

Human Rights Legal Support Centre Board of Directors Meeting - Minutes

July 22, 2019
1:00 pm – 3:33 pm
Teleconference

Chair: Ena Chadha (TC)
Attendees: Gilles LeVasseur (TC) Patrick Nadjiwan (TC) Sharmaine Hall
Nancy Gignac (TC) Tamar Witelson (TC) Almara Chuldjian
Mary Gusella (TC) Karen Drake (TC) Camille Bettonville (minutes)

Regrets: Kowthar Omar

Item	Discussion	Follow up
1.	<p>Standing Items</p> <p>a) Approval of Agenda Motion: To approve the agenda. M/S: Nancy Gignac / Gilles LeVasseur Motion carried.</p> <p>b) Approval of Minutes Motion: To approve the Minutes of the May 29, 2019 teleconference meeting M/S: Gilles LeVasseur / Patrick Nadjiwan Motion carried.</p> <p>c) Conflict of Interest No conflicts were declared.</p>	
2.	<p>Audited Financial Statements</p> <p>Liana Bell and Helen Wang from Hilborn presented the Audited Financial Statements and the Post Audit Findings Communication for the 2018-19 fiscal year. The Communication confirmed that the statements present fairly the HRLSC's financial position and that no significant errors, evidence of fraud or significant weaknesses in internal controls were found. The audit confirmed the segregation of accounting and approval functions and did not note any accounting policies, accounting estimates, management judgement, unusual transactions or any other similar matters that required communication to the Board of Directors.</p> <p>Motion: To approve the 2018-2019 Audited Financial Statements M/S: Gilles LeVasseur / Nancy Gignac Motion carried.</p>	

3.	<p>Report from the Chair Ena Chadha shared her requesting a meeting with the new Attorney General and the Deputy Attorney General and that she is currently waiting for a response. The Board also discussed the acting CAO position compensation.</p> <p>Motion: To approve the acting CAO's compensation. M/S: Mary Gusella / Nancy Gignac Motion carried.</p>	
4.	<p>Cross-Appointments Update Karen Drake reported about the OHRC's recent work in the following areas: OHRC's Annual Report, Indigenous Reconciliation, Criminal Justice, Poverty and Education.</p>	
5.	<p>Management Report Sharmaine Hall reported on the following:</p> <ul style="list-style-type: none"> • MAG Update <ul style="list-style-type: none"> ○ Means Testing ○ Internal Audit Report ○ Prohibition to purchasing attendance or sponsoring political events • HR Update • Workplace Sexual Harassment and Violence Initiative update 	
6.	<p>Annual Report 2018-2019 Sharmaine Hall presented the 2018-2019 Annual Report. Motion: To approve the Annual Report of 2018-2019 M/S: Gilles LeVasseur / Tamar Witelson Motion carried.</p>	
7.	<p>Complaints Two ad-hoc committees were formed to deal with the current Board complaints.</p>	
8.	<p>Scheduling meetings Next meeting: September 23, 2019.</p>	
9.	<p>Adjournment Motion: To adjourn the meeting. M/S: Mary Gusella / Gilles LeVasseur Motion carried. The meeting adjourned at 3:33 pm.</p>	

TC = Teleconference, **M/S** = Moved/Seconded, **CAO** = Chief Administrator Officer, **OHRC** = Ontario Human Rights Commission.