

Human Rights Legal Support Centre Board of Directors Meeting - Minutes

February 15, 2022
4:05pm – 7:30pm
Video Conference

Chair: Ena Chadha

Attendees: Mary Joe Freire Evelyn Ball Martial Moreau
Tamar Witelson Patrick Nadjiwan Gary Pieters
Michelle Tan Bessie Mavroutsikos Sharmaine Hall
Sharon Hughes (Minutes)

Guests: Toby Young Camille Bettonville

Item	Discussion	Follow up
1	<p>Standing Items</p> <p>a) Approval of Agenda Motion: To approve the Agenda of the February 15, 2022 Board Meeting Agenda. M/S: Mary Joe Freire, Michelle Tan Motion carried.</p> <p>b) Conflict of Interest No conflicts were declared.</p> <p>c) Approval of Minutes Motion: To approve the Minutes of the December 15, 2021 Operational Business Plan Board Meeting. M/S: Patrick Nadjiwan, Martial Moreau Motion carried.</p>	
2	<p>Report from the Chair</p> <p>Ena discussed the following topics:</p> <ul style="list-style-type: none"> • Mandate Review – Ena provided the Board with a summary of the mandate review process. • Regional meeting 2022/23 – The July 12th meeting is the Annual Members Meeting, in which the Board will approve the Annual Report and Annual Financial Statements. We have added a full day meeting in September (Autumn Meeting) which will focus on Board Development. • Public Awareness Campaign — a Public Awareness Campaign Committee was struck Purpose of the campaign is to raise awareness of the work of the HRLSC to the public. The committee will convene a meeting to develop the details of its work. Board Members of this Committee are Tamar Witelson, Michelle Tan, Gary Pieters, and chaired by Mary Joe Freire. Motion: to support striking a Public Awareness Campaign Committee. 	

	<p>M/S: Tamar Witelson, Martial Moreau</p> <ul style="list-style-type: none"> • Chair Per Diem Adjustment – chair per diems, shifting of duties, shifting of chairs, clarity of calculation. We are looking at formulas and Ena will come back to this once it is resolved. <p style="text-align: right;"><i>Ena Chadha</i></p>	
3	<p>Consent Agenda</p> <p>Motion: To approve use of Consent Agenda. M/S: _____, _____ No motion made. The Board discussed adopting a consent agenda policy and practice for meeting. The discussion yielded additional questions and concerns. Executive Steering Committee will meet to come up with more options and discuss at next Board Meeting (May 2022).</p> <p style="text-align: right;"><i>Mary Joe Freire</i></p>	
4	<p>Cross-Appointment Update</p> <p>Gary shared an OHRC presentation about their plans to celebrate the upcoming 60th Anniversary of the <i>Code</i>. Also shared how the OHRC was celebrating Black history month.</p> <p style="text-align: right;"><i>Gary Pieters</i></p>	
5	<p>IEC update</p> <p>Sharmaine and Toby updated the Board on the Income Eligibility Criteria project. The Board will be attending an Income Eligibility Framework Workshop on February 24th, 2022.</p> <p style="text-align: right;"><i>Sharmaine Hall & Toby Young</i></p>	
6	<p>Financial Report</p> <p>Bessie presented the Year to date Actuals, the Budget for 2022/23 and the Staff Reimbursement Briefing Note. Martial presented the Treasurer’s Report.</p> <ul style="list-style-type: none"> • Year to date Actuals (2021/2022) • Budget for 2022/23 Motion: to approve budget as tabled with the proviso that we review and revisit the board budget before the end of the second quarter, with proviso that it is closely monitored. Revisit approved amount in September at meeting. M/S: Mary Joe Freire, Martial Moreau Motion carried. • Staff Reimbursement Motion: To proceed with staff reimbursement as recommended in Briefing Note M/S: Mary Joe Freire, Martial Moreau Motion carried. • Treasurer’s Report <p style="text-align: right;"><i>Bessie Mavroutsikos & Martial Moreau</i></p>	

7	<p>Centralizing Broader Real Estate Authority</p> <p>Bessie presented the Revised Briefing Note and discussed the lack of information available on how to proceed.</p> <p>Motion: Board are unable to make an informed decision in the best interests of the organization until MGCS makes a determination on what vehicle will be in place to transfer the authority, given the authority is set out in the legislation Board will send a letter to MAG.</p> <p>M/S: Evelyn Ball, Tamar Witelson Motion carried. <i>Bessie Mavroutsikos</i></p>	
8	<p>Update from Management</p> <p>Sharmaine reported on the following:</p> <ol style="list-style-type: none"> 1. HRLSC Update 2. MAG Update 3. HRTO Update 4. SHARE Update 5. ISOC Update 6. Report on Legal Services 7. Judicial Review Report 8. Case Outcomes 9. Financial and Administrative Attestations <p><i>Sharmaine Hall</i></p>	
9	<p>Scheduling 2022-23 Board Meetings</p> <p>Proposed dates:</p> <ul style="list-style-type: none"> • May 10, 2022 – Year End Board Meeting • July 12, 2022 – Annual Report and Annual Members Meeting • September 20, 2022 – Autumn Board Meeting (all day Regional Meeting) • November 1, 2022 – Mid-Year Review Board Meeting • December 13, 2022 – Operational Business Plan Board Meeting • February 28, 2023 – Winter Board Meeting <p>Motion: to approve the 2022-23 Board Meeting Schedule M/S: Tamar Witelson, Martial Moreau Motion carried.</p>	
10	<p>Adjournment</p> <p>Motion: To adjourn the meeting. M/S: Tamar Witelson, Martial Moreau Motion carried.</p> <p>The meeting adjourned at 7:30pm.</p>	

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, **MGCS** = Ministry of Government and Consumer Services