**SCDSN Board meeting minutes**

**January 9, 2024**

**Virtual**

**Present:**

Brian Swainson (Chair) Sunbeam Community and Developmental Services

Sherry Novak Brantwood Community Services

Marnie McDermott CLH Developmental Services

Patricia Kyle CWSDS

Joel McCartney CTRC

Tom Turner DSLG

Jason Young Regional Support Associates

Jennifer Shaw Administrative Support

**Regrets:**

Carol Blaind (Treasurer/Secretary) Access Community Services

Paul McGowan Bethesda

**Guests:**

Brigette O’Neill Brantwood Community Services

**Minutes**

Brian opened the meeting at 1:02 p.m. with quorum noting it was the first meeting of the New Year.

1. **Approval of Agenda:**

Brian asked if there were changes to the agenda; hearing none he asked for a motion to approve the agenda.

**Motion:** To approve the agenda as presented.

**Moved/Seconded:** Sherry/Jason

CARRIED

1. **Approval of Minutes from November 7, 2023:**

Brian asked if there were any changes/corrections to the meeting. Hearing none he called for a motion to approve.

**Motion:** To approve the November 7, 2023, Board meeting minutes as presented

**Moved/Seconded:**  Marnie/Jason  
CARRIED

1. **Business Arising**

There was no business arising.

1. **Items**
   1. **Updates from the Provincial Network**

Brian said the December PN meeting had been cancelled and the following are from the November meeting.

Brian said that the workplans for the DS and HR strategy are on-going and the committee has sent a letter to MCCSS.

Brian said that the MCCSS DDALC pilot project continues and there are now 40 or 42 ALC clients supported through the project. He noted that most clients are still in hospital, but discharge planning is progressing. Brian said that the variety of client needs, and available resources make each situation unique. He said that Jodi Hendry and Christine Kuepfer were the people to contact to try to access the project for qualifying clients.

Brian said the Health DS working group has met and are working on a slide deck (Power Point) to summarize the content of their position paper and provide real life examples. They are developing a communications strategy/distribution plan and hope to have the deck available in the next few months. The communication strategy will target non-DS services as well.

* Joel suggested that MPPs also be considered a key audience for this slide deck, and Brian agreed to provide that feedback at the next DS/Health working group meeting.

Brian said that the Micro credentials pilot project has been very effective and may be expanded.

Brian said that the next PN meeting will be later in January. If anyone has a comment/question they would like shared with the PN please let Brian know.

* 1. **Financial Updates – 3rd Quarter report**

Brian provided the financial report noting that the Quarterly Treasurer’s report had been sent out with the meeting package. He said that the investment is improving but not yet back to where it was a couple of years ago. He thinks that this is a reflection of what is happening everywhere, and the investment is doing reasonably well.

Brian reviewed the statement details and asked if there were any questions. Hearing none he called for a motion to approve the Treasurer’s report.

**Motion**: To adopt the 3rd quarter Treasurer’s report as presented.

**Moved/Seconded:**  Tom/Patricia

CARRIED

* 1. **Committee Updates**
     1. **2024 Conference planning**

Marnie said the planning committee met on December 21. She said that this was the first year that a call for abstracts had been sent out and the committee received 11 responses. They reviewed 11 and discussed the abstracts and have accepted 5 for presentation at the SCDSN conference day April 9th.

Marnie said that the length of each presentation will be 1 hour with a one-hour lunch for networking. There will also be breaks between each presentation.

Marnie reminded everyone that the theme will be “Clinical Programs in a Changing System” and she asked Brian to provide an opening welcome at 9:00 a.m. to all participants. Brian will also contact some MCCSS people to see if someone can attend the opening and give an address from the ministry.

The program for the day is appended to these minutes.

* + 1. **SCDSN Website Committee**

Brigette said the committee met last week to review a second round of logo recommendations from 2Gen. Brigette said that the information from the Board in November had been shared with 2Gen and the logo that was sent with the meeting package is being recommended by the committee. She then shared the logo with the group and discussed the choice to use the wording “Specialized Clinical DS Network” in place of an acronym.

**Motion:** To accept the recommended logo.

**Moved/Seconded:**  Tom/Sherry  
CARRIED

* + 1. **SCDSN Finance Committee**

Brian said the committee is looking to schedule a meeting date at the end of January or in early February.

* + 1. **Strategic Planning committee & Terms of Reference**

Patricia provided the committee report on Paul’s behalf and asked for feedback or comments on the Request for Proposals that had been circulated. She noted that the next step would be to send the RFP to the list of consultants suggested by Board members previously.

**Motion:**  To accept the RFP as presented for distribution to suggested consultants.

**Moved/Seconded:** Marnie/Jason

CARRIED

d. **Update on BACB ad hoc discussion**

Jason said nothing formal had taken place although there has been information sharing. He noted that the USA may also not be recognizing RBT or BT designations; this would mean that RBTs and BT would need BCBA or BACBA supervision (or other regulated designation). He will be checking on that and report back at the next Board meeting.

e. **Members’ open discussion**

Items discussed were:

* Labour negotiations: Tom asked to connect with anyone who had recently negotiated a contract
* 5-to-survive campaign. No one had heard anything new.
* Confirmation that there will be a Board meeting the day of the SCDSN conference; arrangements will be made for a meeting April 9th after the conference followed by dinner
* Issues on residential licensing, QAM and working with regional fire departments and councils.

**5. Adjournment**

Adjournment: Marnie/Joel at 2:03 p.m.

Next meeting March 5th, 2024, 1:00 – 3:00 p.m. virtual

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