**SCDSN Board meeting minutes**

**June 4, 2024**

**Virtual**

**Present:**

Brian Swainson (Chair) Sunbeam Community and Developmental Services

Carol Blaind (Treasurer/Secretary) Access Community Services

Sherry Novak Brantwood Community Services

Marnie McDermott CLH Developmental Services

Patricia Kyle CWSDS

Tom Turner DSLG

Jennifer Shaw Administrative Support

**Regrets:**

Joel McCartney CTRC

Jason Young Regional Support Associates

Paul McGowan Bethesda

**Guests:**

none

**Minutes**

Brian opened the meeting at 1:02 p.ml with quorum.

1. **Approval of Agenda:**

Brian asked if there were any changes or additions. Carol asked to do the financial update at the beginning of the meeting.

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

**Moved/Seconded:** Marnie/Tom

CARRIED

1. **Approval of Minutes from:**

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

**Motion:** To approve the April 9, 2024, Board meeting minutes as presented.

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

1. **Business Arising**
2. **Strategic Plan Update**

Brian said he will provide an update on the Strategic Plan. Brian shared the timelines provided by the consultant noting that stakeholder engagement will happen during the summer. Representatives from MADJ Consulting will be attending part of the AGM to do a group session to identify member priorities based on the data from stakeholder consultations. Brian said he would share the timeline provided by MADJ with the Board.

1. **Membership committee**

Brian said that the membership committee has not yet met but he will look to that over the summer for follow up at the AGM. Carol suggested the membership committee wait until after the strategic plan has been finalized.

1. **Finance Committee**

Brian said that the finance committee met last week and will begin work on the workplan after the audit is completed.

1. **Board Nominations**

Brian reviewed the results of the member poll and announced the following candidates for the Board:

* Joel McCartney
* Himanshu Shah
* Sherry Novak
* Marnie McDermott
* Paul McGowan
* Tom Turner
* Terri Hewitt
* Jason Young
* Patricia Kyle

The following people had expressed interest in an executive position:

Chair – Marnie McDermott

Vice-Chair – Patricia Kyle

Treasurer – Himanshu Shah

Secretary – Sherry Novak

It was noted that as there are 9 possible positions and 9 candidates these will comprise the slate; the slate of officers is also complete.

Jennifer will send out the skills matrix for updating to the candidates and forward the completed form to Marnie and Brian to review for recruitment suggestions for the 2025-26 Board.

Brian expressed his thanks to everyone who volunteered for a Board or executive position.

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

Brian said MCCSS reps regularly join the PN meetings and provide updates.

Brian said he and Brian Keshen presented the Slide Deck for 5 priorities for health and DS collaboration. He said they had received some feedback, and the deck is now down to 2 dozen slides.

Brian said that the deck will be posted on RealXchange and available to anyone who is interested. He said the slides are self-explanatory and can be used whole or in part. Brian said that at the PN meeting Karen Glass offered to host a meeting with an ADM in Health to review the slide deck.

He noted that there has not yet been an announcement regarding detailed budgets for agencies and the members of the PN asked for a date for the announcement.

Brian noted that the minutes will be shared once published however there had been a presentation about the DSP professionalism committee which has been restarted by OADD. He said that there will be details in the minutes but that a group coordinated by OADD will be developing a survey and looking at funding options to move this project along.

* 1. **Financial Updates**

Carol said the interim treasurer’s report and an income statement had been sent with the agenda. She noted that the report did not include the amount of $4,622.04 owing to Sunbeam for purchase of the promotional items distributed at the conference. She also said that the $1,000 contribution to the Dr. Bruce McCreary Scholarship approved in March was not included as the payment had not been made.

Carol reviewed the corrected bank balance and the investment balance.

**Motion**: To approve the financial reports to the end of May noting the changes (will be on the subsequent report)

**Moved/Seconded:**  Tom/Patricia

CARRIED

Carol said that the audit is currently in progress. The auditors are Wilkinson as in past years and the committee is looking to recommend a new auditor for next year.

* 1. **AGM Planning**
     1. **Social event**

It was agreed that a social event in the afternoon would be a good networking opportunity, especially since Board members and member representatives were all invited. Jennifer will check on options for a wine tour the afternoon of September 9th and report back to Brian and Marnie.

* + 1. **AGM & Board meeting**

All Board and SCDSN members will be invited to the AGM and the agenda will include the consultation with MADJ.

d. **Members’ open discussion**

Items discussed were:

MCCSS pilot risk assessment

* The assessment takes a significant amount of time and those who have completed it have then received feedback from the ministry that needs to be responded to.
* The assessment covers areas traditionally outside of risk areas (Board development/skills, finance policies etc.)

Clinical Justice Program

Marnie said that the program has interim funding to Sept. 30th and she is still in discussions to secure annualized funding.

MCCSS DD-ALC funding pilot

It was noted that this is winding down and there are still a number of DD/ALC patients in hospital that were not able to benefit from the program due to barriers (the existing funding wasn’t enough or the criteria to enter the program was too narrow).

MYSLP

Concerns were raised about TAY and CSN people being prioritized for the MYSLP service targets and none of the community waitlist persons with complex needs were included.

MOH DS collaboration

The value of collaboration was noted as well as the lack of progress in this area. Hopes that MCCSS will help make that happen.

**5. Adjournment**

Adjournment: Marnie/Tom to adjourn the meeting at 2:00 p.m.

Next meeting, September 10, 2024, after AGM

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