

Human Rights Legal Support Centre

Mid-Year Review Board of Directors Meeting

Minutes

Date: October 26, 2021
 Time: 4:03pm – 7:33pm
 Via Zoom video conference

Chair: Ena Chadha

Attendees:	Mary Joe Freire Patrick Nadjiwan Gary Pieters	Evelyn Ball Martial Moreau Sharmaine Hall	Michelle Tan Tamar Witelson Bessie Mavroutsikos Sharon Hughes (Minutes)
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Item	Discussion	Follow up
1	<p>Standing Items</p> <p>a) Approval of Agenda Motion: To approve the Mid-Year Review Board Meeting Agenda. M/S: Mary Joe Freire, Michelle Tan Motion carried.</p> <p>b) Approval of Minutes Motion: To approve the Minutes of the July 22nd, 2021 Board of Directors Meeting. M/S: Mary Joe Freire, Tamar Witelson Motion carried.</p> <p>c) Conflict of Interest New hire for SHARE program is a former colleague/employee for Tamar Witelson. Sharmaine will be aware in future and notify if something comes up about the new employee. No other conflicts were declared.</p>	
2	<p>Report from the Chair Ena Chadha updated the Board members on the following:</p> <ul style="list-style-type: none"> • Mandate Letter and Mandate Review • Risk Management • Public Education Campaign • 3 Pillars Update – deferred to Sharmaine <p>EC discussed potential conflict of interest stemming from an article she wrote that was published in the Toronto Star October 23rd, 2021. To mitigate any conflict she retained personal counsel and informed the Integrity Commissioner – who found no issue with the article – before it was published.</p>	<p>Sharmaine to circulate TBS Mandate Review framework to Board.</p> <p>Bessie to discuss Risk Management reporting to Board.</p> <p>Ena encouraged Board Members to send a board wide email if they have any questions about Mandate Review before her meeting with Attorney General.</p>

3	<p>Cross Appointment Update Gary Pieters updated the Board members on the following:</p> <ul style="list-style-type: none"> • OHRC Vaccine Mandate • OHRC public survey on cultural appropriation • OHRC report to TPSB regarding using artificial intelligence, asking that they use a more human based approach • Peel Region using survey results to improve community and race relations • Hospitals working on improving accessibility for people with visible and non-visible disabilities 	
4	<p>Financial Report 1) Year to date Actuals 2) Treasurer’s Report Bessie presented the MAG and DOJ Financial Reports to the Board. Martial presented the revised Treasurer’s Report.</p> <p>Ena talked about using surplus funds to educate the public and reach out to vulnerable communities (Public Education Campaign). Sees it as an opportunity to mitigate against mandate review questions about surplus.</p> <p>Motion: To approve the MAG, DOJ and Treasurer’s Reports M/S: Evelyn Ball, Patrick Nadjiwan Motion carried.</p> <p>Motion: To ask Operations to look in to how and how much of using surplus funds for Public Education Campaign in the post recovery world. M/S: Martial Moreau, Tamar Witelson Motion carried.</p> <p>Motion: That the Centre develop an Education Plan to bring to the Board for approval, using the surplus funds. M/S: Patrick Nadjiwan, Michelle Tan Motion carried.</p>	<p>Bessie to look into using in year surplus funds and cost award accounts and report back to Board.</p> <p>Sharmaine and Bessie to discuss an approach to carry out the Education Plan motion.</p>
5	<p>HR Matter - In Camera</p>	
6	<p>Break</p>	
7.	<p>Management Report Sharmaine presented the management report to the Board members.</p> <p>1) Succession Plan – Executive Director It was decided that we need to look at all critical positions, create succession plans for each and then a full package for approval, reviewed on an annual basis.</p> <p>Motion: to convene a Succession Planning Committee M/S: Patrick Nadjiwan, Martial Moreau Motion carried. Committee will be Patrick Nadjiwan, Martial Moreau, Michelle Tan, Evelyn Ball</p> <p>2) Collective Bargaining Bessie shared the process for the Collective Bargaining Agreement.</p>	<p>Bessie to circulate to Board the Agreement before submitting to TBS, and after with TBS comments.</p>

	3) Mandatory Vaccination Discussion 4) HRLSC Update 5) MAG Update 6) HRTO Update 7) Audit Recommendations 8) SHARE Update 9) Mid Year Performance Measures Report 10) Judicial Review Report 11) Summaries HRTO Decisions 12) Financial Attestation 13) Administrative Attestation	Sharmaine will have external legal counsel review Mandatory Vaccination Policy before asking Board for approval.
8.	2021-2022 Meetings • Tuesday, December 14, 2021 at 4pm – Operational Business Plan • Tuesday, February 15, 2022 at 4pm – Winter meeting	Mary Joe Freire will be leading December meeting at Ena’s request.
9	Adjournment Motion: To adjourn the meeting. M/S: Tamar Witelson, Michelle Tan Motion carried. The meeting adjourned at 7:33pm.	

TC = Teleconference, **LAO**= Legal Aid Ontario, **OPSEU**= Ontario Public Service Employees Union, **M/S** = Moved/Seconded, **HRLSC**= Human Rights Legal Support Centre, **HRTO**= Human Rights Tribunal, **OHRC** = Ontario Human Rights Commission, **MAG** = Ministry of Attorney General, **CASHRA** = Canadian Association of Statutory Human Rights Agencies, **ED** = Executive Director