

Human Rights Legal Support Centre Board of Directors Meeting - Minutes

October 20, 2020
10:07 am – 2:00 pm
Video Conference

Chair: Mary Joe Freire

Attendees:	Ena Chadha	Michelle Tan	Sharmaine Hall
	Evelyn Ball	Patrick Nadjiwan	Bessie Mavroutsikos
	Martial Moreau	Tamar Witelson	Raul Cano Arana (Minutes)
			Camille Bettonville

Regrets: Ena Chadha

Evelyn left at 12:30 for 10 minutes to deal with a work-related issue. She returned 12:39.
Patrick left the meeting at 1:28 to attend business.

Item	Discussion	Follow up
1.	<p>Standing Items</p> <p>a) Approval of Agenda Motion: To approve the Agenda M/S: Tamar Witelson/Martial Moreau Motion Carried</p> <p>b) Approval of Minutes Motion: To approve of the July 28th Board meeting M/S Martial Moreau/Tamar Witelson Motioned carried</p> <p>c) Conflict of Interest Check Mary Joe advised the board of Michelle Tan’s recent appointment as an Adjudicator to the Landlord and Tenant Board (LTB) and whether a potential conflict of interest exists should she remain a current HRLSC Board member.</p> <p>As Chair and Ethics Executive, Mary Joe sought an opinion from the province’s Integrity Commissioner (IC) in the matter. Having concluded that the intersection between the HRLSC and LTB roles are limited in scope, it is the IC’s opinion that MT is able to remain a member of both organizations. The IC did however suggest strategies to mitigate the potential conflict of interest concerns.</p> <p>Finally, the IC also Michelle Tan should seek a conflict of interest determination from the Executive Chair of Tribunals Ontario.</p>	

	<p>Michelle Tan confirmed he ability to fully participate in today’s meeting Michelle to inform the Board of any developments arising from the LTB and the recommendations from the IC’s letter.</p>	
<p>2.</p>	<p>Report from the Chair Mary Joe updated the Board members on the following:</p> <ul style="list-style-type: none"> • Meetings with the Deputy Attorney General and with the Assistant Deputy Attorney General. The HRLSC has scheduled another meeting with the Deputy Attorney General for November 30th. • The HRLSC has received the 2021-22 Mandate letter from MAG. • Three Pillars Meeting (OHRC, HRLSC &HRT0) on September 18th. The meeting was an opportunity for the human rights meet and discuss ways to work more efficiently. • Board Members Recruitment Process • Election of a Vice-Chair – this item was deferred to the next meeting. 	
<p>3.</p>	<p>MAG Audit Recommendations Sharmaine and Bessie updated the Board regarding the status of the MAG Audit recommendations which included the comments and suggestions made by Ena Chadha. Motion: To create a Board sub-committee to address the MAG Audit Recommendations one item at the time. M/S: Patrick Nadjiwan/Michelle Tan Motion Carried</p>	
<p>4.</p>	<p>Complaints Policy Sharmaine and Camille presented the draft Complaints Policy to the Board members. Member to approve the Complaints Policy in the December meeting.</p>	
<p>5.</p>	<p>YTD to August 2020 for the MAG and DoJ portfolios Bessie presented the MAG and DoJ Financial Reports to the Board.</p> <p>Motion: To Approve the MAG and DoJ Financial Reports. M/S: Martial Moreau/Michelle Tan Motion Carried.</p> <p>Motion: To instruct the HRLSC staff to submit an RFS for a consultant to assess what is highlighted on the Management Report and Audit Recommendations. M/S: Evelyn Ball/Tamar Witelson Motion Carried</p>	

<p>6.</p>	<p>Management Report Sharmaine presented the management report to the Board members.</p> <ul style="list-style-type: none"> • 2020-21 Performance Measures Mid-Year Report..... • Operational Business Plan..... • Return to Work..... • AODA Audit..... • Renewal of Lease – 180 Dundas..... • Workplace Sexual Harassment Initiative..... • HRTO Applications Against HRLSC..... • Report on Legal Services..... • Judicial Review Report..... • Case Outcomes..... • Financial and Administrative Attestations..... <p>Motion: To approve the Management team Return to Work and Recovery Plan until at least January 2021 including a 28-30 days notice to staff, a clear communication plan and a proposed rotational schedule for staff to return to work.</p> <p>M/S: Evelyn Ball/Michelle Tan</p>	
<p>7.</p>	<p>Adjournment Motion: To adjourn the meeting. M/S: Tamar Witelson/Evelyn Ball Motion Carried The meeting adjourned at 2:10 pm. Next meeting December 15, 2020.</p>	

Landlord and Tenant Board (LTB), Integrity Commissioner (IC). Ministry of the Attorney General (MAG), Human Rights Legal Support Centre (HRLSC), Ontario Human Rights Commission (OHRC), Human Rights Tribunal of Ontario (HRTO), Department of Justice (DoJ),