

EXECUTIVE COMMITTEE MEETING

Monday, May 11, 2020,

12:00 - 2:00pm


Videoconference

MINUTES

Attended	Regrets
Melanie McLearn (Chair) teleconference Claudine Cousins (Vice Chair) Anna Drexler Yves Levesque Kathy Manners (Coordinator)	Julie McAlpine (Recorder) Suzanna McCarthy Melanie Slade Morrison James Thomson John Clarke Kimberley Greenwood (Past Chair) Sarah Papple

Item	Minutes	Action
1. Welcome	Melanie welcomed everyone to the meeting. Melanie spoke about the #HereToHelp video and invited everyone to share it. Simcoe.com is looking to do something with it also.	Melanie to connect with Melanie Slade Morrison on distribution.
2. Consent Agenda: Approval of Minutes: April 20, 2020 Approval of Agenda Approval of Financial Report: April 30, 2020	MOTION: Moved by Yves Levesque, seconded by Claudine Cousins, that the minutes of April 20, 2020, be approved. All in favour; carried. Moved by Claudine Cousins, seconded by Melanie Slade Morrison, that the Executive Committee agenda of May 11, 2020, be approved. All in favour; carried. Moved by Yves Levesque, seconded by Anna Drexler, that the Financial Report for the period ending April 30, 2020, be approved. All in favour; carried.	
3. Declaration of Conflict of Interest	None	
4. Standing Agenda Reports: <ul style="list-style-type: none"> • Officer Reports <ul style="list-style-type: none"> ➤ Member Relations Officer ➤ Integrated Planning Table <ul style="list-style-type: none"> ▪ Working Group Updates ➤ Advocacy/Government Relations Officer ➤ Trustee 	Member Relations Officer Julie reported we have received 18 out of 40 membership fees, totaling \$58,600. For the same period last year, we had received 14 renewal fees totaling \$79,000. There may be additional cheques at New Path. Melanie will remind members to pay fees at the May 21 st Council meeting. Integrated Planning Table (IPT) There was no report as the IPT meeting takes place tomorrow. Yves	James to check the Coalition mail slot and advise Julie.

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<ul style="list-style-type: none"> ▪ Surplus Funds 	<p>provided a brief overview of the progress of the working groups.</p> <p>Advocacy/Government Relations Officer Suzanna provided an update from the Advocacy Group meeting today which primarily focused on digital access. Suzanna has connected with Angie Lynch in Thunder Bay and is looking for direction from Executive on how to proceed i.e. develop a position paper, reach out to telecommunication organizations.</p> <p>Melanie, Claudine, Yves and Melanie SM advised what their agencies are doing to support families with technology. Some are paying for services through their budget as a COVID-19 expense, recycling old phones, using school board resources so every family who needed a device received one, offering free Wi-Fi in school parking lots.</p> <p>COVID-19 has made digital access more emergent but it is an ongoing issue for people struggling with income security.</p> <p>A position paper will be developed. Suzanna will continue to connect with Angie in Thunder Bay. Angie has offered to join a relevant meeting to provide a presentation on their experience if interested.</p> <p>Trustee <u>Surplus Funds</u> James reported Julie researched the financial records tracking back to 2006 to identify how much of the net surplus is related to unspent membership fees and what amount is leftover, not connected to fees. Trusteeship changed in 2008 to New Path from CAS. Historically there was a surplus amount carried forward from 2008. We generally aim for a balanced budget.</p> <p>At the end of March 2020, we had almost \$226,900 in the bank. Out of that amount \$36,700 is 2020/21 membership fees. This leaves \$190,000; \$108,900 of this pertains to surplus membership fees since 2006. The different between these amounts is \$81,000 in unrestricted funds less three months operating expenses (\$35,000) and Professional Development Fund (\$9,280) for a balance of \$36,951.</p> <p>Discussion ensued what to do with the \$108,900 surplus membership fees which should be spent on building the capacity of the Coalition and its membership. The other surplus amount of \$36,900 can be spent at the discretion of the Executive Committee. Suggestions included rebates back to members, hardship funds i.e. assistance with membership fees for struggling member agencies, recruitment of new members, supporting digital access, scholarship fund, education re COVID-19.</p> <p>It was discussed putting the surplus into an investment initially and then take to Council as a package for discussion/input re options for the interest.</p>	<p>Suzanna to create a position paper.</p> <p>James to investigate investments and bring forward options.</p> <p>Send ideas to Julie/Kathy re uses for revenue.</p>

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<p>5.</p>	<p>Business Arising:</p> <ul style="list-style-type: none"> • COVID-19 <ul style="list-style-type: none"> ➢ Social Determinants of Health/ Dashboard • Governance <ul style="list-style-type: none"> ➢ MoA: Working Groups/Networks • Call for Vice Chair <p>COVID-19 The results of the polls taken at the May 7th Council meeting were reviewed and discussed. The original goal behind the polls was to hone in on the categories that are seeing significant impact, identify gaps and discuss how to support these vulnerable groups as a collective.</p> <p>When the results of the poll were reviewed with the Advocacy Group there was some question if the Coalition supports looking at this from a social determinants of health lens. It was noted we had agreed to specific domains on the Coalition dashboard.</p> <p>A discussion took place around what do we do with the information systemically. If a gap is identified, is it being addressed by the Coalition or just for information purposes?</p> <p>We will start by ranking the top three or four categories in the poll showing significant to moderate impact. We will discuss each area and get input i.e. are we missing anything, is something needed, how to close the gap, at the Coalition meeting.</p> <p>Membership Collaboration Deferred</p> <p>Governance The Governance issue arose as a result of Triple P bringing forward a Memorandum of Understanding (MoU) for signature. We are not aware of any other working group having one of these documents. The Memorandum of Association (MoA) contains a reference to signing an MoU when groups agree to integrated working on a long time basis.</p> <p>A discussion took place that working groups could reframe their Terms of Reference to include integrated work and include a signoff by the Executive Committee.</p> <p>We will check with working groups to determine who has an MoU. Then will look at having elements of the MoU related to integrated working included in ToRs.</p> <p>Call for Vice Chair Two candidates for IPT co-chair were discussed. One of the possibilities does not currently sit at IPT and it was suggested reaching out to this person re their interest in taking on the Vice-Chair role. No one has come forward for the Vice-Chair position. Yves will follow up with the other person as co-chair at IPT.</p>	 <p>Social Determinants of Health During COV</p> <p>Kathy to rank top 3 for next meeting.</p> <p>Melanie to lead discussion at next Council meeting.</p> <p>Reach out to working groups to determine who has an MoU.</p> <p>Melanie to connect with candidate to determine interest in Vice Chair role.</p>
<p>6.</p>	<p>New Business: Executive Committee Terms of Office</p> <p>Executive Committee Terms of Office The term for the Capacity Building and Communication Officers ends August 31. These terms are renewable and we would be happy to have them both continue in these roles if they are interested.</p>	<p>Melanie will follow up with officers individually re their interest in continuing.</p>

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7.	<p data-bbox="226 119 448 178">Council Agenda: May 21, 2020</p> <p data-bbox="743 119 1666 208">The agenda for the May 21st Council meeting was reviewed. We will continue with the COVID-19 Update agendas and add any regular business as needed.</p> <p data-bbox="743 245 1666 362">A discussion took place about what things might look like as people move back into the office. Claudine advised she has started planning for this for her organization and is doing a presentation at the SandBox on reintegrating staff into the workplace and is willing to do a presentation to Council.</p> <p data-bbox="743 399 1629 483">Julie gave a heads up she is having some challenges with Fireside, our internet provider, around bulk emails (Weekly Updates) and is working with them to try to resolve the issue.</p> <p data-bbox="743 520 1608 576">Motion to adjourn moved by Yves Levesque, seconded by Melanie Slade Morrison. Meeting adjourned at 1:50pm.</p>	<p data-bbox="1688 245 1920 362">Melanie to connect with Claudine re a presentation to Council.</p>

Next Meeting: June 15, 2020, 12:00 to 2:00pm.