

If you cannot attend, please inform Laura at 743-9751 EXT 298 or 1-800-661-2843  
Or after hours 743-9742 EXT 298

**THE KAWARTHA-HALIBURTON CHILDREN'S AID SOCIETY  
BOARD OF DIRECTOR'S MEETING**

**March 2006**

**5:00 p.m.**

**1100 Chemong Road, Peterborough, Ontario**

Walter Johnstone ( <b>Chair</b> )	Robert Pierson	Bill Wellman
Jack Watkins	Garry Herring	Bill Howe
Shelley Matthews	Faye McGee	Linda Gendron
Wayne Thomson, FP Rep	Pina Melchionna	Robin Read
John Connolly	Tom Flynn	
Mollie Cartmell	Leslie McRae	Jill Watrich

**(Staff)**

Hugh Nicholson, Executive Director  
Linda Mitchelson, Director of Child Protection Services

Recorder – Laura Pemberton

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**1. Call to Order**

**2. Correspondence**

Included in Board package

**3. Approval of Previous Minutes**

Motion #1

Approval of the Minutes of the Board of Directors dated February 2006.

Moved by Jack Watkins                      Seconded by Jill Watrich                      Carried

**4. Approval of Agenda**

Motion #2

Approval of Agenda

Moved by Garry Herring                      Seconded by John Connolly                      Carried

**5. Executive Director's Report for March 2006**

- Hugh discussed the following which was reported in addition to the ED Report, distributed prior to the meeting.
- Recruitment to replace Carolyn Hagg, Finance Manager has been finalized. The new Finance Manager will start working with the Agency on April 18, 2006. At this time, the name of the new manager is not being released, pending notification to his current employer.

- The Provincial Consultation will take place on April 3<sup>rd</sup> and 4<sup>th</sup>. Hugh, Linda Mitchelson and others from the agency plan to attend.
- Community Capacity Project provides the agency with \$116,000.00 (126) to develop links with community partners in an effort to work collaboratively, with the goal of keeping children out of care.
- Linda Mitchelson and Steve Greene, from Kinark will work together to build a collaborative plan under this project. The implementation of the plan is likely to rolled out in the fall of 2006.
- IRT - The Agency has 77 children that it feels meet the criteria to be considered under this project. The criteria changes from agency to agency, making the decision regarding eligibility difficult.
- It is an Accreditation standard that the Agency can only place children in facilities that are licensed by the Ministry. If the child is over 16 years of age, we can place the child in any facility that the Agency deems to be suitable for the child.
- The Agency has an arrangement with the Peterborough Youth Emergency Services (“Yes”). Yes can accommodate two children over the age of 16 on a temporary basis and another two on an ‘emergency only’ basis. By utilizing the services of Yes, we are not breaking any Ministry rules, however, we are not meeting the Accreditation standard. The Board will ask Linda Mitchelson to raise this issue at the Strategic Positioning Committee.
- Hugh will take a trip to England to research a child protection model that is in use there. Our Looking After Children (“LAC”) program is modeled after the program utilized by Cecelia Atherton and her organization. IPSCAN is a publisher of a child abuse journal which is said to contain the most recent research on the subject.
- Research in Motion is the organization that Hugh will visit. Cecelia Atherton, the Executive Director of the organization will speak at the Provincial Conference to be held at Pinestone Resort in September of 2006. There will be an emphasis on research at the Conference. Positive research models will be presented. Dana Harvey and Autumn Kaufman will provide a presentation on 12 Ways Canada.
- The Consultation will also provide a forum which will include an opportunity to listen to and speak with Cecelia Atherton and Mr. Wright, from ROM.

Motion #3

Motion to approve the expenses involved to allow Hugh to travel to England to attend the IPSCAN Conference. Should the situation arise that the regular budget will not allow for the expenditure, the costs will be considered to be an over budget item.

Moved by Bill Wellman

Seconded by Jill Watrich

Carried

- Discussion regarding Children in Care took place. The numbers appear to be on the rise. Young Offenders have driven the numbers. The Agency had 11 children come into care in the last week.
- Negotiations with the Union begin on May 15<sup>th</sup>. Leanne will act as lead.

Motion #4

Motion to accept the written and verbal report of the E.D.

Moved by John Connolly

Seconded by Linda Gendron

Carried

**7. Finance and Resource Committee**

- Walter is chairing since Andy Hoggarth's departure.

Motion #5

Motion to approve the minutes taken at the October 2005 Committee meeting.

Moved by Jack Watkins

Seconded by John Connolly

The Finance Committee held a meeting just prior to the Board meeting.

**HR Report**

Union Negotiations begin on May 15, 2006. There are no grievances going into the negotiations. Written proposals are going to be offered prior to negotiations.

A new finance manager has been hired. The name of the new employee will be announced shortly.

Joan Conrad's contract with the ministry has been extended. This position will extend to December 31, 2006.

**Accreditation**

Is on track, there is no need for another extension. Manager sign off should take place this month.

Video conferencing equipment and playground equipment has been purchased.

Budget process is being worked on at this time. Carolyn Hagg will have the budget ready for review by the end of April.

April 4<sup>th</sup> there is a meeting of all Finance Managers. Hugh will be in attendance.

The Finance Committee has been reviewing insurance rates. We want to meet with our insurer. OACAS is looking at a self insurance model – that will pool with the school boards.

Motion #6

Motion to approve the verbal report of the Finance and Resource Committee.

Moved by Pina Melchionna

Seconded by John Connolly

Carried

**8. Strategic Positioning Committee**

The committee is moving in a very positive manner. A number of reports were provided. The last meeting was more of an information gathering meeting. One major focus is Risk Analysis.

Motion #7

Motion to accept the verbal report of the Strategic Positioning Committee.

Moved by Jack Watkins

Seconded by Linda Gendron

Carried

**9. Governance Committee**

A quorum was not reached at the last meeting, therefore no minutes could be approved.

Discussion paper on board structure was distributed. A discussion followed.

Board size and structure was discussed.

The Executive Committee have met about 6 times to talk about long term vision for the for the Agency. Many boards are moving to a streamlined size.

Competency based board (skill sets and attributes should be considered).

Hugh prepared a Report. The board will have some discussion about this issue, and then the issue will go back to governance for discussion and recommendation. The information and decisions should be finalized in April in order to be ready for the AGM in June.

A review was done in November of last year. The review focused on current trends of Boards in the business and non profit sector. In the public sector that is the trend that is being followed.

Diversity of boards, age of board members can affect the effectiveness of the board. Changes to the boards and board size.

Traditional boards, geographic boards, are usually more moderate and less risk taking. Often they are less knowledgeable of the information behind the decisions that are being made.

Boards may need to take a more risk management focus that requires a smaller, well trained risk taking board to move along with this trend. Agencies are more accountable for outcomes now.

Board members are picked based on the competency of the board members. Tenure on the board can be altered based on the director. Training is key to develop board and to have board members able to move into other roles and into the executive roles.

Our agency requires a more structured process to develop the executive of the board.

Better than municipal representation, a communication procedure that will allow us to communicate with the municipal level, development of communication with the federal level is necessary.

The term of the board members would be 2 three year terms. These terms cannot be turned over. After the six year term, the director would not be able to sit on the board again.

Recruitment and nomination of board members. One board member would be responsible for the recruitment and nomination of board members. This one director would work with Laura.

Another member would be responsible for strategic planning. This person would be responsible for this work and this director would be responsible for reporting this issue to the board.

Expertise and interest in governance. One member should fall into this category until each director would be assigned and responsible for various areas such as pr government strategies etc.

Foster care position on the board. The FPA plays an advocacy role. Most of these issues are operational issues. Upon review, many of the issues brought forth by the fpa are operational issues and there is already a mechanism in the organization to address these issues. The board level is not the correct level to deal with these issues.

Other boards in our area are more strategic boards and not constituency based.

The ministries position on board structure? Are members taking on extra liability issues? Does the new plan for the board follow the ministry's vision for cas boards.

The ministry has stated that the demographics of the community have to be addressed.

The area is very vast and there is a possibility that members would come from only one area.

Part of the representation can come through the committee structure.

Representation from outlying municipalities has been a challenge through the years. There is inconsistency in the attendance.

Public relations and communications person being the rep for the municipalities may be able to bring much more to the board than just having a municipal rep sitting on the board.

Discussion followed.

All members of the board to receive copies of the board structure paper in order to bring this forward. Written submissions are requested from the board members.

The area of public relations and community outreach is key.

## **11. Foundation Board Report**

Pina has tickets for sale for the Gala Event.

The Foundation recently received the biggest cash donation of its history, \$102,000.00.

Motion #8

Motion to approve the verbal report of the Foundation Board.

Moved by Pina Melchionna

Seconded by John Connolly

Carried

## **12. Adjournment**

Motion #9

Motion to adjourn the meeting.

Moved by Linda Gendron

Carried