



REGULAR BOARD MEETING AGENDA

Healthy, Sustainable Communities

Date: Wednesday, April 26, 2023

Time: DNSSAB Board Meeting at 1:00 PM (or directly following the Community Services Committee Meeting)

Location: By video conference via link below or at the DNSSAB Boardroom

Join Zoom Meeting

<https://us06web.zoom.us/j/82331276146?pwd=ZTgzNVVoREtrQkI3RTVReEsra3Qrdz09>

Meeting ID: 823 3127 6146

Passcode: 69771171

One tap mobile

+16475580588,,82331276146#,,,,*69771171# Canada

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Members: Councillor Mark King - *Chair*, Councillor Lana Mitchell – *Vice Chair*, Councillor Melanie Chenier, Mayor Peter Chirico, Councillor Maggie Horsfield, Councillor Terry Kelly, Mayor Ethel LaValley, Councillor Justine Mallah, Councillor Chris Mayne, Mayor Dan O'Mara, Councillor Jamie Restoule, Representative Amanda Smith.

Item	Topic
1.0	1.1 Call to Order MOTION: #2023-36 THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the Regular Board meeting of April 26, 2023 at ____PM. 1.2 Declaration of Conflict of Interest
2.0	Opening remarks by the Chair
3.0	Approval of Agenda for April 26, 2023 MOTION: #2023-37 THAT Board members accept the Agenda as presented.

Item	Topic
4.0	Approval of Minutes (March 22, 2023) 4.1 MOTION: #2023-38-A THAT the Board adopt the minutes of the proceedings of the Regular Board meeting of March 22, 2023. 4.2 MOTION: #2023-38-B THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of March 22, 2023.
5.0	Delegations - None at this time.
6.0	6.1 CAO Verbal Update MOTION: #2023-39 THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Verbal Report for April 26, 2023.
7.0	CONSENT AGENDA – there are no consent agenda items
8.0	Managers’ Reports 8.1 HS11-23 Homelessness Prevention Program 2023-24 Investment Plan MOTION: #2023-40 A) Be it Resolved THAT the District of Nipissing Social Services Administration Board approves the LIPI allocation included in the 2023-24 Homelessness Prevention Program (HPP) Investment Plan of \$445,000. B) THAT the Board approves the remaining 2023-24 Investment Plan for the allocation of the Homelessness Prevention Program (HPP) funding as set out in the report HS11-23; and, Furthermore, that the District of Nipissing Social Services Administration Board receive further recommendations from staff on the remaining allocation of funds once the consultant’s report on the Homelessness Program and Feasibility Study is received later in 2023.
	8.2 B18-23 COVID Workplace Vaccination Protocol Rescission MOTION: #2023-41 THAT DNSSAB Resolution #2023-17 approving the COVID Workplace Vaccination Policy be rescinded; and THAT the District of Nipissing Social Services Administration Board (DNSSAB) suspend its COVID -19 Workplace Vaccination Policy effective immediately; and

Item	Topic
	THAT the DNSSAB will continue to closely monitor the COVID-19 risk to ensure that it continues to prioritize the health and safety of employees and the public that are served.
	8.3 B12-23 Workplace Diversity and Inclusion – this report provides information on the DNSSAB’s commitments to workplace diversity and inclusion.
9.0	OTHER/NEW BUSINESS
10.0	NEXT MEETING DATE Wednesday, May 24, 2023
11.0	ADJOURNMENT MOTION: #2023-42 THAT the Board meeting be adjourned at _____.

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING –March 22, 2023

2:00 PM

Virtually via Zoom and in person in DNSSAB Boardroom

MEMBERS PRESENT:

Councillor Mark King (Chair)

Councillor Lana Mitchell (Vice Chair)

Councillor Mélanie Chenier

Mayor Peter Chirico

Councillor Maggie Horsfield

Councillor Terry Kelly

Mayor Ethel LaValley

Councillor Justine Mallah

Councillor Chris Mayne

Mayor Dan O'Mara

Councillor Jamie Restoule

Representative Amanda Smith

STAFF ATTENDANCE:

Catherine Matheson, CAO

Marianne Zadra, Executive Coordinator and Communications

Melanie Shaye, Director of Corporate Services

David Plumstead – Manager Planning, Outcomes & Analytics

Justin Avery, Manager of Finance

Tracy Bethune, Director, Housing Operations

Lynn Demore-Pitre, Director, Children's Services

Michelle Glabb, Director, Social Services and Employment

Stacey Cyopeck, Director of Housing Programs

Dawn Carlyle, Project Manager

Donna Mayer, Manager of Project Development

Stephen Kirk, Chief of Paramedic Services

1.1 CALL TO ORDER

Resolution No. 2023-26

Moved by Maggie Horsfield

Seconded by Jamie Restoule

Resolved THAT the Board of Directors accept the Roll Call as read by the Recording Secretary for the Regular Board meeting of March 22 at 2:03 PM.

CARRIED

1.2 DECLARATION OF CONFLICTS OF INTEREST

No conflicts were declared.

2.0 CHAIR'S REMARKS

Chair Mark King welcomed everyone and spoke about the housing needs analysis in the agenda. He thanked paramedics involved in the Paramedics and Pancakes event hosted by MPP Fedeli and noted the opportunity is presented for people to learn more about Community Paramedicine. He also noted a DNSSAB presentation to West Nipissing Council the previous night and thanked Deputy Mayor Restoule for his kind words at that presentation.

3.0 ADOPTION OF THE AGENDA FOR MARCH 22, 2023

Resolution No. 2023-27

Moved by Lana Mitchell

Seconded by Amanda Smith

Resolved THAT the Board accepts the agenda as presented.

CARRIED

4.0 APPROVAL OF MINUTES

4.1 Resolution No. 2023-28-A

Moved by Terry Kelly

Seconded by Dan O'Mara

THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of February 22, 2023.

Carried.

4.2 Resolution No. 2023-28-B

Moved by Chris Mayne

Seconded by Jamie Restoule

THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of February 22, 2023.

Lana Mitchell indicated the minutes erroneously showed she declared a conflict – this was noted and subsequently changed.

Carried.

5.0 DELEGATIONS – there were no delegations

6.0 CAO VERBAL UPDATE

Resolution No. 2023-29

Moved by Justine Mallah

Seconded by Ethel LaValley

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Verbal Report for March 22, 2023.

CAO Catherine Matheson informed the Board that staff hope to identify by May the priorities of each board member which will be reflected in a report, and then consider how to move forward as a group. Each member will be contacted individually to arrange conversations about this with the CAO.

In today's agenda there is a request for a Needs and Demand analysis which will allow DNSSAB to be competitive when it comes to RFPs with the Canada Mortgage and Housing Corporation (CMHC) and will provide information on how to move forward with affordable housing.

CARRIED

7.0 CONSENT AGENDA

Resolution No. 2023-30

Moved by Lana Mitchell

Seconded by Maggie Horsfield

THAT the Committee receives for information or approval, Consent Agenda items 7.1 to 7.5.

7.1 HS08-23 Update on Proposed Addition of Transitional Housing Units – information regarding the proposed expansion of the Crisis Centre North Bay's Four Elms shelter in North Bay to increase the number of transitional housing units/beds in the District.

7.2 B16-23 Revisions to the Political Elections Policy

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approve the changes to the Elections Policy as presented.

There was discussion about what is meant by Corporate Property. It was clarified that this does not include certain NDHC properties and the following will be included in the policy:

"Corporate Properties means properties owned or leased by the DNSSAB and NDHC, where DNSSAB employees work. Corporate Properties does not include NDHC properties where people live."

Melanie Shaye noted that policy change comes about as a result of recommendations from the Board or recommendations from staff that are presented to the Board.

7.3 B15-23 Political Lobbying - an overview of the requirements regarding the use of a consultant lobbyist.

7.4 B09-23 Revisions to the Travel, Meal and Hospitality Policy

THAT the District of Nipissing Social Services Administration Board approve the changes to the Travel, Meal, and Hospitality Policy as presented.

In response to a question, the approval of the Finance Chair for certain travel is required as they have the best knowledge of the budget and are best informed to approve. Mileage expenses follow CRA rates.

7.5 B13-23 DNSSAB By-laws Amendments

THAT the District of Nipissing Social Services Administration Board (DNSSAB) accepts the changes to General Business By-law (By-Law#1) and Procedural By-law (By-law#2), as

described in report B13-23.

There was discussion about the process of amending/modifying the By-Laws and clarification was offered on the item about Board members requesting information from staff. Simple requests for information are encouraged. Requests that are more complex and would require hours of work are done through meetings to ensure the Board is in favour of such action.

Carried by 2/3 vote.

8.0 Managers Reports

8.1 B11-23 2023 Board Service Reimbursement Update

Moved by Terry Kelly

Seconded by Lana Mitchell

Resolution No. 2023-31

THAT the revisions to the Board Service Reimbursement Policy be approved by the District of Nipissing Social Services Administration Board (DNSSAB) as presented in report B11-23.

Finance Manager Justin Avery explained that CPI increases are applied each year. Due to the rate of inflation, the rate proposed this year is higher than previous years. Members discussed the increase and also recognized the time commitment to prepare for meetings and the responsibilities in their decisions.

CARRIED

8.2 B17-23 Housing Demand and Needs Analysis for Affordable Housing Development

Moved by Terry Kelly

Seconded by Justine Mallah

Resolution No. 2023-32

WHEREAS there is a need to increase additional affordable housing within the District of Nipissing; and

WHEREAS there is a need for a comprehensive need and demand analysis to identify priority areas for investment and to identify types of affordable housing priorities across the district;

BE IT RESOLVED THAT the Board approves attaining the services of an outside consultant to update the district-wide housing need and demand study; and,

THAT the study be funded from the affordable housing reserve up to a maximum of ~~\$100,000~~ \$80,000 as amended.

There was discussion about the need for district-wide analysis and the cost. It was recommended by some Board members that the funding for the study be reduced to \$80,000 from the original ask of \$100,000. Members from the smaller municipalities stressed the importance of such a study in their areas.

CARRIED as amended

9. NEW BUSINESS

9.1 Motion from National Housing Strategy and Canadian Alliance to End Homelessness – if endorsed, to be sent to the Canadian Alliance to End Homelessness (CAEH) and Association of Municipalities of Ontario (AMO).

Moved by Peter Chirico

Seconded by Lana Mitchell

Resolution No. 2023-33

Whereas: In 2019, Parliament passed the National Housing Strategy Act, which recognized housing as a human right, achieved through housing programming, policies, and budgetary decisions that would improve housing outcomes;

And Whereas: The National Right to Housing Network states that Canada has failed to meet the housing needs of Canadians as the cost of living in Canada is increasing at an exponential rate leaving thousands of households homeless or at risk of homelessness and making it hard for people already homeless to find adequate and affordable housing;

And Whereas: In 2022, the Network released a Call to Action to reclaim the National Housing Strategy by issuing 14 recommendations that will prioritize the federal government's commitment to realizing housing as a human right and the Canadian Alliance to End Homelessness has developed a proposal entitled the Homelessness Prevention and Housing policy which includes the creation of a housing benefit that would help low-income Canadians afford housing despite the rise in inflation;

Therefore, be it resolved that the District of Nipissing Social Services Administration Board support the recommendations outlined by the National Right to Housing Network to fulfill the Federal Government's commitment to realizing housing as a human right.

And therefore, be it further resolved that the District of Nipissing Social Services Administration Board fully supports the Canadian Alliance to End Homelessness in requesting the creation of the Homelessness Prevention Housing Benefit to ensure that all Canadians have a stable and affordable place to live.

CARRIED

9.2 NOTICE OF MOTION – brought forward by Lana Mitchell.

WHEREAS there is a priority in the community around cultural sensitivity, inclusion and diversity, as identified by the Community Advisory Board; and;

WHEREAS the DNSSAB has identified the strategic goals of removing systemic barriers and providing seamless access to services; and,

WHEREAS DNSSAB recognizes the importance of diversity, inclusion, communication without language barriers and cultural sensitivity in all customer service delivery; and,

WHEREAS the DNSSAB recognizes the importance of diversity, inclusion and cultural sensitivity in the workplace;

Therefore, BE IT RESOLVED that staff bring forward a report to the Board detailing the initiatives and actions undertaken by the DNSSAB, and what will be undertaken, recognizing this priority.

Member Lana Mitchell informed the Board that the Community Advisory Board, which she co-chairs, is concerned that language barriers may prove detrimental to clients not fluent in English or French. The Board was informed this issue will be part of a larger report planned for next month. It was also requested that Board members be invited to participate in any cultural sensitivity training organized for staff and the Chair confirmed this can happen.

Both Lana Mitchell and Justine Mallah supported the notice of motion.

Another item of new business was brought up by Peter Chirico. He noted the vaccination policy at the City of North Bay has changed and asked if report B08-23 Vaccination Policy that was approved last month can be rescinded. There was discussion and staff agreed to review the policy and come back next month.

10. NEXT MEETING DATE

Wednesday, April 26, 2023

11. ADJOURNMENT

Resolution No. 2023-34

Moved by Ethel LaValley

Seconded by Mélanie Chenier

THAT the Board meeting be adjourned at 3:38 PM.

CARRIED.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator



MINUTES OF PROCEEDINGS

**COMMUNITY SERVICES COMMITTEE MEETING
WEDNESDAY, MARCH 22, 2023
12:00 PM – VIRTUALLY VIA ZOOM AND IN DNSSAB BOARDROOM**

MEMBERS PRESENT:

Councillor Lana Mitchell (Chair)

Councillor Mélanie Chenier (Vice Chair)

Mayor Peter Chirico

Councillor Maggie Horsfield

Councillor Terry Kelly

Councillor Mark King

Councillor Justine Mallah

Councillor Chris Mayne

Mayor Dan O'Mara

Mayor Ethel LaValley (not on committee)

Councillor Jamie Restoule (not on committee)

Representative Amanda Smith (not on committee)

STAFF ATTENDANCE:

Catherine Matheson, CAO

Marianne Zadra, Executive Coordinator and Communications

Melanie Shaye, Director of Corporate Services
Michelle Glabb, Director of Social Services and Employment
Lynn Demore-Pitre, Director Children's Services
Stacey Cyopeck, Director, Housing Programs
Tracy Bethune, Director, Housing Operations
Stephen Kirk, Chief of Paramedic Services
Justin Avery, Manager of Finance
David Plumstead, Manager Planning, Outcomes & Analytics
Donna Mayer, Manager of Project Development

1.1 CALL TO ORDER –The Community Services Committee was called to order at 12:02 PM by Recording Secretary Marianne Zadra until a Chair is elected. Roll call was taken.

1.2 DECLARATION OF CONFLICTS OF INTEREST – no conflicts were declared.

1.3 ELECT COMMITTEE CHAIR

A) Call for Nominations

RESOLUTION: #CSC2023-01

THAT Lana Mitchell and Terry Kelly accept the nomination(s) for Chair.

MOVED BY: Maggie Horsfield

SECONDED BY: Chris Mayne

Lana Mitchell was nominated by Peter Chirico and Terry Kelly was nominated by Mark King. Both accepted the nominations.

Carried.

B) Call for Vote

MOTION #CS2023-02

THAT Lana Mitchell be the elected Chair of the Community Services Committee for the term ending December 31, 2023.

MOVED BY: Maggie Horsfield

SECONDED BY: Justine Mallah

Carried

1.4 Elect Committee Vice Chair

A) Call for Nominations of the Vice Chair

MOTION #CS2023-03

THAT Melanie Chenier accept the nomination(s) for Vice Chair.

MOVED BY: Peter Chirico

SECONDED BY: Chris Mayne

Mélanie Chenier accepted her nomination and Terry Kelly declined his nomination.

Carried

C) Call for Vote

MOTION #CS2023-04

THAT Mélanie Chenier be the elected Vice Chair of the Community Services Committee for the term ending December 31, 2023.

MOVED BY: Amanda Smith

SECONDED BY: Lana Mitchell

Carried

2.0 OPENING REMARKS

Chair Lana Mitchell took over the meeting and thanked everyone noting they are looking forward to the role.

3.0 Approval of the Agenda

RESOLUTION: #CS2023-05

THAT the Community Services Committee accepts the Agenda as presented.

MOVED BY Melanie Chenier

SECONDED BY: Peter Chirico

Carried

4.0 DELEGATIONS**4.1 A - Built for Zero (BFZ) Canada – by Robyn Leblanc - Improvement Advisor with BFZ Canada**

Robyn Leblanc described what the organization, launched in 2019 does, and how the Nipissing Community is doing as a BFZ member to reach functional zero homelessness (three or less people homeless). She explained how real-time data helps identify barriers in homelessness response to make system improvements. To this end, strong data through the By Name List (BNL) and HIFIS is critical. A collective of agencies make up the local BFZ team, including the CAB and change team that meets at systems improvement table. There was discussion about challenges and successes. The Chair noted that eight members of the change team attended a learning session last month where 41 communities met to learn and share. The Chair thanked Robyn.

4.1 B - HS05-23 Building for Functional Zero - Homelessness System Update**RESOLUTION #CS2023-06**

WHEREAS report HS05-23 provides an update on the Homelessness System and implementation of Built for Zero (BFZ); a data-driven approach to ending Chronic Homelessness, including an update on the current shelter system capacity; and,

WHEREAS there remain visible gaps in service for the homeless across the district;

BE IT RESOLVED THAT the Board approves attaining the services of an outside consultant to complete a feasibility study for an unsheltered hub within the City of North Bay and to review and recommend pathways and supports for homeless individuals throughout the district; and,

THAT, the study be funded from the affordable housing reserve up to a maximum of \$40,000.

MOVED BY: Justine Mallah

SECONDED: BY Chris Mayne

There was discussion over the cost and the purpose of seeking an outside consultant to do the work. The CAO explained staff are not in a position to undertake this work. A feasibility study will be done first about an unsheltered hub and to recommend supports throughout the district. She noted smaller communities have also shown concern about homelessness services. A consultant would also provide a fresh view of the current situation.

Carried

4.2 CS01-23 CWELCC Space Allocation Plan – by Lynn Démoré-Pitre and David Plumstead**RESOLUTION: #CS2023-07**

That the District of Nipissing Social Services Administrative Board (DNSSAB) accepts Briefing Note CS01-23 for information purposes.

MOVED BY: Justine Mallah

SECONDED BY: Terry Kelly

Children's Services Director, Lynn Démoré-Pitre and Manager Planning, Outcomes & Analytics, David Plumstead presented information on the Canada-Wide Early Learning and Child Care Space Allocation Plan. The presentation included an overview of the district's plan as well as data related to the number of children from 0-5 years of age waiting to access licensed child care in the district and neighborhoods where there is a need for more licensed spaces. Lynn informed the board that the report submitted to the province for consideration highlighted DNSSAB's willingness to work with the Ministry to expand the spaces beyond the notional allocation for Nipissing. They noted the biggest challenge faced by the sector is staff recruitment and retention. DNSSAB's plan is to focus on increasing capacity within the current system by supporting enhanced recruitment efforts and increasing spaces available in licensed in-home child care services. These two initiatives address waitlist pressures and meet the needs of families living in underserved communities. The goal is to open 16 new in-home locations that could meet the needs of underserved and rural communities. DNSSAB has requested additional spaces from the province in order to meet these needs and is awaiting word from the Ministry this spring.

Carried.

5.0 CONSENT AGENDA**RESOLUTION #CS2023-08**

THAT the Committee receives for information Consent Agenda item 5.1 to 5.3.

MOVED BY: Maggie Horsfield

SECONDED BY: Mélanie Chenier

5.1 HS06-23 – Response to Bill 23, More Homes Built Faster Act, 2022 – This report provides details on the Association of Municipalities Ontario (AMO) response to Bill 23, More Homes Built Faster Act, 2022, for information purposes.

5.2 SSE01-23 MCCSS Modernization Update - Information Report SSE01-23 provides an update on the implementation of the Ministry of Children, Community and Social Services (MCCSS)

Ontario Works modernization initiatives in Nipissing District.

There was discussion about the process of modernization. Michelle explained there will be a service system manager to oversee employment services in Nipissing District this fall. Ontario Works will not take on this role as its focus will be on life stabilization and to partner with the employment agencies.

5.3 B14-23 Strategic Activities of the 2019-2022 Board Term - an overview of the activities of the 2019-2022 Board term as they relate to the long-term goals of the 2022-2042 Strategic Plan, for information.

Carried

6.0 MANAGERS' REPORTS

6.1 B10-23 Mobile Nurse Practitioner Pilot Program Evaluation and Final Report

MOVED BY: Peter Chirico
SECONDED BY: Terry Kelly

RESOLUTION #CS2023-09

THAT the District of Nipissing Social Services Administration Board (DNSSAB) accepts the Mobile Nurse Practitioner Pilot Program Evaluation and Final Report included in the appendix of Board Report B10-23 and that staff carry out the report's recommendations.

Nurse Practitioner Christine Sutherland joined David Plumstead in speaking about the one-year pilot project funded SSRF from March 2021 to March 2022. They indicated how two objectives were achieved, addressed an early delay, and lower uptake in some communities. 68 patients were rostered into primary care. It was recommended that this program be made permanent, including establishing locations in service areas.

The Chair thanked David and Christine.

Carried

6.2 PS03-23 Response Time Standards

MOVED BY: Justine Mallah
SECONDED BY: Chris Mayne

RESOLUTION #CS2023-10

THAT the District of Nipissing Social Services Administration Board (DNSSAB) accepts the Ontario Ambulance Response Times Standards (RTS) and compliance for 2022.

Paramedic Services Chief Stephen Kirk provided background on Response Time Standards, including amendments to ambulance act. Submit to province annually.

Carried

7.0 OTHER BUSINESS – there was none.

8.0 NEXT MEETING DATE

Wednesday, April 26, 2023

9.0 ADJOURNMENT

RESOLUTION: #CS2023-11

MOVED BY: Terry Kelly

SECONDED BY: Peter Chirico

***Resolved* THAT the Community Services Committee meeting be adjourned at 1:50 PM.**

Carried.

LANA MITCHELL
CHAIR OF THE COMMITTEE

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator

BRIEFING NOTE HS11-23

☐ For Information or ☒ For Approval

Date: April 26, 2023
Purpose: Homelessness Prevention Program 2023-24 Investment Plan
Prepared by: Stacey Cyopeck, Director, Housing Services
Reviewed by: Justin Avery, Manager of Finance
Approved by: Catherine Matheson, Chief Administrative Officer

Alignment with Strategic Plan: Healthy, Sustainable Communities

☒ Maximize Impact
 ☒ Remove Barriers
 ☒ Seamless Access
 ☐ Learn & Grow

RECOMMENDATION

A) *Be it Resolved* THAT the District of Nipissing Social Services Administration Board approves the LIPI allocation included in the 2023-24 Homelessness Prevention Program (HPP) Investment Plan of \$445,000.

B) THAT the Board approves the remaining 2023-24 Investment Plan for the allocation of the Homelessness Prevention Program (HPP) funding as set out in the report HS11-23; and,

Furthermore, that the District of Nipissing Social Services Administration Board receive further recommendations from staff on the remaining allocation of funds once the consultant's report on the Homelessness Program and Feasibility Study is received later in 2023.

BACKGROUND

On March 24, 2023, DNSSAB received notification of the 2023-24 allocation for the Homelessness Prevention Program (HPP). Nipissing's allocation will see an unprecedented increase from \$2,339,100 in 2022/23 to \$5,303,700 in 2023/24. The notification indicated the same allocation is planned for the 2024-25 and 2025-26 fiscal years.

Over the last several years, and particularly during the pandemic, there has been an increase in the number of households experiencing homelessness, especially those with barriers including mental illness and problematic substance use. Capacity issues in the housing, shelter and support service sectors continue to be identified as barriers and priorities to connecting households on the By Name List (BNL) with the resources required to be successfully housed.

In April of 2022, the Province of Ontario consolidated the Community Homelessness Prevention Initiative (CHPI) Program, the Strong Community Rent Supplement Program (SCRSP) and Home for Good (HFG) funding into the Homelessness Prevention Program (HPP). The new funding reduced the administrative funding rate from the previous 10%, to 5% beginning in 2023-24.

The HPP is intended to be flexible and streamlined, allowing Service Managers to target funding on initiatives that will have the greatest impact on reducing and preventing homelessness. The three key outcomes are to prevent homelessness, address homelessness and reduce chronic homelessness, through four Operating Service Categories as follows:

- Supportive Housing
- Community Outreach and Support Services
- Housing Assistance
- Emergency Shelter Solutions

CURRENT STATUS/STEPS TAKEN TO DATE

From 2020 to 2022, the DNSSAB received \$13,082,149 through the Social Service Relief Fund (SSRF) to mitigate the risks of homelessness. This funding allowed the DNSSAB to support numerous community services, a low-barrier shelter, motel overflow, isolation beds, and the creation of 60 new supportive transitional housing units at the Northern Pines Campus. The last SSRF funding, Phase 5, ended on December 31, 2022.

The capital costs for the three phases of Northern Pines were primarily funded through the Social Services Relief Fund (SSRF), the Investment in Affordable Housing 2014 Extension (IAH-E) program, and the Ontario Priorities Housing Initiative (OPHI), outlined in Figure 1 below. These funding sources are a mix of provincial and federal funding. Phase 3 is the only phase that includes municipal funding due to the lack of other provincial funding sources available to cover the entire capital costs.

Figure 1: Northern Pines Capital Funding

Project Name	Funding Source	Approved Capital Funding
Northern Pines – Phase 1	IAH-E	\$1,200,000.00
Northern Pines – Phase 2	SSRF-2	\$2,113,250.00
	OPHI	\$355,320.00
Northern Pines – Phase 3	SSRF-4	\$1,282,523.00
	DNSSAB In-Year Surplus	\$817,477.00
TOTAL		\$5,768,570.00

Northern Pines campus continues progressing with the final two phases nearing completion with expected occupancy in 2023. Remaining costs for completion include some unexpected capital requirements to modernize the existing elevator. The total cost of the elevator modernization is \$187,651.19, of which \$100,000 was secured through SSRF Phase 5, while the remaining \$87,651.19 is being recommended from the 2023-24 HPP allocation. Other remaining costs for operational start up include furnishings, blinds, and security cameras. The estimated value of those remaining items is \$300,000.

As outlined in Figure 2 below, operational funding for Northern Pines and the Low Barrier Shelter was budgeted for 2023 through a combination of the Affordable Housing Reserve, HPP and the levy in an effort to maintain services at the current level pending continued advocacy for sustainable funding from the Province.

Figure 2: 2023 Approved Budget for Northern Pines

2023 Budget			
Program	Total 2023 Budget	2023 Levy Portion of Budget	HPP Funding
Emergency Overflow	\$777,200	\$723,800	\$53,400
Low Barrier Shelter	\$1,237,020	\$1,237,020	\$0
Northern Pines Phase 1	\$1,030,360	\$780,360	\$250,000
Northern Pines Phase 2	\$306,960	\$306,960	\$0
Northern Pines Phase 3*	\$786,492	\$786,492	\$0
Subtotal	\$4,138,032	\$3,834,632	\$303,400
<i>Affordable Housing Reserve</i>		-\$1,800,000	
Net DNSSAB Base Budget		\$2,034,632	

* NP3 for 9 months of operation

RECOMMENDATION AND RESOURCES REQUIRED

For 2023-24, as noted in Figure 3 below, the total value of funds allocated for HPP is \$4,653,109, broken down as follows:

- \$2,339,100 to maintain existing programs and services provided by Crisis Centre North Bay, Low Income People Involvement and DNSSAB Housing Services;
- \$514,009 to enhance the Co-ordinated Access, By-Name List, and Nipissing's Built for Zero Action Plan initiatives, as well as the one-time expenses of the unfunded portion of the elevator modernization and start-up costs for Northern Pines Phase 3.
- \$1,800,000 to offset operating costs of Northern Pines, Low Barrier Shelter and Overflow, mitigating the need to access the Affordable Housing Reserve in 2023, as outlined during budget deliberations. The remaining costs of \$2.034 million to operate these services are built into the base budget and would remain funded by the DNSSAB levy.

The remaining balance of unallocated HPP funding would be up to \$650,591, depending on the Northern Pines Phase 3 model selected. The Gathering Place's daytime Warming Centre has been operating daily since January 2023, providing a location for homeless individuals to shelter during the day, with support staff to assess their needs and connect them to housing resources. Currently, this service is contracted to close at the end of April, and resume in November 2023. Given the early successes of the program, DNSSAB staff and the operator have begun discussions about the possibility of extending the services beyond April 30th. Should an extension be feasible, staff recommend allocating HPP funds up to the CAO's delegated authority to offset operating costs from May 1st to October 30th. Any remaining funds for 2023-24 would then be available for allocation following the consultant's report and recommendations from the Homelessness Program and Feasibility Study. The consultant's report and staff recommendations will be brought back to a future meeting of the Board for decision, as well as future fiscal year annualized HPP investment plans.

Figure 3: 2023-24 HPP Allocations

	2023-24
Existing Programs and Services (CCNB, LIPI, DNSSAB, etc.)	\$2,339,100.00
Northern Pines, Low-Barrier Shelter and Overflow	\$1,800,000.00
Coordinated Access/By-Name List/Built for Zero & One-Time Elevator & Start-Up Costs	\$514,009.00
Total HPP Allocations	\$4,653,109.00

Figure 4 below outlines the HPP Investment Plan by Service Category, as required by MMAH.

Figure 4: 2023-24, 2024-25 HPP Investment Plans by Service Category

	2023-24	2024-25
Service Category	\$5,303,700.00	\$5,303,700.00
Community Outreach and Support Services	\$547,732.00	\$1,301,980.00
Emergency Shelter Solutions	\$1,301,980.00	\$547,732.00
Housing Assistance	\$1,055,212.00	\$1,055,212.00
Supportive Housing	\$1,483,000.00	\$1,445,164.00
Administration (5%)	\$265,185.00	\$265,185.00
Total HPP Allocations	\$4,653,109.00	\$4,615,273.00
Variance	\$650,591.00*	\$688,427.00**

*this amount may be reduced depending on the Northern Pines phase 3 model, as well as the possible extension of the warming centre.

**Accounts for a full 12 months of operations for Northern Pines Phase 3

RISK IDENTIFICATION AND MITIGATION

An RFP for a Homelessness Program and Feasibility Study, approved by the Board in March 2023 will be issued in April. Once recommendations are received and a model is chosen, options to allocate the remaining available funds for 2023/24 will be brought to the Board.

CONCLUSION:

The unprecedented increase of almost 130% in Homelessness Prevention Program funding, and its planned continuity over three fiscal years, indicates the Province's recognition of the significant and increasing challenges faced by homeless individuals. This funding will allow the DNSSAB to initiate long-term planning that meets the priorities identified in the 10-Year Housing and Homelessness Plan, the Homelessness Action Plan, and the District's Built for Zero Action Plan in supporting and housing vulnerable individuals in Nipissing District, while providing critical stabilization for the unique model being developed at Northern Pines Campus.

BOARD REPORT B18-23

☐ For Information or ☒ For Approval

Date: April 26, 2023

Purpose: **COVID-19 Workplace Vaccination Protocol Rescission**

Prepared by: Melanie Shaye, Director of Corporate Services

Reviewed by: Justin Avery, Manager of Finance

Approved by: Catherine Matheson, Chief Administrative Officer

Alignment with Strategic Plan: Healthy, Sustainable Communities

☐ Maximize Impact ☐ Remove Barriers ☒ Seamless Access ☐ Learn & Grow

RESCISSION

THAT DNSSAB Resolution #2023-17 approving the COVID Workplace Vaccination Policy be rescinded; and

THAT the District of Nipissing Social Services Administration Board (DNSSAB) suspend its COVID -19 Workplace Vaccination Policy effective immediately; and

THAT the DNSSAB will continue to closely monitor the COVID-19 risk to ensure that it continues to prioritize the health and safety of employees and the public that are served.

BACKGROUND

On February 22, 2023 the DNSSAB's Directors approved extending the COVID-19 Vaccination Policy for an additional twelve months.

On February 28, 2023 the City of North Bay, the landlord for North Bay City Hall where the majority of the DNSSAB's office staff work, suspended their workplace COVID-19

Vaccination Policy, citing a lower-risk environment, and that the need for vaccination policies were no longer necessary¹.

CURRENT STATUS

At the March 22, 2023 Board meeting, staff were asked to bring back the DNSSAB's COVID-19 Vaccination Policy in order for the Board to reconsider it.

The COVID-19 Vaccination Policy currently applies to all DNSSAB employees, including:

- Children's Services
- Corporate Services
- Housing Services
- Nipissing District Housing Corporation
- Ontario Works
- Paramedic Services

Discussion was held with the union presidents for CUPE 4720-01, 4720-02 and OPSEU 647, as well as with the co-chairs of both of the DNSSAB's Joint Health and Safety Committees.

CUPE 4720-01, 4720-02 and their JHSC co-chairs supported a suspension of the COVID-19 Vaccination Policy. OPSEU 647 and their JHSC co-chairs did not. OPSEU and their JHSC stated that paramedics have unique considerations whereby the nature of their work has them interacting with those with COVID-19 and/or COVID-19 related symptoms regularly.

Since meeting with OPSEU, NBRHC has started to ease certain COVID-19 policies. The COVID-19 testing centre has been closed,² and NBRHC has communicated that as of May 1, 2023 masking will become optional in all non-patient care areas.³ OPSEU also had concerns about entering long-term care homes, with more strict restrictions. As of March 31, 2023, testing of staff, caregivers and visitors who don't show symptoms (asymptomatic)

¹ City of North Bay suspends its COVID-19 employee vax policy: <https://www.baytoday.ca/local-news/city-of-north-bay-suspends-its-covid-19-employee-vax-policy-6627401>

² 'It's time to get back to normal' North Bay officials say as COVID-19 measures phased out: <https://northernontario.ctvnews.ca/it-s-time-to-get-back-to-normal-north-bay-officials-say-as-covid-19-measures-phased-out-1.6340942>

³ COVID-19: Special Update Newsletter, North Bay Regional Health Centre, Update April 17, 2023

are no longer required. Long-term care homes are also no longer required to request proof of vaccination, although some homes have retained this requirement.⁴

The Paramedic Service has strong personal protective equipment (PPE) internal procedures in place, whenever Paramedics have any risk concerns related to communicable illness.

NEXT STEPS

Under the direction of the Board, the COVID-19 Vaccination Policy would be suspended and operationally staff will consider all workplace COVID-19 related Policies, with a view of discontinuing them unless, from a health and safety perspective they are deemed necessary.

The Paramedic Service will continue to maintain their operation specific COVID-19 safety protocols, including personal protective equipment.

Staff will continue to monitor the status of COVID-19, and revisit related Policies should the need arise.

CONCLUSION

With Board direction, and in accordance with the DNSSAB's Procedure By-law #2, the COVID-19 Vaccination Policy will be rescinded, with recognition it is deemed suspended for the purposes of the workplace. Any staff on unpaid leave of absence as a result of the Vaccination Policy may return to the workplace, after discussion with the union(s).

ATTACHED

COVID-19 Vaccination Protocol, issued October 27, 2021 in accordance with DNSSAB Resolution #2021-83.

⁴ Ontario Updating COVID-19 Measures in Long-Term Care Homes:
<https://news.ontario.ca/en/release/1002855/ontario-updating-covid-19-measures-in-long-term-care-homes>

COVID-19 Vaccination Protocol

Issued October 27, 2021 in accordance with the DNSSAB Resolution #2021-83.

PURPOSE

The purpose of this protocol is to continue to protect the health and safety of the DNSSAB's employees, and members of the public from the spread of COVID-19, and to meet the obligation under the Occupational Health and Safety Act to take all necessary precautions to protect the health and safety of the workforce.

This protocol provides expectations and requirements of employees with respect to COVID-19 vaccination, and proof of vaccination.

This protocol is a temporary measure to reduce the risks of the hazards of COVID-19 and may be amended as new public health directives and/or provincial or federal government legislation, regulations and/or orders are formalized. Any such directives, legislation, regulations or orders shall take precedence until such time as this protocol may be amended to conform to the new requirements

SCOPE

The protocol applies to all the DNSSAB employees, including full and part time, temporary, casual/relief, contract, volunteers and students and is regardless of an employee's remote work status. New employees must show proof of full vaccination or provide proof of a bona fide exemption as a condition of employment.

LEGISLATIVE FRAMEWORK

This protocol is aligned with the employer's general duty under the *Occupational Health and Safety Act* to take every reasonable precaution to protect its workers (broadly defined) and the responsibility to assess the workplace for risks, including that of COVID-19 transmission.

This protocol is applied in accordance with the *Ontario Human Rights Code*, *Occupational Health and Safety Act* and any other applicable legislation and/or collective agreement.

Information collected under this protocol and procedure is in compliance with relevant legislation including but not limited to the *Personal Health Information Protection Act* and the *Ontario Human Rights Code*.

As the pandemic evolves, and/or legislation or public health guidance changes, the purpose and requirements outlined in this protocol may change.

DEFINITIONS

Bona Fide: genuine or in good faith.

COVID-19: An infectious disease caused by SARS-CoV-2.

Vaccine: A COVID-19 vaccine that has been approved for use by Health Canada and/or the World Health Organization.

Fully vaccinated: Having received the completed series of an approved COVID-19 vaccine by Health Canada. An individual is considered fully vaccinated 14 days after receiving their completed dose, including any required booster doses as may be applicable.

Proof of vaccination: In Ontario, proof of vaccination, in the form of an official dose administration receipt provided by the Ministry of Health in Ontario. For those vaccinated outside Ontario, acceptable proof is based on the criteria provided by the province/state in which they received their vaccine.

Rapid antigen testing: Rapid diagnostic test for non-symptomatic, unvaccinated individuals that directly detects the presence or absence of an antigen.

Proof of Exemption: Written documentation required for those not fully vaccinated due to grounds protected by the Ontario Human Rights Code. For guidance, please see the OHRC protocol statement: http://www.ohrc.on.ca/en/news_centre/ohrc-protocol-statement-covid-19-vaccine-mandates-and-proof-vaccine-certificates. Medical Exemptions can only be provided by a medical doctor or nurse practitioner and must include: a statement that the employee is exempt for a medical reason from being fully vaccinated and the duration of the exemption.

REQUIREMENTS

All those covered by the scope of this protocol are required to:

- Disclose their COVID-19 vaccination status by November 12, 2021.
- Show proof of full vaccination against COVID-19 by December 29, 2021, unless there is a bona fide medical or religious exemption approved by HR.
- Where an employee is not fully vaccinated due to a bona fide exemption, participate in the accommodation process, and undergo regular rapid antigen testing to protect other employees and ensure adequate infection and prevention control measures.

- Employees without an approved accommodation plan and not fully vaccinated against the hazard of COVID-19, in accordance with the implementation requirements of this protocol, may elect to request vacation leave, banked time (if available) or a leave of absence without pay.
- Non-compliance with this Policy will result in discipline, up to and including termination.

RESPONSIBILITIES

Employer

- Provide reasonable accommodation in accordance with the Ontario Human Rights Code.
- Maintain disclosure information, in accordance with privacy legislation and use the information only to the extent necessary for implementation of this protocol, for administering health and safety protocols, infection and prevention control measures in the workplace and as required by law.

Management/Supervisors

- Ensure employees comply with this protocol and attest to whether an employee has either shown proof of full vaccination, or has a valid medical exemption.
- Following notification from HR of any employee who is required to submit to rapid antigen testing, ensure compliance with the procedure.
- Follow and comply with all federal or provincial mandates or directives regarding the vaccination of staff.
- Continue to enforce workplace precautions that limit the spread of COVID-19 virus.
- Where operationally feasible, reasonable arrangements can be made to allow for staff to attend COVID-19 vaccination clinics during work time, using existing applicable leave entitlements and in accordance with the COVID-19 Employee Reporting Protocol.
- Ensure those employees without an approved accommodation plan and not fully vaccinated against the hazard of COVID-19, in accordance with the implementation requirements of this protocol, may elect to request vacation leave, use banked time (if available) or a leave of absence without pay in accordance with the current provisions in place either by protocol and/or within all collective bargaining agreements.

- Discuss and determine the schedule that an employee with a bona fide exemption undergoes rapid antigen testing, using following parameters:
 - If absent for 48 hours or more, testing prior to returning to the workplace (ex. absent for sick or vacation); and,
 - Every 72 hours within a work week or as designated by the operating department in consultation with HR.

Employees

- Submit a “Declaration of COVID-19 Vaccination Status” form by November 12, 2021, and update vaccination status as required. Employees will be required to show proof of full vaccination to their supervisor. Supervisor/managers will not collect a copy of the proof of vaccination.
- Be fully vaccinated, unless there is bona fide exemption, by December 29, 2021.
- For employees without a bona fide exemption or full vaccination by November 12, 2021, rapid antigen testing will be required for entry into the workplace until December 29, 2021, if the employee is in the process of becoming vaccinated.
- Continue to follow health and safety protocols to ensure personal safety and prevent the spread of COVID-19 before and after vaccination.
- Adhere to any additional mandates or directives or reporting requirements from provincial or federal authorities.
- Identify opportunities to obtain a COVID-19 vaccination through community clinics or from health-care professionals.
- Where applicable, provide additional information and participate in the workplace accommodation process.
- Recognize that there is no requirement under human rights legislation or Ontario Human Rights Code that requires the employer to accommodate a personal refusal to be fully vaccinated arising from political and/or personal principles.
- Employees without an approved accommodation plan and not fully vaccinated against the hazard of COVID-19, in accordance with the implementation requirements of this protocol, may elect to request vacation leave, banked time (if available) or a leave of absence without pay in accordance with the current provisions in place either by protocol and/or within all collective bargaining agreements.



Human Resources

- Provide staff with access to information on COVID-19, health and safety precautions, and on the efficacy of the COVID-19 vaccine.
- Assist management with any labour relations and health and safety issues arising from application of this protocol including liaising directly with the union.
- In accordance with all application legislation and provision of privacy requirements, ensure information collected in connection with this protocol is used for the purposes of workplace management and public health reporting and will be treated with the utmost confidentiality.
- Lead the accommodation process for any employee who submits a request for bona fide exemption, and evaluate it on a case-by-case basis.

Update recruitment processes to ensure all new offers of employment are conditional upon the incumbent being fully vaccinated for COVID-19 and subject to conditions of any relevant future protocol amendments.

OTHER WORKPLACE SUPPORTS

As identified in the COVID-19 Employee Reporting Protocol, all employees are entitled to one paid hour of work time per vaccine dose to have their COVID-19 vaccine administered. Information on COVID-19 work related issues, vaccines and health and safety items are regularly shared through monthly emails and all-staff meetings.

ATTACHMENTS

Declaration of COVID-19 Vaccination Status Form

Statement of Medical Exemption COVID-19 Immunization Form

Vaccination FAQ's

BOARD REPORT B12-23

☒ For Information or ☐ For Approval

Date: April 26, 2023

Purpose: Workplace Diversity, Inclusion & Language Supports

Prepared by: Melanie Shaye, Director of Corporate Services

Reviewed by: Justin Avery, Manager of Finance

Approved by: Catherine Matheson, Chief Administrative Officer

Alignment with Strategic Plan: Healthy, Sustainable Communities

☐ Maximize Impact ☒ Remove Barriers ☐ Seamless Access ☒ Learn & Grow

BACKGROUND

The DNSSAB's Workplace Diversity & Inclusion Policy commits the organization to treating all employees with respect and dignity, and providing equal opportunities for all employees. The Policy recognizes that all people bring different qualities, abilities, skills, experiences and perspectives to the workplace. Further, the Policy strives to build cultural competence in the workplace, by raising awareness of biases and their harmful effects through training initiatives.

In 2022, the workplace wellness committee added diversity inclusion initiatives to their mandate. Through the committee and the Human Resources (HR) department, initiatives to support diversity and inclusion in the workplace, most commonly training and development initiatives, are organized. Since 2018, the DNSSAB has prioritized initiatives to touch on areas of historically marginalized groups, to support the understanding of the DNSSAB's employees of support individuals from these groups, as well as better understanding their co-workers. A summary of recent initiatives can be found under Diversity and Inclusion below.

In 2023, a new policy was created to guide employees seeking language translation services for a client or tenant. At the March 22, 2023 Board Meeting, a Notice of Motion under section 9.2 requested details on the organization's diversity, inclusion and cultural sensitivity practices. This report provides further information in that regard.

DIVERSITY AND INCLUSION

Education, training and growth

Training to support understanding of the Indigenous community has included:

- George Couchie presenting at both staff development day (2018) and to the paramedic service (2023) on Indigenous cultural competency
- All employees provided Indigenous Cultural Safety Training with Dr. Brenda Restoule Nipissing First Nations (2020)
- Learning of the Indigenous Hub's services and community supports were provided by the Executive Director to all staff (2020)
- True Self Debwewendizwin Program, through the Program Manager for Nipissing First Nation provided education to all staff on the organization's resources (2021)
- North Bay Indigenous Friendship Centre speaker, Roger Assiniwe, Cultural Resource Coordinator educated all staff on his organization's supports and reconciliation more broadly (2021)
- To build on knowledge of truth and reconciliation, Joseph Pitawanakwat provided guidance on this process to all staff at the annual staff development day (2022)
- Both the March and April all-staff meetings include presentations from the Indigenous community, including the North Bay Indigenous Friendship Centre and Endaayaan Awejaa, non-profit organization dedicated to providing all youth and families with safe places to health and build solid foundations (2023)

Training to support understanding of the 2LGBTQ+ community and gender diversity more broadly has recently included:

- Gender Diversity and Sensitivity training was provided to all staff by the AIDS Committee (2020)
- Victim's Services explained supports for women experiencing violence and human trafficking at a monthly all staff meeting (2022)
- Seth Compton, from OUTloud North Bay shared his story and explained the supports and services of OUTloud (2023). Signage with the LGBTQ+ flag is being posted at DNSSAB offices.

Training to support understanding on mental health and addiction has included:

- Holistic training was provided to support employee mental health through the annual staff development day initiative (2021)
- All employees were provided mental resiliency training in two parts (spring and fall 2021)
- Dr. Dellaquila provided addiction data and information to all employees (2021)
- All supervisors and management were provided two (2) days of mental health for leaders training (2021)
- All supervisors and management participated in mental health training for leaders on April 24, 2023 that included supporting individuals in crisis with suicidal risk.

Training to support understanding of cultural diversity and inclusion more broadly:

- In 2021 the DNSSAB was recognized as a DAWN Culturally Inclusive Employer, when all employees were trained through YES Employment on this initiative
- As a result of employee survey, all staff received training on unconscious bias in 2022
- The senior team completed Building Awareness of a Diverse, Equitable and Inclusive Workplace training in 2022

Training to support understanding the community services that support the community:

- Presentations from both the Gathering Place and CMHA (formerly NMHHSS) on the topic of homelessness were shared with all employees (2021)
- Understanding of the supports of the Children's Aid Society were shared with all staff (2021)
- North Bay Police provided education to all employees on their resources and supports (2021)
- EarlyON, Community Living, the Indigenous Friendship Centre, West Nipissing Child Care Centre and Family Enrichment explained their services to all staff
- The Crisis Centre provided an update on the Northern Pines project to all employees (2022)
- The Community Paramedicine Program shared the supports they offer to the community at an all staff meeting

In March 2023, all employees were provided respectful communication training which will touch on themes of preventing workplace harassment. This training is being delivered to all non-Paramedic Services employees. In alignment with this training is a visual signage kindness campaign, where all employee lunchrooms have kindness related signage posted, and it is changing on a bi-weekly basis, to encourage respectful communication.

Ongoing Resources

All employees have access to Telus Health (formerly Life Works) an Employee and Family Assistance Program (EFAP) which provides support twenty-four (24) hour per day support, seven (7) days per week. Counselling is available for a broad variety of topics, including, but not limited to, grief, mental health support, financial challenges, child care and elder care issues, and more.

Employees are provided information on new and updated resources on a monthly basis, touching on those provided through local, provincial and federal agencies. All supervisors are provided at least annual training on mental health for leaders.

Within the Paramedic Services, there is a robust Peer Support Program, which includes trained leaders, regular communication on strategies for managing the challenges of their unique work, and tools to develop resilience and manage stress.

LANGUAGE SUPPORTS

Language Translation Policy

The DNSSAB's Language Translation Policy, guides the manner in which translation services are offered to clients and tenants. It should be noted that Paramedic Services work through a centralized dispatch process, whereby translation services may be requested.

For employees in Children's Services, Housing Services, NDHC and Ontario Works, language support in a language other than French or English can be obtained in one of the following ways:

- Contact the local multicultural centre
- Contact the local Indigenous Friendship Centre
- Ask that a friend/family member/band member attend with them as support
- Access online or internal translation services

The DNSSAB currently meets Ministry-specific French language services obligations including making active offers of French services. Human Resources maintains a list of employees who speak a language other than French or English who may be able to support translation.

Any non-budgeted translation services will be identified, and further translation funding will be considered for the 2024 budget.

Annually budgeted funds are available to support continuing education for all employees. Funds can be applied towards language training.

CONCLUSION

The DNSSAB continues to provide education and training and look for opportunities to provide organization-wide development to employees. In addition, within each individual department there are training and development initiatives that are unique to the work of the department that occur, that support diversity and inclusion. When training on diversity and inclusion is planned in the future, opportunities will also be made available to the Board where appropriate.