

Human Rights Legal Support Centre Board of Directors – Operational Business Plan Meeting Minutes

Date: December 8, 2025
Time: 4:30 PM – 7:30 PM
Where: Virtual Meeting (Zoom)

Chair: Ena Chadha

Vice Chair: Mary Joe Freire

Attendees: Michelle Tan Martial Moreau Evelyn Ball
Gary Pieters Tamar Witelson Toby Young
Bryan Beatty Bessie Mavroutsikos
Stephanie Reyes (minutes)

Regrets: Remi Warner, Sandi Bell

Guests: Ginella Massa

Item	
1	<p>Land Acknowledgement</p> <p>Land Acknowledgement by Mary Joe Freire.</p>
2	<p>Consent Agenda Items</p> <ul style="list-style-type: none"> a) Approval of December 8, 2025, Board of Directors Meeting Agenda b) Approval of October 29, 2025, Board Meeting Minutes c) Conflict of Interest Check d) Administrative Attestation e) Financial Attestation

	<p>Motion: to approve the consent agenda items. M/S: Mary Joe Freire / Evelyn Ball Motion Carried.</p>
3	<p>Chair's Discussion Topics:</p> <p>a) Update on Mandate Letter & DAG Meeting</p>
4	<p>Operational Business Plan</p> <p>a) Review and approval of the 2026-2029 Operational Business Plan (OBP)</p> <p>Motion: to approve the OBP, in principle, subject to Board edits shared via email. M/S: Mary Joe Freire / Bryan Beatty Motion Carried.</p>
5	<p>In-Office Workplace Policy & Implementation Plan Update</p> <p>Legal Director gave an update regarding HRLSC's In-Office Workplace Policy & Implementation Plan.</p>
6	<p>MOU – Next Steps</p> <p>Legal Director gave an update regarding HRLSC's discussions with MAG in relation to the new MOU and Public Communication Protocol.</p>
7	<p>Management Update</p> <p>In the Executive Director's absence, the Legal Director and the CAO gave updates on the following:</p> <p>a) Labour Relations b) Governance Policies Update</p>

8	2025-2026 Meetings <ul style="list-style-type: none">• Winter Meeting – February 2026• In-person Spring Meeting – TBD
9	Adjournment of December 8, 2025, Meeting Motion: to adjourn the meeting M/S: Gary Pieters / Martial Moreau Meeting was adjourned.

M/S = Moved/Seconded, **DAG** = Deputy Attorney General, **OBP** = Operational Business Plan, **MOU** = Memorandum of Understanding **CAO** = Chief Administrative Officer, **TBD** = To be determined