



District of Sault Ste. Marie

Social Services Administration Board

Draft Minutes for the DSSMSSAB REGULAR BOARD MEETING

*Thursday, March 25, 2004 - 5:20 PM
Civic Centre, Council Chambers*

Present:	D. Amaroso S. Butland D. Edgar	B. Hayes L. Madonna	V. Burns J. Curran
City Staff:	A. McRae F. Lake L. McCoy	D. Overboe C. Rosso J. Crawford	G. Avery R. Cobean
Absent:	L. Turco	P. Mick	
City Staff Guest:	D. Pauze		

District of Sault Ste. Marie Administration Board Chair, Debbie Amaroso, called the meeting to order at 5:06 p.m.

PRESENTATION (20 Minutes) - Dree Pauze,
Community Coordinator, Social Services

- ◆ Updated Community Plan on Homelessness
- ◆ Provincial Homelessness Initiative Fund
- ◆ National Child Benefit Supplement Program (NCBS)

D. Pauze provided information to the Board regarding each of the Homelessness issues. After each section she paused for questions before the applicable resolution could be passed.

S. Butland inquired about the first point of contact when coming across a homeless individual in Sault Ste. Marie. At this time, the police are an appropriate contact as they are a partner in the Homelessness program and are aware of proper protocol and procedures.

D. Amaroso asked about local funding sources for this initiative. The United Way has been a helpful organization. Research is being completed in regard too more funding avenues. Provincial and Federal funding continues to be accessed as it comes available and there has been an indication that indeed more will become available.

1. Minutes

Resolution #04-016

Moved By: P. Mick

Seconded By: B. Hayes

- 1.1 "Be it resolved that the Minutes from the District of Sault Ste. Marie Social Services Administration Board dated January 15, 2004 be adopted as recorded."

There were no questions or comments.

CARRIED

2. Homelessness / NCBS

Resolution #04-017

Moved By: P. Mick

Seconded By: S. Butland

- 2.1 "Be it resolved that the District of Sault Ste. Marie Social Services Board endorse the Updated Community Plan on Homelessness as presented by Dree Pauze, Community Coordinator, Social Services Department."

There were no questions or comments.

CARRIED

Resolution #04-018

Moved By: B. Hayes

Seconded By: S. Butland

- 2.2 "Be it resolved that the District of Sault Ste. Marie Social Services Board accept the recommendation made by Dree Pauze, Community Coordinator, Social Services Department, to continue funding the Mobile Support Worker and Community Assistance Trust Program from the 2004 Provincial Homelessness Fund Initiative (PHIF)."

CARRIED

Resolution #04-019

Moved By: B. Hayes

Seconded By: S. Butland

- 2.3 "Be it resolved that the District of Sault Ste. Marie Social Services Board accept the recommendation of Dree Pauze, Community Coordinator, Social Services Department to request an additional \$55,000 in Provincial Homelessness Fund Initiative (PHIF) from the Ministry of Community and Social Services for Two (2) Outreach Workers (one day and one evening) at Pauline's Place"

CARRIED

Resolution #04-019 (A)

Moved by: D. Edgar

Seconded by: S. Butland

- 2.4 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board approve the recommendation from Dree Pauze, Community Coordinator, regarding the funding of 20 programs as outlined in her report from the National Child Benefit Supplement fund in the amount of \$378,790.00."

CARRIED

3. Accounts

Accounts previously reviewed by the Executive Committee

Resolution #04-020

Moved By: B. Hayes

Seconded By: S. Butland

- 3.1 "Be it resolved that the DSSMSSAB Accounts Payable dated

January 12, 2004 in the amount of \$25,836.75

January 29, 2004 in the amount of \$24,093.69

February 5, 2004 in the amount of \$1,759,326.33

February 12, 2004 in the amount of \$39,788.67

be passed for payment."

CARRIED

Accounts previously NOT reviewed by the Executive Committee

Resolution #04-021

Moved By: B. Hayes

Seconded By: S. Butland

- 3.2 "Be it resolved that the DSSMSSAB Accounts Payable dated

January 15, 2004 in the amount of \$967,695.74

January 22, 2004 in the amount of \$833,378.14

February 19, 2004 in the amount of \$41,420.16

February 26, 2004 in the amount of \$36.00

March 4, 2004 in the amount of \$1,694,246.97

be passed for payment."

CARRIED

4. Executive/Finance

2004 Budget Presentation

Andrew McRae
Financial Manager, Social Services

A. McRae presented the budget. Before discussing the budget details, A. McRae distributed more detailed budget information to Board Members. The report was requested by B. Hayes at the March 17, 2004 Executive Committee meeting. D. Overboe also circulated a report regarding the Potential Impact of Reductions at that time.

A. McRae reviewed the budget with Board members. He pointed out the savings generated by the Ontario Works program through CVP and other cost efficiencies. Other departments managed savings while some experience unexpected one-time expenses.

With a Budget increase of just over \$900,000 and a net increase of 2.51% over last year. The budget, in actuality, is a decrease after taking the CRF refunds into account.

A. McRae sees the 2004 Budget as a "good news" Budget.

Resolution #04-022

Moved By: B. Hayes

Seconded By: S. Butland

- 4.1 "Be it resolved that the District of Sault Ste Marie Social Services Administration Board approve the 2004 Budget as presented by Andrew McRae, Financial Manager, Social Services."

CARRIED

Resolution #04-023

Moved By: S. Butland

Seconded By: B. Hayes

- 4.2 "Be it resolved that the report prepared by the Social Services Financial Manager be accepted as information."

McRae discussed his report submitted to the DSSMSSAB Board. The report reflects workload summaries and his outlook for the upcoming 2004-year.

There were no questions or comments.

CARRIED

Resolution #04-024

Moved By: S. Butland

Seconded By: B. Hayes

Agenda - March 25, 2004 - DSSMSSAB Regular Board Meeting

- 4.3 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board endorse the Weighted Percentages approach for the purpose of determining levies for the 2004 Budget year as proposed by the Social Services Financial Manager." (recorded vote)

K. Streich-Poser informed the Board that DSSAB legislation requires a recorded vote and a double majority on this issue. D. Amaroso called for a recorded vote and noted the vote results.

All Board Members in attendance voted unanimously in support of Resolution #04-024.

CARRIED

Resolution #04-025

Moved By: S. Butland

Seconded By: B. Hayes

- 4.4 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board approve the recommendation from the Finance Manager, Social Service to transfer the following funds into newly created reserves:

1. Reserve - Land Ambulance Vehicle Province - \$193,134.61
2. Reserve - Land Ambulance Vehicles DSSAB - \$193,134.61
3. Reserve - Social Housing Restructuring - \$148,988.00
4. Reserve - Housing Programs - One Time Federal - \$660,100.00
5. Reserve - Housing Programs - Capital Replacement - \$200,910.09."

This resolution was passed prior to the other Budget and Finance resolutions in order to maintain the proper order of things.

There were no questions or comments.

CARRIED

Resolution #04-026

Moved By: S. Butland

Seconded By: B. Hayes

- 4.5 "Be it resolved that the Provincial Homelessness Initiative Funds - MCSS Final 2003 Report be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

A. McRae commented that the Provincial Homelessness Initiative Fund was very efficient and on track with their budget.

There were no questions or comments.

CARRIED

Resolution #04-027

Moved By: S. Butland

Seconded By: B. Hayes

- 4.6 "Be it resolved that the minutes from the December 11, 2003 and February 25, 2004 Executive / Finance Committee be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

CARRIED

Resolution #04-028

Moved By: S. Butland

Seconded By: B. Hayes

- 4.7 "Be it resolved that the report regarding the Audit of the Financial Statements of the District of Sault Ste. Marie Social Services Administration Board for the year ended December 31, 2003 presented to the Executive / Finance Committee be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

There were no questions or comments.

CARRIED

5. Land Ambulance

Resolution #04-029

Moved By: S. Butland

Seconded By: B. Hayes

- 5.1 "Be it resolved that the January 2004 and February 2004 report from the Fire Chief for the Sault Ste. Marie Emergency Medical Services be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

Fire Chief, L. McCoy, also wanted to make the DSSMSSAB Board Members aware that there will be a survey circulating in April regarding EMS transfer calls should they receive any phone calls about this issue.

CARRIED

Resolution #04-030

Moved By: S. Butland

Seconded By: B. Hayes

- 5.2 "Be it resolved that the minutes from the November 19, 2003 Emergency Medical Services Committee be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

CARRIED

Resolution #04-031

Moved By: S. Butland

Seconded By: B. Hayes

- 5.3 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board accept results of the Fax Poll dated March 2, 2004 supporting the recommendations from the Purchasing Manager and the Assistant Fire Chief of Support Service of the City of Sault Ste. Marie to purchase two (2) Land Ambulance Units, in the amount of \$179,906.00 from Crestline Coach Limited."

CARRIED

Resolution #04-032

Moved By: B. Hayes

Seconded By: S. Butland

- 5.4 "Whereas the District of Sault Ste. Marie Social Services Administration Board approved the First Response Team Vehicle Policy and First Response Team Grant Program in January 2004 and Whereas a component of that plan was to transfer the ownership of the two (2) current First Response Vehicles to Batchawana First Response Team and Searchmont First Response Team

Be it resolved that the District of Sault Ste. Marie Social Services Administration Board approve the sale of vehicle #98-0008 (5604), 1998 Ford to Batchawana Community Volunteer First Response Team and vehicle #92-0068 (5605), 1992 Ford to the Searchmont Community Volunteer First Response Team for the sum of \$1.00 per vehicle."

K. Streich-Poser discussed the new Emergency First Response Team Vehicle Policy and the rationale behind the resolution. It was recommended in the original EFRT Vehicle Policy that the Batchawana and Searchmont crews be given with their current vehicles at a minimal cost. This resolution is housekeeping in relation to that item.

CARRIED

6. Ontario Works

Resolution #04-033

Moved By: B. Hayes

Seconded By: S. Butland

- 6.1 "Be it resolved that the report prepared by the Ontario Works Manager be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

Ontario Works Manager, C. Rosso, discussed the highlights of his report. He noted that 2003 was a good year for Ontario Works and commented on some of the most recent events such as the Ontario Works Committee tour. C. Rosso invited other Board members interested in a tour to contact him. The Addictions Initiative proposal has moved closer to finalization and C. Rosso remarked that there has been a great deal of progress with this proposal.

CARRIED

Resolution #04-034

Moved By: B. Hayes

Seconded By: S. Butland

- 6.2 "Be it resolved that the minutes from the August 12, 2003 Ontario Works Committee meeting be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

CARRIED

7. Community Child Care

Resolution #04-035

Moved By: V. Burns

Seconded By: D. Edgar

- 7.1 "Be it resolved that the report from the Community Child Care Services Manager be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

F. Lake, Community Child Care Manager, made a couple of comments regarding her report. She reviewed the payments as outlined in her report. F. Lake also pointed out that the Health and Safety funding that was originally approved by the DSSMSSAB Board in December was in fact covered at 100% by the Provincial Government. The Ministry of Children's Services has also offered additional funding for this initiative.

F. Lake discussed the fact that there are many more children using the local Child Care system than the 450 plus subsidized children. There are approximately 2000 children enrolled in total.

CARRIED

Resolution #04-036

Moved By: V. Burns

Seconded By: D. Edgar

- 7.2 "Be it resolved that the minutes from the Wednesday, November 19, 2003 Community Child Care Committee meeting be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

CARRIED

8. Social Housing

Resolution #04-037

Moved By: V. Burns

Seconded By: D. Edgar

Agenda - March 25, 2004 - DSSMSSAB Regular Board Meeting

- 8.1 "Be it resolved that the report from the Housing Programs Manager be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

R. Cobean, Housing Programs Manager, was available for comments and questions from DSSMSSAB Board Members. He recapped the additional savings created by the Social Housing Programs department.

CARRIED

Resolution #04-038

Moved By: V. Burns

Seconded By: D. Edgar

- 8.3 "Be it resolved that the minutes from the December 18, 2003 Social Housing Committee meeting be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

CARRIED

Resolution #04-039

Moved By: V. Burns

Seconded By: D. Edgar

- 8.4 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board accept the recommendation of the Social Housing Committee to change the Ranking Date process for the Centralized Waiting List as outlined by the Social Housing Programs Manager."

R. Cobean noted that currently, the Housing Program abides strictly by Provincial standards. He would now like to close the loophole in the waiting list created when an applicant reapplies for a different housing-unit after their original start date. With this resolution the new application will now adopt the actual date of the recent application as the new date.

CARRIED

Resolution #04-040

Moved By: V. Burns

Seconded By: D. Edgar

- 8.5 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board accept the recommendation of the Social Housing Committee to approve the sale of frontage property at 152 Second Line West from Neech-Ke-When Homes, to the Municipality of Sault Ste. Marie for the purpose of road widening."

Housing Programs Manager, R. Cobean, explained that this resolution must be passed before the property can be sold.

CARRIED

9. Social Housing Corporation

Resolution #04-041

Moved By: V. Burns
Seconded By: D. Edgar

- 9.1 "Be it resolved that the minutes from the Sault Ste. Marie Housing Corporation for December 19, 2003 and January 15, 2004 be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

CARRIED

10. Social Services

Resolution #04-042

Moved By: V. Burns
Seconded By: D. Edgar

- 10.1 "Be it resolved that the report from the Commissioner of Social Services be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

D. Overboe, Commissioner of Social Serves, gave a verbal report and praised his staff for the excellent work that they have done on the financial side of things. He also noted that he is very committed to the social programs themselves and that the support of his financial staff enables him to concentrate on the services provided. D. Overboe would like to recognize the staff for their efforts.

CARRIED

Resolution #04-043

Moved By: V. Burns
Seconded By: D. Edgar

- 10.2 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board accept the recommendation from the Commissioner of Social Services regarding the allocation of Enhanced Placement Funding."

D. Overboe had no recommendation at this time and would like to see this resolution withdrawn at this time.

WITHDRAWN

D. Overboe discussed the option of using the funds previously allocated for staffing, be used for the purpose of Disability Access initiative. D. Amaroso noted that the Executive Committee has expressed interest in investigating this matter further.

11. Director of Performance Standards

Resolution #04-044

Moved By: V. Burns

Seconded By: D. Edgar

- 11.1 "Be it resolved that the report from the Director of Performance Standards be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

K. Streich-Poser summarized her report. There were no questions or comments.

CARRIED

Resolution #04-045

Moved By: V. Burns

Seconded By: D. Edgar

- 11.2 "Be it resolved that the report on the Ontario Disability Support Programs (ODSP) prepared by the Director of Performance Standards be accepted as information."

K. Streich-Poser, Director of Performance Standards, addressed the report. It is an update of a previous report presented to the DSSMSSAB Board in 2003. It reflects the ever-increasing costs of ODSP as well as the local situation in regards to this program.

CARRIED

Resolution #04-046

Moved By: V. Burns

Seconded By: D. Edgar

- 11.3 "Be it resolved that the verbal report from the Public Education and Communication meeting be accepted by the District of Sault Ste. Marie Social Services Administration Board as information."

Public Education and Communication Committee Chair, D. Edgar, gave a verbal report to the Board regarding the recent meeting held March 10, 2004. Meeting highlights included updating the website, presenting annual reports and other public relations.

The Public Education and Communication Committee discussed the possibility of holding an upcoming DSSMSSAB Board meeting in the Sault North Planning Area. Board Members suggested holding the August meeting in that area.

CARRIED

Resolution #04-047

Moved By: D. Edgar

Seconded By: V. Burns

- 11.4 "Be it hereby resolved that the District of Sault Ste. Marie Social Services Administration Board accept the agreement of the Guarantee Company of North America to insure the liability assumed by this resolution as follows:

The District of Sault Ste. Marie Social Services Administration Board hereby

1. Assumes the liability for bodily injury to or death of any person or damage to or destruction of property of others, imposed by law upon:
 - (a) Partners, Board Members, Officers, Employees or Volunteers of the District of Sault Ste. Marie Social Services Administration Board for liability which arises out of the use or operation of such person of a licensed motor vehicle, or
 - (b) The owner of any licensed motor vehicle, for liability which arises out of the use or operation of such licensed motor vehicle by Partners, Board Members, Officers, Employees or Volunteers of the District of Sault Ste. Marie Social Services Administration Board
2. Declares that such assumption of liability be subject to the following limitations, exclusions and conditions:
 - (a) This assumption of liability applies only to the use or operation of a licensed motor vehicle in Canada or the United States of America by Partners, Board Members, Officers, Employees or Volunteers on behalf of the District of Sault Ste. Marie Social Services Administration Board including travel to and from work and attendance at meetings.
 - (b) This assumption of liability applies only in excess of existing insurance carried by the owner of the licensed motor vehicle which was being used or operated by Partners, Board Members, Officers, Employees or Volunteers at the time of the accident and does not apply unless the licensed motor vehicle was being used or operated by such person at the time of the accident is insured for not less than the minimum Third Party Liability Limit required by The Insurance Act for the Province of Ontario.
 - (c) This assumption of liability is subject to the agreements, conditions, terms and limit of liability insured in the Non-Owned Automobile Policy issued by the Guarantee Company of North America and shall terminate whenever such Non-Owned Automobile Policy is terminated."

K. Streich-Poser commented about the fact that this resolution basically provides insurance for DSSMSSAB Board Members while driving for Board business. No additional costs were incurred for this added insurance.

CARRIED

12. New Business

No New Business was discussed.

13. Old Business

No Old Business was discussed.

14. Correspondence/Information

- 14.1 Unity & Diversity Sault Ste. Marie - Pamphlet
- 14.2 Memorandum dated January 16, 2004 from Frank Malvaso, Regional Program Manager Municipal Services MCSS, regarding the Playground Safety Policy - New Revision to the Canadian Standards Association's CSA-Z614 Standard for Children's Playspaces and Equipment.
- 14.3 Memorandum dated February 20, 2004 from June Kelloway-Tarrant, Regional Program Manager, Children's Services MCSS, regarding the Health Canada Advisory.
- 14.4 Letter dated February 23, 2004 from Wilfred Cruz, Acting Manager MCSS regarding the Public Sector Salary Disclosure Act and reporting.
- 14.5 Memorandum dated February 19, 2004 from Dan Lafranier, Regional Director, Northern Region, MCSS regarding the Environmental Scan of Intervention Programs for Children Birth to Six.
- 14.6 Letter dated February 20, 2004 from Frank Malvaso, Regional Program Manager Municipal Services, MCSS regarding Ontario Disability Support Program (ODSP) Provincial Cost of Administration - Reconciliations for 2001 and 2002 and 2004 Billing Model.
- 14.7 Letter dated February 17, 2004 from Denis Fournier, Field Manager North East Field Office #5, MOHLT, regarding the Base Hospital Performance Agreement.
- 14.8 Mathewson Pro Office Sales Flyer valid until March 31, 2004
- 14.9 APCCurrents Newsletter dated February 2004
- 14.10 Letter dated January 26, 2004 from Malcolm Bates, Director, Emergency Health Services Branch regarding funding for TWMO Land Ambulance Services.
- 14.11 Advertisement / Flyer from D. Pearlman & Associates regarding Labour Relations and Consulting for Management.
- 14.12 Fax advertising Conference dates from the Strategy Institute - The Business of Affordable Housing
- 14.13 Fax dated February 19, 2004 from Ann Mulvalo, President of the Association of Municipalities of Ontario (AMO) regarding the Closure of "Judson" Ambulance Supply Centre.
- 14.14 Letter dated February 12, 2004 from Andy Koopmans, Executive Director for the Association of Municipal Managers, Clerks and Treasurers of Ontario regarding Membership Opportunities with the Association.
- 14.15 Memo dated February 13, 2004 from J. Luska, Commissioner of Human Resource for the City of Sault Ste. Marie regarding 2004 vacation entitlement.
- 14.16 Newsletter / Policy Brief dated October 2003 entitled Welfare Reform, Work and Child Care - The Role of Informal Care in the Lives of Low-Income Women and Children.
- 14.17 Invitation to support the Canadian Cancer Society St. Patrick's Benefit Dinner
- 14.18 Ontario Municipal Social Services Association (OMSSA) registration for the "Advocacy and Engagement" 2004 Spring Administrators' Seminar in King City, ON.
- 14.19 Letter dated February 10, 2004 from Linda Rowland, HR Systems Strategies Inc., regarding the HR information sessions.

Agenda - March 25, 2004 - DSSMSSAB Regular Board Meeting

- 14.20 Letter to Dree Pauze, Community Plan Coordinator regarding the Provincial Homelessness Initiative Fund.
- 14.21 Letter from Dr. Marie Bountrogianni, Minister of the Ministry of Citizenship and Immigration inviting community organizations to participate in Ontario's volunteer recognition programs for the year 2004.
- 14.22 Letter dated February 2, 2004 from Ron MacKinnon, Program Supervisor Municipal Services, Ministry of Community and Social Services regarding the Child Care Initiative.
- 14.23 Letter dated February 2, 2004 from Philip A. Hollins, Communications Officer for OMERS regarding the Annual Regional Meetings.
- 14.24 Memorandum dated January 21, 2004 from Irene Saric, Switchboard Receptionist, Civic Centre, regarding the Bell Canada Directory and Government Pages Update.
- 14.25 Memorandum dated January 21, 2004 from Irene Saric, Switchboard Receptionist, Civic Centre, regarding the directory update.
- 14.26 Memorandum dated January 9, 2004 from C. McMullin, Director, Ontario Works, Ministry of Community and Social Services regarding Permanent and Temporary Periods of Ineligibility for Social Assistance Fraud.
- 14.27 Memorandum dated January 13, 2004 from Sten S. Lif, CAO Kenora District Services Board regarding the Closure of Judson Street ' Store '.
- 14.28 Letter dated February 25, 2004 from Frank Malvaso, Regional Program Manager, Ministry of Community and Social Services regarding 2004/05 Transfer Payment Budget Package.
- 14.29 Memorandum dated February 25, 2004 from Dan Lafranier, Regional Director, Northern Region, Ministry of Community and Social Services regarding Environmental Scan of Intervention Programs for Children Birth to Six.
- 14.30 Letter dated March 8, 2004 from Malcolm Bates, Director of Emergency Health Services Branch, Ministry of Health and Long-Term Care, regarding SARS One-Time Final Payment - Sault Ste. Marie DSSAB - Ambulance Program
- 14.31 Letter dated March 15, 2004 from John Manarin, Regional Business Manager, Ministry of Community and Social Services regarding 2002-Year End Settlement for Municipal Services
- 14.32 Letter dated January 9, 2004 from Donna Dittaro, CAO, Rainy River DSSAB regarding the Closure of Judson Ambulance Supply Centre.
- 14.33 Memorandum dated January 19, 2004 from Dan Lafranier, Regional Director, Northern Region, Ministry of Community and Social Services regarding Pay Equity Settlement, Not-for-Profit Child Care.

15. Adjournment

Resolution #04-048

Moved By: D. Edgar

Seconded By: V. Burns

15.1 "Be it resolved that we do now adjourn."

CARRIED

District of Sault Ste. Marie Social Services Administration Board Chair, D. Amaroso adjourned the meeting at 6:42 p.m.