

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

March 15, 2007

5:00 p.m.

1100 Chemong Road, Peterborough, Ontario

In attendance

Jack Watkins (President)

Jennifer Broderick

Wayne Thomson

Jonathan Bennett

Robert Messacar

Bill Buys

Mollie Cartmell

Lesley McRae

Jill Worden

Bill Wellman

Regrets:

Joan Ferguson, Robert Pierson, Linda Gendron

Staff

Hugh Nicholson, Executive Director

Linda Mitchelson, Director of Client Services

Leo Cook, Manager of Finance

Joan Conrad, Manager of Quality Assurance and Management Services

Recorded by Laura Ross

1. Call to Order

2. Correspondence

Included in the board package.

3. Approval of previous minutes

Motion #1

Motion to approve the minutes of February 2007

Moved by Leslie McRae Seconded by Mollie Cartmell

4. Approval of Agenda

(a) Conflict of interest – none declared

Motion #2

Motion to approve the agenda

Moved by Jill Worden Seconded by Bill Wellman

5. Business arising

- Hugh provided copy of letter going to the Ministry explaining that we are not in a position to proceed with a Ministry Directive surrounding.
- Letter to go to Laurie Scott as well.
- More information may be attained at the Regional meeting next week.
- This is a big issue with other agencies as well.

6. Executive Director's Report

In addition to the ED Report:

- Our project in Havelock has really taken off. Our worker does not want an office to work out of; she is working with all sorts of stakeholders this could lead to more partnerships developing.
- We passed our audit on the 27th and a recommendation has been forwarded that we receive a full accreditation. This will go to the Board at OACAS.
- Complaints Panel - We still need to recruit members to the pane.
- Had a good meeting at City of Kawartha Lakes. Jack and Hugh met with the mayor, and were very impressed with the leadership that they saw.
- City of Kawartha Lakes Children's Services Unit wants to work with us and we will be meeting with them quarterly to plan how to better coordinate services.
- Wendy Gordon – two years ago it was proposed that the four societies submit to the Ministry a proposal to have a central adoption agency. The combination of the services of many agencies.
- Most times adoptive parents need support more than they need financial support. We spent a year to find the right person to manage the position.
- Wendy Gordon has taken the position of project manager for the regional adoption initiative.
- She has taken over the supervision of our adoption unit and then Wendy will take over the supervision of the other units. Prince Edward County may not be continuing with the program.
- We have the Prince of Wales community based program. We may have more communities interested in the future.
- YES may be interested in a collaborative program with the CAS.
- The adolescent program that we stated with our community capacity dollars is going well.
- The City of Kawartha Lakes - our program with the youth in the area is working well.
- There are lots of initiatives going on at the moment.

Board would like to see a Board meeting take place in Haliburton. There could be a planning retreat for the Board. Pinestone could be the venue.

Motion #3

Motion to accept the Executive Director's Report as presented by Hugh Nicholson.

Moved by Lesley McRae

Seconded by Jill Worden

Carried

7. Finance and Human Resource Committee Report.

- No quorum at the meeting. For information and recommendation only. Cannot approve minutes, they will be diverted to next month.
- Good news meeting.
- Ongoing grievance issues. One mediation took place yesterday. The matter was settled, we did not have to admit any liability.
- Finance is quite pleased with all of the recommendations.
- Regarding omers, third party short term sick leave is being reviewed. Monitoring sick leave is being organized.
- Volunteer section of accreditation, finance committee will monitor the ongoing issues of the volunteer program.
- Deferred spending will be moved forward, these items include short term hiring to improve record keeping, foster parents association – expressed difficulties in costs for clothing, 200 per child will be paid toward clothing costs.
- There are a number of equipment purchases. The family service area is being expanded.
- Vehicle fleet is being expanded.
- Prepaid cards may be purchased with the permission of the auditor general. These expenditures will offset some of the extra money that we now have.
- Imaging system – is part of the technology portion of the funding.
- Training dollars is part of the spending.
- Credit card spending must be tracked and monitored closely.

Motion #4

Motion to accept the Finance Report by Leo Cook

Moved by Bill Wellman

Seconded by Mollie Cartmell

Carried

Motion #5

Motion to accept the Finance and Human Resources minutes of December 2006.

Moved by Lesley McRae

Seconded by Bill Wellman

Carried

6. Strategic Positioning Committee

- Youth workshop has been downsized it is now a one day workshop the topic is drugs and kids.
- The Committee also talked about some of the recent media coverage re children in trouble with the law being tied to the child welfare system.
- Funding and services analysis. We looked at the lines where our stats are out of line with the rest of the province. This will be brought to the next committee meeting for further review.

- Many changes to programs etc . And the committee feels that presentations would be helpful so that board members can be apprised of what the changes are.

Motion #6

Motion to accept the Strategic Positioning Committee Report as presented by Mollie Cartmell.

Moved by Mollie Cartmell

Seconded by Bill Buys

Carried

9. Governance and Public Relations Committee

- Jill Worden presented report in Linda's absence.
- Public relations update, the agency is not interested in filling a PR position. Hugh might consider a poster and a brochure to illustrate the directions that the agency wants to go in.
- Joan provided an update on accreditation and Bill 210. Bill 210 refers to all of the recent amendments of all the transformation agenda, such as permanency services.
- Joan also spoke about court ordered assessments. Either side can request that the assessment be completed.
- Linda Gendron wrote a letter to OACAS. The response was that OACAS would not be a very good resource. Joan to follow up on this.
- Nomination committee. Five resumes sent in, difficulty to get the interviews done. This should be completed by the end of the month. Still have not received any interest from a CA.
- Letters are being sent to local Accounting companies to see if we can generate some interest.

Motion #7

Motion to accept the verbal report of the Governance and Public Relations Committee

Moved by Jill Worden

Seconded by Jonathan Bennett

Carried

Action Items:

For advertising purposes: Camera to be brought to the next board meeting to do headshots. Governance to take a look at this.

Mini audit to prove that we don't have the money to implement the Kinship program. This would be an expensive venture. Hugh to look at this issue.

Now that Bill Wellman is sitting on the OACAS Board, it might be a good time to look at our affiliation with OACAS, (recent reports from OACAS have been less than outstanding.)

This does not have to be Peterborough CAS's issue. (We don't have to blaze a trail with this issue). OACAS will have to make a case system wide – KHCAS will say what we have said and leave the issue there and not push the issue.

Chair complimented Leo Cook on the excellent job that he is doing with the agency finances.

10. Foundation Board Report

- Fundraiser opportunity: order your vests from the foundation. Men's vests are a little bit more expensive because they have pockets and lining.
- Colours of Hope Gala is upcoming (April 28) cost is \$95.00 – a \$45.00 tax receipt is issued. Lesley has the tickets with her today.
- The Foundation did not have a meeting last month; however the fundraising golf tournament is coming up.

Motion #8

Motion to receive the Foundation Report as presented by Lesley McRae.

Moved by Lesley McRae

Seconded by Jennifer Broderick

Carried

11. Foster Parents Report

- Wayne did not attend the last Foster Parent's meeting, he was on holiday.
- Hugh meeting next Monday night for a round table (happens every six months.)

Annual General Meeting

What should we do with our annual general meeting?

Invite local politicians and community partners.

Personalizing the invitation would be a good idea.

Guest speaker will draw attendees.

Director of street level clean needle program from Toronto is an option; crystal meth issues, one from enforcement side and one from a social work side.

This topic will draw the media.

Perhaps a silent auction with items donated by board members – proceeds of the auction to be donated to the foundation.

Action Items

Website Updates – Agency Governance and Public Relations Committee will review website updates

Strike a committee of staff and board members to plan the annual general meeting.

Printing Costs to be reimbursed to Board members - \$120.00 will be issued to each Board Member

12. Adjournment

Motion to adjourn the meeting.

Moved by Mollie Cartmell

