



District of Sault Ste. Marie

Social Services Administration Board

EXECUTIVE COMMITTEE (FINANCE, PERSONNEL, GOVERNANCE)

Draft Minutes For Thursday December 11, 2003 Plummer Boardroom, Civic Centre 12:00 pm (Noon)

- 4.6
- Ontario Works
 - Child Care
 - Social Housing
 - Land Ambulance

Present : D. Amaroso P. Vaudry W. Pickard
D. Jones D. Edgar

DSSMSSAB Staff: K. Streich-Poser A. Nanne (notes)

City Staff: D. Overboe A. McRae J. Crawford

The meeting was called to order by Chair Debbie Amaroso at 12:06 p.m.

Review of the Minutes from the October 9, 2003 and September 18, 2003 Executive Committee Meetings.

There were no comments or feedback regarding the previous minutes. The Executive Committee accepted the minutes.

DSSMSSAB Payables for Review:

- September 18, 2003 in the amount of \$86,915.36
- September 25, 2003 in the amount of \$736,345.67
- October 2, 2003 in the amount of \$1,736.96
- October 9, 2003 in the amount of \$975,798.09
- October 23, 2003 in the amount of \$732,864.42
- November 6, 2003 in the amount of \$996,739.95

Andy McRae reviewed the Account Payables with the Executive Committee. The committee accepted the Payables and they will be brought forward at the December 18th DSSMSSAB Board Meeting.

Report from the Financial Manager, Social Services:

- A/ 2003 Budget vs Actual for the Period January 1 - September 30, 2003
- B/ 2004 Interim Levies
- C/ 2004 Financing Bylaw
- D/ Provincial Homelessness Initiative Fund-MCFCS Third Quarter Reports
- E/ Ontario Works - MCFCS Third Quarter Reports

Andy McRae discussed each of the reports with the Executive Committee. The Interim Levies are merely a cash flow item and give Andy the ability to bill the contributors for our services. The Financing Bylaw is used to give the DSSMSSAB the ability for short term loans if necessary. It is mainly just a precautionary item and has only been used once during the start up of the DSSMSSAB. The third quarter reports reflect the fact that Homelessness and Ontario Works are both "on track" financially.

Community Child Care - Additional one-time Funding for Health and Safety

David Overboe commented on this matter. He indicated that additional money has become available from the Ministry. Mr. Overboe would like to see this matter brought forward at the next DSSMSSAB Board meeting.

Report from the Director of Performance Standards:

A/ Insurance RFP Review and Recommendations

Kim Streich-Poser discussed her report beginning with the Insurance RFP responses. She received two (2) different quotes, one from Algoma Insurance and another from General Insurance. Kim reviewed both packages closely to ensure that they were compatible. The General Insurance quote is almost half the cost of Algoma Insurance.

The City of Sault Ste. Marie will complete their RFP for Insurance next June. The DSSMSSAB will require coverage from January until March 2004, regardless of whether or not we decide to convert over to the City plan.

Dave Edgar inquired whether or not the DSSMSSAB are definitely obliged to go with the City plan and how do we handle the overlap in policies. He was informed that there was no obligation to accept the City's proposed Insurance plan.

Kim commented that she would like to recommend that we contract with General Insurance at this time as General Insurance already covers a number of other DSSAB's. The Executive Committee agreed and Kim would like to bring forward this recommendation at the full Board Meeting next week.

B/ PHIF Update

Kim met with Dree Pauze on December 10th to discuss the Community Plan for Homelessness. The City of Sault Ste. Marie recently received information that they will be receiving additional funding for this purpose through HRDC. Dree is in the process of reworking her Community Plan as a result of the changes in funding. Dree will bring more information forward at the January 2004 Board Meeting.

C/ New Board Orientation

Kim Streich-Poser announced that once the new DSSMSSAB Board Members are announced by City Council we will schedule an orientation session early in 2004. Kim suggested two (2) sessions over a two (2) day period but Debbie Amaroso felt that two (2) days was too long and would like to see it condensed to a couple of hours only. She would rather see a short presentation that covering snippets of information providing enough of an overview for the new members to grasp the overall idea and scope of DSSMSSAB. The Executive Committee and City Staff agreed with Ms. Amaroso.

Sault Ste. Marie Housing Corporation:

Payables for Review:

October 2003 in the amount of \$\$365,991.61

November 2003 in the amount of \$385,732.67

Jim Crawford presented the SSM Housing Corporation Payables to the Executive. There were no questions or comments. The Payables will be presented at the December Board meeting.

MCFCS 3rd Quarter Report for Child Care

Jim commented that the 3rd Quarter report indicated that Child Care is financially "on track" as well.

Other Business

Signing Authorities

Andy McRae inquired about the DSSMSSAB signing authorities since some of the departing board member are now have signing privileges. Andy will mark the final cheque on December 31st before the new authorities are named.

SSM Housing Corporation Board

The SSM Housing Corporation Board will remain in tact until the new SSM Housing Corporation board has been appointed.

The Executive Committee Members were invited to attend an "In Camera Session" to discuss the following matters:

- **Strategy Sessions / Paul Hawn**
- **Orientation Sessions / New Board Members**
- **EMS / Land Ambulance Vehicle Replacement Reserve Fund**

Next Meeting

Next Executive Committee Meeting is tentatively scheduled for Thursday January 15, 2004 at Noon.

Adjournment

Debbie Amaroso adjourned the meeting at 12:55 p.m.