**GLS Meeting**

**January 10th, 1:00 – 3:00 p.m.**

**Virtual**

**Present:**

Brian Swainson (President) Sunbeam Community and Development Services

Brigid Fitzpatrick (Vice-President) Valor and Solutions, Ottawa

Carol Blaind (Treasurer) Access Community Services

Sherry Novak Brantwood Community Services

Himanshu Shah Canopy Support Services

Patricia Kyle CWSDS

Marnie McDermott CLH Developmental Services

Joel McCartney CTRC

Tom Turner DSLG

Lexi Deece-Cassidy HANDS

Andrea Roberts HANDS

Alastair Lamb Ongwanada

Lisa Maki OPTIONS Northwest

Darlene McKenny Pathways to Independence

Jason Young Regional Support Associates

Jennifer Shaw (Secretary) Administrative Support

**Regrets**

Paul McGowan Bethesda

Terri Hewitt Surrey Place

**Guests**

None

**Minutes**

Brian opened the meeting at 1:00 p.m.

1. **Approval of Agenda:**

Brian asked if there were any additions or changes to the agenda, hearing none he called for a motion to approve.

**Motion:** To approve the agenda as amended

**Moved/Seconded:** Brigid/Joel

CARRIED

1. **Approval of Minutes from November 29th, 2022:**

Brian asked if there were any changes/corrections to the November 29th, 2022, meeting minutes. Hearing none he called for a motion to approve.

**Motion:** To approve the November 29th, 2022, membership meeting minutes as presented

**Moved/Seconded:**  Carol/Marnie
CARRIED

1. **Business Arising**
	1. **Name Change Committee Report**

Brigid said the committee has not met since the last membership meeting but hopes to meet by end of January.

Brian talked about the steps for this process including the need to get legal advice, notifying the CRA, updating various legal records etc. Brigid will provide an update of the committee’s progress at the next membership meeting.

Brigid noted that the group is also tasked with a review of the mission and vision.

* 1. **Bylaw Review**

Carol said the committee will be meeting Jan 30th to review Anna Naud’s (Lawyer at True North Law) recommendations. She said that once the committee has reviewed the changes, she will send the revised document out to the membership for feedback.

It was noted that everyone now has a copy of the changes proposed by Anna Naud and it was agreed that this review process should be completed before the fiscal year end (March 31st); the committee will meet January 30th to review Anna Naud’s recommendations and an ad hoc membership meeting will be set for February to review and approve the bylaws recommended by the committee. Any member with questions, comments or suggestions for changes should contact Carol before the January 30th committee meeting.

1. **Other Items**
	1. **Provincial Network Update**

Brian said the PN meets next week and there will be a presentation on the KPMG survey results. <update to minutes after PN meeting: there was a 65% response rate to the KPMG survey – 184 out of 284 agencies responded>

Brian said that the PN Health Working Group is looking to consolidate a few of its sub-committees to improve effectiveness.

Brian also said that Jody Hendry had started up a pilot with the ministry of health focused on individuals with dual diagnosis currently in hospital and categorized as in Alternate Level of Care (ALC). He noted that the target is to get 40 individuals out of hospital and into the community over the next 2 years. The project would contribute MCCSS and Health funding on a permanent basis. He noted that this pilot is not being widely advertised and asked anyone with an ALC individual who might fit this program to get in touch with Jody directly.

Brian said that age of individuals in the pilot was not specified.

Brian said that the other committees on the PN were engaged in a variety of tasks and the PN is still working to refresh their strategic plan and terms of reference to try to balance member representation to be more inclusive while maintaining a workable network.

* 1. **Financial Updates**

Quarterly Report

Carol said that all membership dues have been paid in full. She noted that the quarterly report had been sent out via email and she reviewed the highlights.

Investment report – change over time

Carol noted that the investment had lost $2,881.99 through 2022. Carol will check the investment liquidity and report back at next meeting in March.

**Motion**: To adopt financial report.

**Moved/Seconded**: Marnie/Himanshu

CARRIED

Insurance

Carol said that this had been mentioned at the previous meeting and she confirmed that GLS does not have Directors and Officers liability (now mandatory under ONCA). She also said there is a question about the need for Event insurance regarding the conference day. Carol had asked Jennifer to get a quote from Cooperators; Carol said she thinks the amount is reasonable but will send out the quote to everyone. She also said that if anyone would like to look at a competing quote please let her know who you would suggest.

Brian noted that the insurance should be in place before March 31st (year-end) to coincide with the change in the bylaws.

* 1. **2023 Conference Report**

Marnie said that the conference day is Tuesday April 18th at the Lamplighter Inn in London. She noted that GLS is now collaborating with OADD to attract vendors and sponsors. She said a flyer had been distributed and asked that everyone look at it and send it to anyone they think might be interested.

Marnie said that they have a quote for AV to make the event hybrid and believe it will be very affordable. The cost of the additional AV will be covered by 20 virtual registrations.

Marnie said that she met Monday with the afternoon presenters, Liz Froese, Leah Jeffrey and Tracey Erb. She noted that the presentations will need to be done in-person.

Marnie said that at the Monday meeting they had focused on organizing the flow of the day. She said the morning will be an overview of the organizational perspective on trauma and clinical responsiveness. Tracey and Leah will lead the afternoon session focusing on trauma informed care and support. They will demonstrate a screening tool for individuals and principles and strategies weaving in some experience about what works and what doesn’t. This will provide a hands-on experience with great take-aways for participants.

Jennifer said that registration would open the week of January 23rd and Marnie said the group will have a final program available by then.

Brian said the program is not just applicable to DS but all MCCSS groups (CAS etc.) Brian will send out the program (once completed) to various contacts.

Brian will ask Karen Glass is she can attend and or open.

* 1. **Members’ open discussion**

Brian said that this was to be a standing item to allow member to raise anything they would like to discuss.

The discussion covered a variety of topics and there was the suggestion that GLS send a letter to the ministry advocating on behalf of the sector regarding the need for an increase to base funding in our sector, similar to the increase to health funding we have seen in OH funded organizations.

Brian said that he would raise this issue at the next PN meeting and see if there was interest there in a combined effort.

* 1. **Strategic Plan**

Brigid noted that the last strategic plan was completed in 2016. She said that as GLS is going through a name change and revising bylaws that a new plan should be done and suggested the membership consider hiring a consultant. This was generally agreed on and Brigid was given recommendations for People Minded Business, Collective Results and Jen Keitly (independent). Brigid said she would contact all three and get time frames and costs for review at the next membership meeting.

Brigid asked for volunteers to form a strategic plan committee; Brian, Himanshu, Jason, Carol and Lexi volunteered. It was also decided that the new plan should be for 3 years.

* 1. **Other**

Carol said that Brian Davies retires officially on 26th January. Carol will check with Paul to see what an appropriate gift would be.

**5. Future Meeting Dates**

Tentative March 7th 1:00 – 3:00

Adjournment: the meeting was adjourned at 2:11 p.m.

**Minutes recorded by Administrative Support person, Jennifer Shaw, Secretary,**

**review by Brian Swainson, President**