



District of Sault Ste. Marie

Social Services Administration Board

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

EXECUTIVE COMMITTEE (FINANCE, PERSONNEL, GOVERNANCE)

MINUTES for Tuesday, February 15th, 2005

Plummer Boardroom, Civic Centre at 12:00 p.m. (Noon)

PRESENT: D. Edgar D. Amaroso B. Hayes
 J. Curran P. Mick

CITY STAFF: K. Streich-Poser A. McRae J. Crawford

DSSMSSAB: A. Nanne

GUEST: G. Stefanizzi (BDO Dunwoody LLP)

Call to order 12:03 pm

The committee requested that flowers be sent to Arthur's Funeral Home for the funeral services of the mother-in-law of past Board Member, Peter Vaudry.

Review minutes from January 13, 2005 Executive Committee Meeting.

The minutes were reviewed and accepted.

Audit Planning Letter – Gabe Stefanizzi, BDO Dunwoody LLP

G. Stefanizzi provided and reviewed the Audit Planning Letter with committee members. The Audit Planning Letter is a communication tool for the DSSMSSAB and the Sault Ste. Marie Housing Corporation and is reviewed annually prior to the audit.

G. Stefanizzi intends to have the audited financial statements complete by the end of April, as requested by A. McRae and the Ministry of Community and Social Services. The Executive / Finance Committee will need to meet prior to the completion of the financial statements to approve the Sault Ste. Marie Housing Corporation financial statements. These SSMHC statements need to be incorporated into the DSSMSSAB financial statements.

J. Curran inquired about the materiality statement included in the Audit Planning Letter. He was informed that if an expense is below the materiality threshold it can be carried to the next year's financial statements, however if an item arises that is greater than the threshold an adjustment or special notification may be required on the next financial statement.

The financial audit began yesterday, February 14th and G. Stefanizzi hopes to review the draft of the financial statements at the March 31st DSSMSSAB Board meeting.

Accounts Payable:

DSSMSSAB Accounts Payable:

December 23, 2004 in the amount of \$28,435.66
January 7, 2005 in the amount of \$1,027,284.23
January 14, 2005 in the amount of \$5,953.46
January 20, 2005 in the amount of \$327,948.00
January 27, 2005 in the amount of \$804,977.59

A. McRae discussed and reviewed the accounts payable in detail with the Executive / Finance committee. There were no questions or comments and the payables will be brought forward to the next DSSMSSAB Board meeting.

Reports to Executive Committee:

- **Ontario Works Addiction Services Initiatives – Early Sites MCSS Final 2004 Report**

A. McRae reviewed the report with the committee members. D. Edgar asked if the Addiction Services Initiatives funding was 80% or 100% from the Provincial government. A. McRae responded we currently receive 100% funding from the Ministry of Community and Social Services and also added that the surplus will be put to good use.

- **Land Ambulance 2004 Financial Entries for Cross Border and First Nations Call and 2005 Budget Direction for Cross Border Calls**

A. McRae asked the committee members for guidance regarding the cross border calls and told them that he needs budget direction. The written report provided to the committee supplied background information and calculations for to assist them with decision making.

K. Streich-Poser issued a caution regarding the task force that researching the cross border issue. She also noted that this information has not yet gone to the MOHLTC and has only been distributed to the municipalities for feedback. D. Edgar inquired about the progress in the calculations and their validity for reaching cross border billing totals. He was told that we have not yet heard back from the CACC regarding this matter.

D. Amaroso commented that until something has been approved by the MOHLTC it might be best to act cautiously and prepare financially for the worst case. D. Edgar felt that with the other municipalities dragging their feet, this situation might only get worse. He suggested that we continue to set aside the funds as a precaution.

B. Hayes disagreed, and felt that we might already have enough funds put aside. He asked staff for a recommendation regarding this issue. K. Streich-Poser responded that the Algoma DSSAB and DSSMSSAB have agreed not bill each other for cross border calls. However, she is not optimistic that the agreement would hold forever, and added that our reserves could go quickly if this happens. K. Streich-Poser recommended that a compromise of reserving less than \$151,000 might be a good option and felt that reserving \$90,000 might be a reasonable amount.

It was suggested that we should reach an agreement in writing with the Algoma DSSAB and even possibly the Manitoulin-Sudbury DSSAB. K. Streich-Poser said that part of the problem is that the call data is unavailable or inaccurate at best.

A. McRae has reservations and is concerned that the Ministry of Health will not come forward with their 50% funding for these bills. J. Curran commented that as a result of the unknowns, we might need to consider putting a higher amount into the reserve. The committee agreed that this issue has been going on for 4 years now and that we need to be active in getting this settled.

A vote was held and everyone, with the exception of B. Hayes, agreed that the higher amount of \$151,000 would be put into reserve for Cross Border Billing. It was also agreed that on budget night this item could be revisited and debated.

A. McRae requested that any potential First Nations revenue not be recorded in the budget, as it will most likely not come to be. The Executive / Finance committee agreed to this request.

- **Ontario Works Administration LSS Staffing and Equipment MCSS Final 2004 Report**

The report was reviewed and accepted.

- **Ontario Works Enhancement Funding – MCSS 2004 Annual Report**

There is \$337,000 remaining in the Enhancement Fund that needs to be allocated soon. K. Streich-Poser noted that a number of proposals have been brought forward for consideration.

- **Ontario Works – MCSS Final 2004 Report**

A. McRae discussed the Ontario Works Final Report. He and K. Streich-Poser reviewed the 3-level Ontario Works funding process with the Executive committee. K. Streich-Poser also commented that this funding process would be eliminated with the changes to Ontario Works.

Other Business

- Ontario Works Administrator Appointment by Board

K. Streich-Poser informed the committee that R. MacKinnon from the Ministry of Community and Social Services asked that the DSSMSSAB appoint an administrator for Ontario Works to replace former Commissioner of Social Services, David Overboe. The DSSMSSAB needs to notify the Ministry who the administrator will be. The committee agreed that a fax poll would be circulated with the Executive committee recommending that K. Streich-Poser be the named as the Ontario Works Administrator.

Next Meeting – March 10, 2005 (Budget Review)

The committee accepted March 10th as the date for the Budget Review meeting.

In Camera Session

- Job Analysis for Executive Assistant to the DSSMSSAB Board Position

Adjournment

The meeting was adjourned at 1:05 p.m.