

District of Nipissing  
Social Services  
Administration Board



Conseil d'administration  
des services sociaux  
du district de Nipissing

## MINUTES OF PROCEEDINGS

### **REGULAR BOARD MEETING – DECEMBER 15, 2021** **Directly following the Finance and Administration Committee** **Virtually via Zoom**

#### **MEMBERS PRESENT:**

Councillor Terry Kelly (East Ferris)

**Councillor Mark King - Chair (North Bay)**

Councillor Dave Mendicino (North Bay)

Mayor Dan O'Mara (Temagami)

**Councillor Dan Roveda Vice Chair (West Nipissing)**

Councillor Bill Vrebosch (North Bay)

Mayor Dean Backer (East Nipissing)

Representative Amanda Smith (Unincorporated)

Councillor Mac Bain – (North Bay)

Councillor Chris Mayne (North Bay)

Mayor Jane Dumas (South Algonquin)

Councillor Scott Robertson (North Bay)

#### **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

Stacey Cyopeck, Director, Housing Programs

Tracy Bethune, Manager, Housing Operations

Lynn Demore-Pitre, Director, Children's Services

Michelle Glabb, Director, Social Services and Employment

Tyler Venable, Community Projects Planner  
Dawn Carlyle, Project Manager  
Donna Mayer, Manager of Project Development

**1.1 CALL TO ORDER**  
**Resolution No. 2021-99**

**Moved by:** Dan Roveda  
**Seconded by:** Bill Vrebosch

**Resolved THAT the Board of Directors accept the Roll Call as read by the Recording Secretary for the Regular Board meeting of December 15, 2021 at 1:33 PM.**

The regular Board Meeting was called to order at 1:33 PM by Chair Mark King.  
***Carried.***

**1.2 DECLARATION OF CONFLICTS OF INTEREST**

No conflicts were declared.

**2.0 CHAIR'S REMARKS**

The Chair welcomed thanked everyone for attending the last Board meeting of 2021.

He reflected on the busy year in which the Board made some very difficult decisions based on the best interests of the entire District and a real sense of purpose in moving the organization forward. He noted the sense of openness between staff and the Board has been, and continues to be very important. He added there is still much work to do and he looks forward to getting back to work in January.

**3.0 ADOPTION OF THE AGENDA**  
**Resolution No. 2021-100**

**Moved by:** Chris Mayne  
**Seconded by:** Terry Kelly

**Resolved THAT the Board accepts the agenda as presented.**  
***Carried.***

**4.0 APPROVAL OF MINUTES**

**4.1 Resolution No. 2021-101-A**

**Moved by:** Dan O'Mara

**Seconded by:** Bill Vrebosch

**Resolved THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of November 24, 2021.**

***Carried.***

**4.2 Resolution No. 2021-101-B**

**Moved by:** Mac Bain

**Seconded by:** Dan Roveda

**Resolved THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of November 24, 2021.**

***Carried.***

**5.0 DELEGATIONS**

**5.1 HS53-21 Nipissing Counts 2021 Point-in-Time Count and Survey: Findings**

**Briefing Note HS53-21 and Appendix A – Nipissing Counts 2021 Infographic present the Nipissing Counts 2021 Point in Time Count findings for information.**

Housing Programs Director, Stacey Cyopeck presented the results and key findings of the 2021 Point in Time count, indicating this information helps to identify services and supports being used or needed. She informed the Board that four out of five people surveyed agreed to have their name added to the By Name List, which allows the tracking of services delivered to individuals and ultimately helps to serve them better. There was discussion about the time of the survey, future progress of those on the BNL, and how the Chippewa transitional housing units, in addition to more affordable housing, can alleviate homelessness.

**6.0 CAO VERBAL UPDATE**

**Resolution No. 2021-102**

**Moved by:** Mac Bain

**Seconded by:** Bill Vrebosch

**Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for December 15, 2021.**

CAO Catherine Matheson reviewed the top three achievements for each business area in 2021:

#### In Paramedic Services

- Direct delivery of paramedic services was researched, business case completed and direct delivery option included in 2022 budget.
- Collaborated with 3 other DSSABs leveraging shared expertise, program experience and group purchasing
- Expanded Community Paramedic programs to better serve frail and elderly in their homes.

#### Housing Programs

- Provincial and Federal COVID funding enabled a low barrier shelter, 16 community projects, anti-stigma campaign, and harm reduction study
- Completed Provincial PiT Count, counting 300 homeless individuals across the district
- Gateway 1 opened providing 16 supported transitional housing units for the homeless

#### Child Care

- EarlyON Child and Family Centres virtual programs and services were expanded across the district with 516 sessions delivered through a mobile unit in district parks.
- In Licensed Child Care Services health care and frontline workers were supported with emergency school age child care services a total of 550 applications were received
- While the pandemic put a pause on several in-person supports, the Children's Services Team held 25 virtual professional learning sessions and conducted over 100 virtual site visits.

#### Ontario Works:

- Successfully implemented 3 modernization initiatives - MyBenefits, Reloadable Payment Cards and Electronic Document Management
- Met employment target - % of caseload exiting to employment – despite a pandemic- with 188 clients exiting to employment to October and this exceeds the provincial average
- Actively participated in task forces and provincial working groups for the OW system modernization

#### NDHC

- Funding was received to offer enhanced tenant support services and a Nurse Practitioner pilot program for tenants
- Two Rapid Housing Submissions and rebuild completed for all 4 units destroyed by fire in Mattawa
- Investigative soils work at Manitou Mulligan and Zoning application for Brookes Street.

Strategically it has been a significant year of planning to inform policy, advocacy, and service delivery:

- Facilitated and prepared the North Bay CSWB Plan, OW Service Plan, Homelessness Landscape Report and Action Plan
- Supported a health partner to submit a \$2.7 million health supports program application

for Gateway House and continued advocacy through OHT, AMO and ROMA for supports for homeless

- Refining of business intelligence (BI) and performance measurement systems for evidence-based decision support

Corporately:

- Successfully sold corporate building consolidating DNSSAB services from 2 North Bay locations to a primary office in City Hall freeing funds for future housing development
- Transitioned to permanent hybrid work model supported by new technology solutions including soft phones
- Successfully bargained 2 – 3 year union contracts

Members asked that this list be provided to them to share with their individual councils.

***Carried.***

## **7.0 CONSENT AGENDA**

### **RESOLUTION: #2021-103**

**Moved by:** Terry Kelly

**Seconded by:** Chris Mayne

**THAT the Board receives for information or approval purposes Consent Agenda items 7.1 to 7.3.**

**7.1 FA2021-12- 2022 Proposed Budget – (As Approved at Finance and Administration Committee) for approval.**

**Resolved THAT the Board of Directors accepts the 2021 Proposed Budget report FA17-20, as previously approved through resolutions FA #2021-12-A, FA #2021-12-B, FA #2021-12-C, and FA #2021-12-D.**

### **7.2 2022 Meeting Calendar**

**THAT the Board approves the 2022 Meeting Calendar as presented.**

**7.3 Municipality of Calvin Resolution – Resolution No. 2021-268 about the Municipality of Calvin's request regarding levy calculation, for information.**

***Carried.***

## **8.0 MANAGER'S REPORTS**

**8.1 In Camera**

**RESOLUTION: #2021-104**

**Moved by:** Amanda Smith

**Seconded by:** Dave Mendicino

**THAT the District of Nipissing Social Services Administration Board (DNSSAB) move in-camera at 2:27 PM to a discuss matter of negotiation.**

*Carried*

**[In-camera minutes are filed separately.]**

**8.2 Adjourn In Camera**

**RESOLUTION: #2021-105**

**Moved by:** Dave Mendicino

**Seconded by:** Scott Robertson

**THAT the District of Nipissing Social Services Administration Board (DNSSAB) adjourns in-camera at 3:07 PM.**

*Carried*

**8.3 Approve In Camera**

**RESOLUTION: #2021-106**

**Moved by:** Amanda Smith

**Seconded by:** Chris Mayne

**THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the direction/action agreed to in the in-camera session.**

*Carried.*

**9. NEW BUSINESS**

There was no new business brought forward.

**10. NEXT MEETING DATE**

Wednesday, January 26, 2022

**11. ADJOURNMENT**

**Resolution No. 2021-107**

**Moved by:** Amanda Smith

**Seconded by:** Bill Vrebosch

**Resolved THAT the Board meeting be adjourned at 3:09 PM.**

***Carried.***

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MARK KING  
CHAIR OF THE BOARD

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CATHERINE MATHESON  
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator