

# Human Rights Legal Support Centre Board of Directors Meeting - Minutes

June 27, 2018  
12:00 am – 4:46  
Toronto

Chairs: Patrick Nadjiwan and Ena Chadha

Regrets: Mary Gusella

Attendees:

Gilles LeVasseur  
Karen Drake  
Kowthar Omar

Nancy Gignac  
Patrick Nadjiwan  
Tamar Witelson

Sharmaine Hall  
Nancy Chisholm  
Raúl Cano Arana (minutes)

Item	Discussion	Follow up
1.	<p><b>Standing Items</b></p> <p>a) Charing the meeting <b>Motion:</b> To approve Patrick Nadjiwan to Chair the meeting until the Chair, Ena Chadha arrives. <b>M/S: Gilles LeVasseur/Kowthar Omar</b> <b>Motion carried.</b></p> <p>b) Approval of the Agenda – The Agenda was amended. Item <b>2.2 Executive Compensation Framework</b> was moved to <b>In- Camera Session</b> <b>Motion:</b> To approve the amended Agenda of the June 27, 2018 Board meeting. <b>M/S: Nancy Gignac/Kowthar Omar</b> <b>Motion carried.</b></p> <p>c) Approval of Minutes – The minutes were amended by deleting the words “agenda of” as the words appeared two times under Standing Items section. <b>Motion:</b> To approve the amended the minutes of the March 2, 2018 Board meeting. <b>M/S: Gilles LeVasseur/Karen Drake</b> <b>Motion carried.</b></p> <p>d) Conflict of Interest No conflicts were declared.</p>	
2.	<p><b>Report from Cross- Appointments</b></p> <p>Karen Drake updated the Board on the OHRC’s four strategic focus areas:</p> <ul style="list-style-type: none"> <li>• Reconciliation with Indigenous Communities</li> <li>• Criminal Justice</li> <li>• Poverty and</li> <li>• Education</li> </ul>	

<p><b>3.</b></p>	<p><b>Report from the Chair</b></p> <p><u>Disclosure of Wrongdoing</u> Ena Chadha as the Board Ethics Executive will be sending the members a Disclosure of Wrongdoing memo detailing the duties and responsibilities as public servants they have under the Ontario Legislation to report wrongdoing.</p>	
<p><b>4.</b></p>	<p><b>In-Camera Session</b></p>	
<p><b>5.</b></p>	<p><b>New Business</b></p> <p><u>Complaints Policy</u> The Complaints Policy item was deferred to the Board meeting in the fall.</p> <p><b>Motion:</b> To deferred the Complaints Policy to the Board meeting in the fall. <b>M/S: Tamar Witelson/Nancy Gignac</b></p>	
<p><b>6.</b></p>	<p><b>Financial Report</b></p> <p>Almara Chuldjian, Bessie Mavroutsikos, Natalie Ferrari and Nancy Chisholm introduced the members to the HRLSC’s Human Resources and Financial practices. Nancy Chisholm presented the draft of the Unaudited Financial Statements and the 2018/19 HRLSC Budget. <b>Motion:</b> To approve the 2019/19 HRLSC Budget. <b>M/S: Gilles LeVasseur/Ena Chadha</b> <b>Motion carried</b></p>	
<p><b>7.</b></p>	<p><b>Management Report</b></p> <p>Sharmaine Hall reported on the following items</p> <ul style="list-style-type: none"> <li>• MAG – Reorganization of Agency and Tribunal Relations Division</li> <li>• Memo from Secretary of the Cabinet - Additional Expenditure Restrictions</li> <li>• HRLSC Risk Register – 2018/19 Q1</li> <li>• Key Performance Indices – 2017/18 Q4</li> <li>• Human Resources Update</li> <li>• SJTO’s Executive Chair – Michael Gottheil</li> <li>• Annual Report</li> <li>• Report on Legal Services</li> <li>• Case Summaries Outcomes</li> <li>• Judicial Reviews Report</li> <li>• Financial &amp; Administrative Attestations</li> <li>•</li> </ul>	
<p><b>8.</b></p>	<p><b>Scheduling 2018 Meetings</b></p> <p><b>Proposed dates:</b></p> <ul style="list-style-type: none"> <li>• <b>August 13, 2017 – Teleconference</b></li> <li>• <b>Mid Fall (late September –October)</b></li> <li>• <b>Early Winter (Late November-Early December) – Operational Business Plan</b></li> </ul>	

**9. Adjournment**

**Motion:** To adjourn the meeting.

**M/S:** Gilles LeVasseur/ Nancy Gignac

**Motion carried.**

The meeting adjourned at 4:46 om

Next meeting:

Wednesday July 17, 2018 – Teleconference (Audited Financial Statements and Annual Report)

**M/S** = Moved/Seconded, **OHRC** = Ontario Human Rights Commission,

**HRLSC**= Human Rights Legal Support Centre, **MAG** = Ministry of Attorney General, **SJTO** = Social Justice Tribunals of Ontario, **TC** = Teleconference,