



CDCD Board Minutes
Wednesday, January 22, 2020
458 Fairall St. #4, Ajax, ON L1S 1R6

Present Board Members: Roger Ramkissoon, Michelle Davis, Melissa Beckett-Batchelor, Portia Daisy,
Management: Vanessa, Hermia, Peter

Regrets: Hilary Smith

Absent: Audette James - arrived late
CA

1. Call to Order/Approval of Agenda

- Roger Ramkissoon called the meeting to order at **6:32pm** AD
- **MOTION:** Moved by Portia Daisy, seconded by Michelle Davis "that the CDCD Board approve the Agenda for the January 22, 2020 Board meeting" **CARRIED**

2. Declaration of Conflict of Interest - No conflict of interest mentioned

3. Approval of the previous minutes - Deferred

4. Introduction of the new board member - Melissa Beckett-Batchelor

5. Presentation by Presentation by Peninsula | HR & Health & Safety Support
(Refer to Hermia's presentation)

Started in 1983 - Own 8 companies within group - primarily in England

5 offices in Australia

3 offices in Canada - started in Toronto September 2017

Software Company

5 Pillars

- Documentation
- Advisory Service - 24/7 unlimited HR/H&S professionals
- Legal Insurance - no deductible, and no fees
- Online Tools
- Health & Safety Compliance including 5 trainings for employee

Monthly amount is predicated on # of staff at the time of signing (currently it is 39 FTE's)

Support Service Examples

- No recruiting but will review job posting
- Can help with interview questions (recommendations)
- Interview Evaluation Matrix
- WSIB Audits - extra charge for onsite visits (charge based on ½ day/full day)
- IT support



Will provide contact references for Peninsula

6. Business Arising from the Minutes – Expanded Space

- Recommendation to the board – 12 months' notice to the landlord starting February 1, 2020 based on the lease agreement – Motion: Portia Daisy/ seconded by Audette – All in Favour

7. Pulled from the Consent Agenda

- Financial Audit 2019 – report by Peter. On-track
 - Statement will be ready for board review by Board – *January 29, 2020*
 - Will be emailed to the Finance & Audit committee
 - Approved the statement in March by the board
 - Roger to complete this portion of the minutes

8. Operational Report – Hermia

- Emailed to board. ED reported on the recruitment for the roles of RAP Housing Worker, Social Researcher, Team Lead - Community Development, PitCount Coordinator, HIFIS Coordinator and Part-time Community Connections Worker (maternity leave replacement);
- Welcome Centre Manager hired – Wosen Beyene – official start date February 3rd
- Housing Team Lead – internal hire – start date January 27
- Interim Team Lead for AWC & Settlement and SWIS & Communications
- Updates were provided on progress of the Organization's Culture Survey process.

9. AGM 2020 – 50th Anniversary

- Space – thinking about The Jubilee in Oshawa
- Logo – seeking board feedback
- Highlight each department – the committee will review each department ideas
- Soft launch – Employee Breakfast January 27
- Will be presenting to Council – board requested to be included as a way to represent

New Business – no new business

Signed on this 126th day of February 2020 in the Town of Ajax:


Roger Ramkissoon
Board President


Portia Vidal
Board Secretary

Michelle Davis
on behalf of

