increasing financial freedom of choice for the people we support.

Please Welcome
Cristin Ladner - Executive Director,
Community Living Brant
Chris Beasley - Executive Director,
Community Living Ontario

Join Us
Wednesday May 29, 2024
8pm
The Dunn Building
440 Elgin Street Brantford

RSVP TO SAVE A SPOT!
brendabraund@clbrant.com
carriemacneil@clbrant.com

COMMUNITY LIVING Ontario

caregiver aidants naturels

SECTION THREE:

LEGISLATIVE & CONTRACTUAL OBLIGATIONS COMPLIANCE REPORT

- In compliance with the Income Tax Act
- In compliance with the Pay Equity Act
- In compliance with the Occupational Health and Safety Act
- In compliance with the Host Family Directives
- In compliance with the Social Inclusion Act 2008
- In compliance with all other applicable Acts
- In compliance with our Contractual Agreements
- Operating within our approved Bylaws
- Operating within our approved Governance Policies
- Operating within the Collective Agreement, which expires March 31, 2025

SECTION FOUR: CURRENT POTENTIAL RISK & RESPONSE

Budget and Subsequent Service Changes

- Impact of the budget package for the 2024-25 fiscal year and continued fiscal stabilization funds

MCCSS Journey to Belonging 10 Year Reform Plan

- Long term impact on proposed changes to service delivery and funding will be carefully monitored and responded to over the coming year. With the implementation of an Individualized Funding model, there will be changes to services contracts. Our

current work on individualized teams, Passport model and strategic directions support these changes. Greater emphasis on marketing our services will be required in the coming months/years.

Impact of people/families in crisis and who are requiring extensive supports

- Ongoing discussions with MCCSS Program Supervisor about services and supports being individually designed for a person rather than a person fitting into an existing vacancy that would be inappropriate.

Impact of EarlyOn and CLB

- Regularly seeking clarification and attending meetings with the City to maintain budgets and clarify our role.

SECTION FIVE: MONTHLY GOVERNANCE POLICY UPDATE

Governance Policy #9.6 - Financial Condition

A. Introduction

The Executive Director Authority and Accountability policy sets the parameters that enable a Board of Directors to focus on governance issues rather than on the details of operations. Executive Director Authority indicates the boundaries of the Executive Director that are determined by the Board. The Executive Director is held accountable for operating within the Executive Director Authority and Accountability governance policies.

B. Policy

With respect to the actual, ongoing financial condition and activities of Community Living Brant, the Executive Director will not cause or allow the development of fiscal jeopardy.

Accordingly, the Executive Director:

- (i) shall ensure that all funds expended are within the operating and capital budgets and any line of credit limit approved by the Board of Directors;
- (ii) shall ensure that the organization is not indebted in an amount greater than can be repaid;
- (iii) shall seek Board approval for use of any designated restricted reserves;
- (iv) shall ensure that operating funds do not drop below the amount needed to settle payroll and debts in a timely manner;

- v) shall ensure that any interfund shifting does not exceed amounts that can be restored within sixty (60) days;
- (vi) shall ensure that tax payments and other government-ordered payments or filings are submitted on time and in an accurate manner;
- (vii) shall make only purchases or commitments (e.g., purchase order) for an operational expense or fixed asset that are within the approved budget;
- (viii) shall not make any purchase or commitment of over \$25,000 without demonstrating the financial prudence of the purchase or commitment and corresponding procurement process;
- (ix) shall not expend capital funds in excess of \$25,000 without prior Board approval, except in circumstances where funds have been allocated by a public funder for a specific single purchase;
- x) shall not allow the issuance of a cheque or a single electronic transfer in excess of \$25,000 without Board approval;
- (xi) shall ensure that all accounts payable are addressed in a timely manner to avoid penalties;
- (xii) shall seek Board approval before acquiring or disposing of real property;
- (xiii) shall seek Board approval before authorizing a line of credit;
- (xiv) shall inform the Board when the line of credit is utilized;
- (xv) shall pursue receivables after a reasonable grace period;
- (xvi) shall strictly adhere to the Board's stated investment restrictions specified in the by-laws;
- (xvii) shall strictly adhere to the funder's guidelines;
- (xviii) shall ensure that donations specified for a specific purpose are utilized as requested and are not used to fund operational expenses; and
- (xix) shall consider ways to cut costs through more efficient use of resources prior to discontinuing any service for budgetary reasons.

C. Procedures

1.0 The Executive Director will complete a Monitoring Report to address the requirements of this Financial Condition Authority and Accountability Policy and present to the Board of Directors at times specified in the approved reporting schedule.