

APPROVED: December 5, 2020



**John Howard Society of Saskatchewan  
Board Meeting  
September 18, 2020  
Minutes**

**Present:** Anna Robinson, Chair  
Jennifer Angus  
Christine Boyczuk  
Wanda Clare  
Benedict Feist  
Tyler Gray

**Regrets:** Roger Bucsis  
Michelle Caron  
Phaedra Hitchings  
Peter Braun  
Tammy Williams

**Staff:** Shawn Fraser, CEO  
Dot Lambsdown, Board Relations Coordinator  
Echo Qin, Director of Finance  
Nick Langshaw, Director of Human Resources

**1.0 Call to Order and Opening Remarks**

Ms. Robinson welcomed Board members and staff to the meeting and called the meeting to order at 2:15 p.m.

The Chair reported that Board member Ms. Tammy Williams has requested to temporarily step down from JHSS Board duties for personal reasons. A motion was made in support of Ms. Williams' request, as follows:

**[MOVED BY C. BOYCZUK/SECONDED BY B. FEIST] BE IT RESOLVED THAT** the JHSS Board of Directors approve to accept the request made by Ms. Tammy Williams for a temporary leave of absence from Board duties for personal reasons. **[CARRIED]**

**2.0 Acknowledgement of First Nations People & Treaty Land**

Ms. Angus provided the acknowledgement of First Nations People and Treaty Lands. She acknowledged that the Board meeting was on Treaty 4 territory. Ms. Angus shared her hope that the spirit of Treaty guides our work at the John Howard Society of Saskatchewan.

**3.0 Agenda**

Ms. Robinson invited changes to the agenda. There being no amendments to the agenda, a motion was made to approve the meeting agenda, as follows:

**[MOVED BY B. FEIST/ SECONDED BY J. ANGUS] BE IT RESOLVED THAT** the agenda of the September 18, 2020 meeting be approved, as presented. **[CARRIED]**

**Board Only In-camera Meeting**

Mr. Fraser and Ms. Qin left the meeting, as the Board of Directors moved In-camera.

**Motion to Move In-camera**

**[MOVED BY C. BOYCZUK/SECONDED BY T. GRAY] BE IT RESOLVED THAT** the JHSS Board of Directors approve to move its September 18, 2020 meeting in-camera at 2:25 p.m. **[CARRIED]**

#### **Motion to Reconvene Meeting**

**[MOVED BY W. CLARE/SECONDED BY T. GRAY] BE IT RESOLVED THAT** the JHSS Board of Directors approve to reconvene its September 18, 2020 meeting at 2:45 p.m. **[CARRIED]**

#### **4.0 Conflict of Interest Declaration**

Ms. Robinson asked if any director had a conflict of interest to declare. There were no conflicts declared.

#### **5.0 Previous Meeting Minutes**

##### **05.1 June 27, 2020 Minutes**

Ms. Robinson invited comments on the minutes of the meeting held on June 27, 2020. There being no amendments to the June 27, 2020 meeting minutes, a motion was made to approve the minutes, as follows:

**[MOVED BY C. BOYCZUK/SECONDED BY B. FEIST] BE IT RESOLVED THAT** the Board of Directors minutes of the meeting held on June 27, 2020 be approved, as presented. **[CARRIED]**

#### **6.0 Ratify E-vote Motion**

##### **6.1 Mortgage Renewal for Robert's Place**

**[MOVED BY T. GRAY/SECONDED BY J. ANGUS] THAT** the John Howard Society of Saskatchewan Board of Directors approve JHSS management to renew the mortgage for Robert's Place for five years at a fixed rate of 3.3%. **[CARRIED]**

#### **7.0 Business Arising From the Minutes**

##### **7.1 Action Items from Previous Board Meetings**

The Action Items were reviewed and updated, as follows:

- Board members agreed to remove action items #6 and 9 as they have been deemed completed.
- Add to the Board of Directors Work Plan: Review the unrestricted reserve fund in conjunction with the JHSS annual budget.

##### **Action:**

1. Add to the Board of Director Work Plan: Review the unrestricted reserve fund in conjunction with the JHSS annual budget.

**[MOVED BY T. GRAY/SECONDED BY W. CLARE] BE IT RESOLVED THAT** the JHSS Board of Directors approve the Action Items, as presented. **[CARRIED]**

#### **8.0 Saskatchewan Housing Corporation Grant for Independent Living Apartments In Saskatoon and the Saskatoon Youth Shelter Opportunity**

CEO Mr. Shawn Fraser introduced the presenters as follows:

- Ms. Jodie Kurysh, Director of Social Programs
- Kyle Caron, Assistant Director of Social Programs
- Aleissa Wolff, Assistant Director of Social Programs

**The Supported Independent Living Program** has been part of JHSS Saskatoon since 2006 in various buildings throughout the city. Many of the youth in other JHSS homes join SILP after having 'graduated' from one of JHSS' youth homes. The program currently supports 10 youth with the potential to expand to 14 youth in the immediate future.

For the past few years, SILP management, staff, and participants have felt that the program would benefit from operating out of a common building. In the fall of 2019, the Saskatoon

Director of Social Programs, Jodie Kurysh, replied to a request for proposals from the Saskatchewan Housing Corporation for funding to purchase a small apartment complex that could house youth in the SILP program.

In early 2020, JHSS was notified that its initial application to SHC had passed the first selection round. Representatives from SHC made it clear that while we are not committed to take the funding, the odds are highly in our favour if we are interested in pursuing a contract.

In June 2020, the JHSS Board directed the CEO to approach non-profit housing providers in Saskatoon to see if there might be an opportunity for partnership, allowing the SILP program to operate out of a single apartment building while not requiring JHSS to own the property.

Highlights of the Saskatoon Saskatchewan Independent Living (SIL) program expansion plans presentation included the many benefits of owning a single apartment building where the clients would pay rent to JHSS versus clients renting from various landlords throughout the city.

The Board reviewed the costing chart that was included in the meeting package. Discussion included the following items:

- The program could take on more clients in the future due to need identified by the provincial government.
  - MSS would obligate JHSS to allot \$100 per unit per month to a reserve fund.
  - Even though there is a 70 per cent subsidy, the budget will still be tight for JHSS as we will be buying a building at market prices however, we won't be able to charge market priced rent.
  - An appropriate apartment building has not been identified yet, and the criteria of as such a building would be contingent on finding the right property in the right neighbourhood for the right price. If this option is perused, JHSS would find an appropriate property and bring back to the Board for final approval.
- Since the June Board meeting, JHSS have been able to connect with representatives from both Camponi and Quint housing, two non-profit housing organizations in Saskatoon. Both groups had both positive and negative experiences with receiving 70 per cent grant money and indicated that we would need to adhere very closely to the budget. Both groups were interested in a partnership for housing but neither group had appropriate spaces.
  - JHSS approached the City of Saskatoon about accessing funding for the project through the Affordable Housing Capital Assistance Grant. Depending on availability of funding, this project could be eligible for a grant of up to 10 per cent of its total value.
  - In response to a question of how will we know if this program will make a difference and prevent youth from becoming involved in crime, Ms. Kurysh responded that housing is a preventive measure for justice youth recidivism. Safe dependable housing provides an opportunities for clients to work on the social causes of why they were involved in the justice system. Homelessness and crime have a strong correlation. Staff think that if the youth live together they would learn from each other. If JHSS owns the building, JHSS can guarantee that the youth will have accessible housing, which is usually a condition of release into the community.
  - JHSS would continue to have staff on site until midnight and would then look at a mentor position to supervise the complex overnight.

**Saskatoon Youth Shelter Opportunity:** The Ministry of Social Services has identified a need for emergency housing for homeless youth in Saskatoon and recently launched a CFP for someone to run a new youth shelter.

Of the four youth homes that JHSS currently operates in Saskatoon, one of them (Bert's Place) serves as a shelter. While our other homes generally have single staffing and house youth for long periods, Bert's Place generally has double staffing and houses youth for shorter periods, either until their home life is more stable or until a more permanent arrangement can be found. Youth shelter stays are meant to be a maximum of 30 days, though often extensions are granted by the Province.

In 2019 Bert's expanded from five to seven beds. While Bert's is a sturdy house, great program and has provided direct help to hundreds of youth over the years, management has found challenges in providing shelter services in a residential setting. The primary issues are that it can be hard to manage youth with high needs in a house and that the neighbours can sometimes be annoyed by noise and other issues that come with shelter provision.

JHSS is recognized as an expert in providing shelter services in Saskatoon and would likely be a serious contender to deliver this service should we apply to this CFP.

Apply to transition Bert's Place (residential shelter with 7 youth receiving beds) into a new youth shelter in Saskatoon (approx. 15-17 receiving beds), then move youth from Basswood Place into the existing Bert's Place and sell/repurpose Basswood.

The Board expressed appreciation to the three presenters and informed them that the Board will let them know of its decision on the two proposals after a full Board discussion.

## 9.0 **CEO Report to the Board**

Mr. Fraser presented the CEO Report to the Board, which was included in the meeting package. Highlights of his report included the following items:

- ENDS Report from June to September 2020.
- Executive Limitations Compliance – it was noted that the CEO was in compliance on all items, as reported. It was noted that the CEO's Executive Limitations Compliance Report was well done and to continue with the format.
- Complaints Report from July to September 2020. The CEO requested that the Board go in-camera to receive the Complaints Report. The Board agreed and a motion was made to go in-camera, as follows:

**[MOVED BY T. GRAY/SECONDED BY B. FEIST] BE IT RESOLVED THAT** the JHSS Board of Directors approve to move its September 18, 2020 meeting in-camera at 4:15 p.m. **[CARRIED]**

### **Motion to Reconvene Meeting**

**[MOVED BY J. ANGUS/SECONDED BY T. GRAY] BE IT RESOLVED THAT** the JHSS Board of Directors approve to reconvene its Board meeting of September 18, 2020 meeting at 4:45 p.m. **[CARRIED]**

There being no further discussion, the CEO Report to the Board was approved, as follows.

**[MOVED BY W. CLARE/SECONDED BY C. BOYCZUK] BE IT RESOLVED THAT** the JHSS Board of Directors approve the CEO Report to the Board, as presented. **[CARRIED]**

## **10.0 Committee Reports**

### **10.1 Audit & Finance (A&F) Chair's Report**

The Audit & Finance Committee received the JHSS audited financial statements as of June 30, 2020, which was included in the meeting package. It was reported that JHSS is in a good financial position, in spite of the additional COVID-19 expenses. The Committee made a motion in support of the JHSS Financial Statements for the as of June 30, 2020. As no further discussion ensued, the Board passed a motion in favour of the Q1 Financial Statements, as follows:

**[MOVED BY T. GRAY/SECONDED BY W. CLARE] BE IT RESOLVED THAT** the JHSS Board of Directors approve the JHSS Q1 Audited Financial Statements as of June 30, 2020, as presented by management. **[CARRIED]**

The Director of Finance provided a verbal report on the CEO Quarterly Expenses as at June 30, 2020. Due to the COVID-19 restrictions the CEO did not travel or incurred any expenses during Q1.

There being no further discussion, the Audit & Finance Committee Report was accepted, as presented.

**[MOVED BY T. GRAY/SECONDED BY C. BOYCZUK] BE IT RESOLVED THAT** the JHSS Board of Directors accept the Audit and Finance Committee Chair's Report to the Board, as presented. **[CARRIED]**

### **11.0 Human Resources Chair's Report**

The CEO, Director of Human Resources and the Director of Finance moved in-camera with the Board.

#### **Motion to Move In-camera**

**[MOVED BY C. BOYCZUK/SECONDED BY B. FEIST] BE IT RESOLVED THAT** the JHSS Board of Directors approve to move its September 18, 2020 meeting in-camera at 4:55 p.m. **[CARRIED]**

#### **Board Only In-camera Meeting**

Mr. Fraser, Mr. Langshaw and Ms. Qin left the meeting, as the Board of Directors moved In-camera.

#### **Motion to Move In-camera**

**[MOVED BY C. BOYCZUK/SECONDED BY B. FEIST] BE IT RESOLVED THAT** the JHSS Board of Directors approve to move its September 18, 2020 meeting in-camera at 5:00 p.m. **[CARRIED]**

There being no further in-camera business of the Board of Directors, a motion to move out of camera was made, as follows:

**[MOVED BY J. ANGUS/SECONDED BY T. GRAY] BE IT RESOLVED THAT** the JHSS Board of Directors approve to move out of camera at 5:30 p.m. **[CARRIED]**

### **12.0 Motion to Adjourn**

There being no further business of the Board of Directors, a motion to adjourn was made, as follows:

**[MOVED BY T. GRAY/SECONDED BY J. ANGUS] BE IT RESOLVED THAT** the Board of Directors approve the adjournment of this meeting on September 18, 2020 at 5:30 p.m. **[CARRIED]**