



**Houselink Community Homes  
Board Meeting Minutes  
Oct 16, 2018**

**Present:** Phillip Dufresne (Chair), Linda McNeil, Mary Modeste, Joann Sochor, Colette Snyder, Charles Finlay, Hugh Cameron

**Regrets:** Douglas Jordan, Mark Guttridge, Nicole Tushingham, Natalie Ochrym, Richa Jagota,

**Staff:** Brian Davis, Charlie Lior, Helen Cheung (minutes), Colleen Vandeyck (phoned in)

**Approval of Agenda**

Moved by: Linda McNeil

Seconded by: Colette Snyder

Carried

**Conflict of Interest**

No conflict of interest declared

**Consent Agenda Items**

Corrections to ED report: we are in the 3<sup>rd</sup> collective agreement. Two St Clarens tenants have been displaced since Jan 3, 2018.

Received ED's report with corrections and report on discussion on governance

Approved Sep 17, 2018 minutes

Moved by: Joann Sochor

Seconded by: Mary Modeste

Carried

**Business Arising**

None

**Any consent Agenda Items requiring action or further discussion**

Brian will email an article re: generative discussion. Brian also noted that the Danforth project is at the point where we need to seek other solutions. We will communicate with residents that we are still actively seeking solutions to convert our shared housing, but the Danforth project prospect is dim.

Brian is chairing a TAEH working group on development. This group will actively explore development opportunities, including hosting a Charrette (forum) during the winter in

partnership with the City. The goal of this forum is to highlight and address the systemic barriers non-profits are facing in supportive housing development.

### **2<sup>nd</sup> Quarter Financial Report**

Joann and Charlie reported the second quarter financial report and answered questions. There are no concerns.

### **Motion to receive the 2<sup>nd</sup> Quarter Financial Report**

Moved: Hugh Cameron

Seconded by: Charles Finlay

Carried

### **Human Resources Report**

We are in compliance with all legislation requirements. We are watching closely if bill 148 will be repealed and we have a budgetary provision to address the new costs if necessary (ie. on-all provisions).

Staff turnover has increased from 6.7% to 12.2% which is still under the national average. We had turnover from new Mental Health Recovery Workers. There were no specific trends, but due to one-offs. We have also started providing benefits to contract workers that hopefully will improve the number. The Chief Steward position has been vacant since summer and we have had 6 grievances. This was a significant spike compared to past years. There have been 2 harassment investigations this year so far, and one was of a serious nature. We have revamped the harassment policy, completed training on it, and are also in the process of refreshing our Statement of Culture (the last version was from 2005). Nothing significant about EAP. Supportive Employment Program: new legislation, other organizations don't have capacity to take on the whole program, but we have made changes to different portions of the program. The supportive housing network has hired a consultant group that is working on a common supportive housing worker competencies curriculum and online training platform (ONPHA's platform).

We should circle back for the two points in the New Year: grievance spike and harassment complaints.

### **Motion to receive the Human Resources Report**

Moved by: Linda McNeil

Seconded by: Joann Sochor

Carried

### **Coldest Night of the Year Update**

Brian introduced to the board a new fundraising event "Coldest Night of the Year" which is an event managed by Bluesea Philanthropy and this event has helped other non-profit organizations to successfully fundraise. Yonge Street Mission used this event and raised 183K last year. Bluesea has a proven model and after careful review, Houselink agreed to become a partner. It will be held on Feb 23 around 4pm to 8pm for

participants in teams to walk a 2/5/10km route. We will get corporate sponsors and event participants will get a taste of homelessness. This event is in-line with Houselink's work.

### **“Walk in their Shoes” Update**

“Walk in their Shoes” is a fundraising event that started with a few art classes for our participants and is culminating in a fundraising event on November 21<sup>st</sup> where the art will be sold and there will be other silent auction items. Please encourage your family and friends to buy tickets.

### **ED Performance Appraisal Update**

Mary reported that the ED Performance Appraisal (EDPA) committee met last night and it is in year 1 of a 3-year cycle. The committee will send out a survey to board members with a deadline to complete by Nov 2<sup>nd</sup>. The committee will compile results, meet with Brian, and then will advise the board on compensation at the November meeting. This also gives Brian an opportunity to reflect on his development goals.

### **Human Resources Policy**

It replaces and consolidates the current Staff Treatment and Compensation Policies. It also modernized the wording, inserted some best practices, and incorporates the new context of having a Collective Agreement.

### **Motion to approve the Human Resources Policy**

Moved by: Colette Snyder

Seconded by: Joann Sochor

Carried

### **Generative Discussion Items for this Term**

Topic suggestions:

1. Marijuana discussion / the legalization of cannabis – e.g. whether Houselink should have policies for staff or participants. Is it an operational policy? Does it involve legal risk? Does it include whether people can grow cannabis?
2. Social Action Policy - How to move forward with a Conservative government and how to position ourselves?

### **In-Camera Check-in Motion**

Moved by: Mary Modest

Seconded by: Charles Finlay

Carried

### **Out-of-Camera Check-In Motion**

Moved by: Hugh Cameron

Seconded by: Joann Sochor

Carried

**Adjournment**

Moved by: Linda McNeil

Seconded by: Colette Snyder

Carried