

Human Rights Legal Support Centre Board of Directors Meeting - Minutes

December 13, 2017
12:00 pm – 3:10pm
Toronto

Interim Chair: Patrick Nadjiwan

Attendees:

Mary Gusella	Sharmaine Hall
Nancy Gignac	Nancy Chisholm
Karen Drake	Raúl Cano Arana (minutes)

Item	Discussion	Follow up
1.	<p>Standing Items</p> <p>a) Approval of Agenda Motion: To approve agenda of the agenda of December 13, 2017 board meeting. M/S: Karen Drake/Mary Gusella Motion carried.</p> <p>b) Approval of Minutes Motion: To approve the Minutes of the October 25, 2017 board meeting. M/S: Nancy Gignac/Karen Drake Motion carried.</p> <p>c) Conflict of Interest No conflicts were declared.</p>	
2.	<p>Report from the Interim Chair</p> <p>Patrick Nadjiwan reported on the status of the recruitment of the Chair and Board members and tabled a letter from the Attorney General regarding gender equality in the workplace, an announcement of a new Deputy Attorney General, Paul Boniferro and a memo from the Assistant Deputy Attorney General about changes to the approval process for Annual Reports.</p>	
3.	<p>Report from Cross-Appointments</p> <p>Karen Drake updated to the Board Members on the Ontario Human Rights Commission’s current four strategic focus areas: reconciliation with Indigenous communities, criminal justice, poverty and education. The MOU between the HRLSC and the OHRC has been finalized, however signing of the document is postponed.</p>	
4.	<p>Executive Compensation Plan update</p> <p>Nancy Chisholm reported that the Ministry approved the plan and reviewed the public consultation document. The draft plan must be posted online for thirty days and should provide an email address to collect any public feedback.</p>	

	The Board went to an in-camera session to discuss and finalize the plan.	
5.	<p>Accessible Operational Business Plan</p> <p>Sharmaine Hall and Nancy Chisholm presented a draft version of the 2018/19 Accessible Operational Business Plan. Plans for outreach, enhancing working relationships (including the MOU with the OHRC) and developing informational videos or other digital resources will be outlined in more detail in the final version of the Plan.</p> <p>The Board approved the Accessible Operational Business Plan in principal. Nancy Chisholm to send the final version to the Members for final review before the deadline of December 31, 2017.</p>	
6.	<p>Financial Report</p> <p>Nancy Chisholm reported on the financial summary from April 1 to November 31, 2017.</p>	
7.	<p>Management Report</p> <p>Sharmaine Hall reported on the following:</p> <ul style="list-style-type: none"> • Agencies and Tribunal Day • Centre Public Legal Education Activities • Human Resources • Legal Services • Case Summaries • Judicial Reviews • Financial and Administrative Attestations 	
8.	<p>Scheduling 2017 Meetings</p> <p>Proposed dates:</p> <ul style="list-style-type: none"> • Early May, 2018 (after the long weekend) • Mid July, 2018 (teleconference to approve Audited Financial Statements) • Mid September, 2018 (Regional meeting, location TBD) • Early December, 2018 • Late February, 2019 	
9.	<p>Adjournment</p> <p>Motion: To adjourn the meeting. M/S: Karen Drake, Mary Gusella, Motion carried. The meeting adjourned at 3:10 pm.</p> <p>Next meeting: March 2, 2018</p>	