



**Minutes**  
**of the February 23, 2017**  
**MANITOULIN-SUDBURY DSB BOARD MEETING**  
held in Espanola's 210 Mead Blvd. DSB Boardroom

- Present:** Bill Baker, Vern Gorham, Les Gamble, Bruce Killah, David Leonard, Al MacNevin, Ray Dufour, Ken Duplessis, Eric Russell, Paul Schoppmann, Ned Whynott, Dean Wenborne
- Regrets :** Ted Lovelace, Michael Levesque
- Staff :** Fern Dominelli, Donna Stewart, Connie Morphet, Robert Smith, Melody Ouellette, Ehren Baldauf
- Media:** Robin Burridge, Manitoulin Expositor

**1.0 CALL TO ORDER**

Chair, Les Gamble, called the meeting to order at 10:00 a.m.

**2.0 ADOPTION OF AGENDA**

**Resolution No. 17-10**

**Moved by:** Al MacNevin

**Seconded by:** Vern Gorham

BE IT RESOLVED THAT the agenda be adopted.

**Carried**

**3.0 DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4.0 Closed Session**

**Resolution 17-11**

**Moved by:** Dean Wenborne

**Seconded by:** Paul Schoppmann

BE IT RESOLVED THAT the Board move into closed session at 10:00 a.m.

**Carried**

**Resolution 17-12**

**Moved by:** David Leonard

**Seconded by:** Ken Duplessis

BE IT RESOLVED THAT the Board adjourn this closed session at 10:15 a.m.

**Carried**

**5.0 Business Arising from Closed Session**

During its Closed Session, the Board discussed Property and Human Resources Issues.

**6.0 Adoption of Minutes**

**Resolution No. 17-13**

**Moved by:** Dean Wenborne

**Seconded by:** Bill Baker

BE IT RESOLVED THAT the Minutes of the [January 26, 2017](#) Board meeting be approved.

**Carried**

**7.0 Committee Reports**

**Program Planning**

David Leonard, Chair of the Program Planning Committee, gave the Board a brief update on the topics discussed at the committee meeting.

**7.1 Housing Policies**

Donna Stewart, Director of Integrated Social Services, walked the Board through the revised Social Housing Policy [2.3 Centralized Waiting List](#), which now incorporates the Maximum Household Income Limits from policy [9.2 Maximum Household Income Limits](#) which will be revoked.

The revisions to policy 2.3 Centralized Waiting List highlights local priorities for waiting applicants and are ranked in a specific order. It also speaks to the wait list for non-profit housing providers as well as the application process and how to treat refusals of a DSB unit.

The DSB will use the High Need Household Income Limits (HILs) as determined in the procedure of this policy to calculate Market Rent values. Until further notice, the DSB will use the 2015 High Need Household Income Limits to determine eligibility. On an annual basis, the High Need Household Income Limits will be reviewed to determine if any changes are required.

**Resolution 17-14****Moved by:** David Leonard**Seconded by:** Ray Dufour

WHEREAS the Program Planning Committee has reviewed the revision to policy 2.3 Centralized Waiting List and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the revisions to policy [2.3 Centralized Waiting List](#) within the Social Housing Policy Manual effective March 1, 2017 and;

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and revokes the following policy [9.2 Maximum Household Income Limits](#) contained within the Social Housing Policy Manual effective March 1, 2017.

**Carried****7.2 Transitional Community Support Worker**

Donna Stewart, Director of Integrated Social Services, walked the Board through the [Interim Transitional Support Worker Evaluation Report](#).

In December 2015, the Canadian Mental Health Association - Sudbury/Manitoulin (CMHA-S/M) and the DSB met to discuss a partnership pilot project. The DSB identified a need for Mental Health supports in their buildings in the Espanola and Manitoulin areas which the CMHA could fill with their Transitional Community Support services. The Community Support worker visits individuals in their homes who are at risk of losing their housing or starting to feel unwell and needing additional support services.

The intent and purpose of the pilot was for the Transitional Community Support Worker to meet social assistance recipients and other social housing tenants to provide short term supports and housing stabilization through linking individuals to community resources. The aim of the program is to prevent, address and reduce homelessness by improving access to adequate suitable, affordable housing that is linked to support services based on individual needs. Individuals would receive assistance to enhance daily living skills, maintain their wellness and living environments to reduce crisis, hospitalizations, and homelessness.

In August 2016, in addition to the Transitional Community Support Worker the DSB involved the Community Paramedicine Program. This was an opportunity to pair up with another service event already happening in designated buildings. It was also seen as a rapport building opportunity with tenants and to provide more in-depth services. By including Community Paramedicine there has been a strong correlation in regards to the success of the program.

This interim evaluation report will act as a summary of the events and services provided in partnership between the Manitoulin-Sudbury DSB and CMHA. As we

move into the end of the fiscal year, we have developed a good system for accountability and potential impact to the system and service recipients. Typically, a new program will take 2-3 years to mature and gain momentum. We notably have observed this momentum and agreed in principle to extending the program and partnership for an additional fiscal year.

A final evaluation report will be provided in May 2017 covering the activities from this partnership from the timeframe of April 1, 2016 – March 31, 2017. An infographic will also be provided highlighting significant statistics and can be utilized as a marketing tool for the innovative partnership work completed by DSB and CMHA.

### **Resolution 17-15**

**Moved by:** David Leonard

**Seconded by:** Dean Wenborne

WHEREAS the Program Planning Committee has reviewed the Interim Transitional Support Worker Evaluation Report and is recommending that the Board accepts this report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and accepts the [Interim Transitional Support Worker Evaluation Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

### **7.3 Community Homelessness Prevention Initiative (CHPI)**

Donna Stewart, Director of Integrated Social Services, walked the Board through the [2017-18 CHPI Investment Plan](#).

The Manitoulin-Sudbury DSB staff received the [CHPI guidelines](#) on January 27, 2017. The guidelines provide a framework for the Community Homelessness Prevention Initiative and are designed to assist Service Managers with the delivery of the program in our local communities. The updated guidelines come into effect on April 1, 2017.

Service Managers are also required to develop and submit an annual Investment Plan that outlines how their CHPI funding allocation will be used each year. This Investment Plan will be effective April 1, 2017 and run until March 31, 2018. The Manitoulin-Sudbury DSB's annual allocation for this fiscal year totals \$471,920.

The province has established two key program outcomes that will measure performance and ensure accountability:

- People experiencing homelessness obtain and retain housing; and,
- People at risk of homelessness remain housed.

Service Managers are required to deliver services that will address both program outcomes.

The DSB's planning activities, include the alignment with our 10-Year Housing and Homelessness Plan, shifting local needs or priorities, how we will work toward the province's goal of reducing reliance on emergency solutions and ending chronic homelessness by 2015, client groups to be assisted, and how we will address two program outcomes:

- The use of CHPI funding in four service categories, including services and activities, innovative approaches, best practices, plans for enumeration and administration; and
- Business Cases for Housing Allowances or Minor Home Repairs.

#### **Resolution 17-16**

**Moved by:** David Leonard

**Seconded by:** Bruce Killah

WHEREAS the Program Planning Committee has reviewed the Community Homelessness Prevention Initiative Investment Plan and is recommending approval of this plan to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Community Homelessness Prevention Initiative Investment Plan](#) and directs staff to action the recommendations contained within the plan.

**Carried**

#### **7.4 Ministry of Housing**

Donna Stewart, Director of Integrated Social Services, walked the Board through the [Ministerial Directive to Service Managers](#), the [Guidelines for Service Manager Homeless Enumeration](#) and the [Homelessness Enumeration – Issue Report](#).

As part of the Province's efforts to end chronic homelessness by 2025 and the long-term goal to end homelessness, the Minister of Housing introduced proposed legislative amendments that would, if passed, create a requirement for Service Managers to conduct local enumeration of people experiencing homelessness.

As part of Ontario's Poverty Reduction Strategy, Realizing Our Potential (2014-2019), the Province established a bold, long-term goal to end homelessness and committed the government to seek advice to achieve this goal. As a first step, in 2015, the Province established the Expert Advisory Panel on Homelessness to provide recommendations on how to:

- Define and measure homelessness
- How to prioritize and set targets for ending homelessness; and
- How best to expand the evidence base and build capacity to address homelessness.

In response to the Panel's October 2015 report, A Place to Call Home, the Province committed to a number of immediate and long-term actions. These included:

- Committing to end chronic homelessness by 2025;
- Adopting four provincial priorities to guide action: chronic, youth, and Indigenous homelessness, and homelessness following transitions from provincially-funded institutions and service systems; and
- Planning to require local enumeration to gather data about homelessness.

Service Managers would be expected to complete and submit an Enumeration Plan that would outline how they plan to conduct homeless enumeration in their Service Manager area. Enumeration Plans would help the Ministry ensure that there is rigor in the data collected and provide a baseline of how and where enumeration will be conducted across the province.

Plans would be required to be submitted to the Ministry prior to a Service Manager undertaking local homeless enumeration. The Ministry would review all Enumeration Plans and may provide feedback as required. Ministry staff members would be available to work with Service Managers as they develop their plans.

This process would provide information on the scope of municipalities being enumerated across the province; the enumeration methods being used; and how enumeration will be implemented across Service Manager regions.

#### **Resolution 17-17**

**Moved by:** David Leonard

**Seconded by:** Ken Duplessis

WHEREAS the Program Planning Committee has reviewed the Homeless Enumeration - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Homelessness Enumeration - Issue Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

## **8.0 New Business**

### **8.1 CAO Fourth Quarter Activity Report**

Fern Dominelli, CAO, walked the board through the CAO Quarterly Report. This report will be shared with member municipalities who are encouraged to add it to Council agenda packages.

**Resolution 17-18****Moved by:** Bill Baker**Seconded by:** Ned Whynott

BE IT RESOLVED THAT the [2016 CAO Fourth Quarter Activity Report](#) be approved as presented.

**Carried****8.2 OPSEU Severance Actuarial**

Connie Morphet, Director of Finance and Administration, walked the Board through the [OPSEU Severance Actuarial](#).

The employee severance accrual is required to maintain our legal obligation contained within the OPSEU collective agreement with Paramedics.

In 2016, the DSB retained Mondelis Actuarial Services Corporation to perform a valuation or actuarial of the severance benefit. The Mondelis report states that the accrual should be \$917,300 as of December 31, 2016, this is the maximum liability and will be reflected in the 2016 financial statements.

This report will also be used for the 2017 severance accrual, which at this time shows an accrual of \$1,022,400 as of December 31, 2017.

**8.3 2016 Fourth Quarter Financial Report**

Connie Morphet, Director of Finance and Administration, walked the Board through the 2016 Second Quarter Unaudited Financial Report which is projecting a **year-end surplus of \$351,910**.

**Resolution 17-19****Moved by:** Vern Gorham**Seconded by:** Dean Wenborne

BE IT RESOLVED THAT the [2016 Fourth Quarter Unaudited Financial Report](#) be approved as presented.

**Carried****8.4 Community Paramedicine**

Fern Dominelli, CAO, informed the Board about an [article](#) that appeared in the Owen Sound Times in regards to Grey County's "Expanding Paramedicine in the Community" (EPIC) program which involves two specially trained paramedics monitoring and treating patients with diabetes, congestive heart failure or chronic obstructive pulmonary disorder in their homes. About 100 patients participate in the program.

At ROMA the Minister of Health was asked about his position on Community Paramedicine.

According to the article, the Minister's indicated that an announcement about the program would be made "in three or four days" and that the pilot project would be made permanent.

"It is going to be made permanent," Eccles said Wednesday. "Permanent funding will be coming forward for that."

We did follow up with the local NE-LHIN and their understanding was, the Minister was supportive of the program but no funding commitment was made.

To date, there has been no funding announcement for Community Paramedicine.

### **8.5 Ministry of Community and Social Services DSSAB Act Review**

Fern Dominelli, CAO, discussed the Ministries decision to review the DSSAB Act and the impact it will have on DSSAB's.

On August 30, 2016, a [letter](#) was received from Dr. Helena Jaczek, Minister of Community and Social Services informing DSSAB's that the ministry will be moving forward with a review of the District Social Services Board (DSSAB) Act. The letter further goes on to state, given the range of concerns the ministry has heard regarding the existing Act and its provisions, it was recognized that a thoughtful review of the Act was necessary. The letter requested the DSSAB's advice on the most appropriate forum to engage with the ministry.

In response to the request, NOSDA sent out a [memo](#) to all DSSAB Chairs, offering to prepare a collective response to the ministry's review, however, given the diversity of issues and positions that exist across the North, it is essential that NOSDA only communicate those items where there is clear consensus amongst the members.

It is proposed that individual consultations will be held with each of the 10 DSSAB's, including discussions with board members, chairs and staff. The meeting structure would be developed in consultation with NOSDA.

In order to ensure all 144 municipalities and Territories Without Municipal Organization (TWOMOs) have an opportunity to participate in and contribute directly to the review, a two-pronged engagement strategy is being proposed.

Upcoming NOMA and FONOM annual meetings could be leveraged to provide municipalities with an overview of the review and engagement strategy in advance. It is expected that a formal engagement would begin in late June or early July with a completed report by Dec 2017.

9.0 Other Business

10.0 Next Meeting – February 23, 2017

11.0 Adjournment

**Resolution 17-20**

**Moved by:** Bruce Killah

**Seconded by:** Paul Schoppmann

BE IT RESOLVED THAT we do now adjourn at 11:50 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on March 23, 2017.

**Carried**

  
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Chair

  
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CAO (Secretary-Treasurer  
of the Corporation)