



Federation of Foster Families of Nova Scotia



MISSION STATEMENT

The Federation of Foster Families of Nova Scotia is a collective voice for all foster parents in Nova Scotia. In pursuit of this mission, the Federation will ensure assistance and support for Foster Families and Foster Family Associations.

OBJECTIVES

- To ensure the integrity of the Federation as the collective voice for all Foster Parents
- To better equip Foster Parents in the provision of the best possible childcare
 - To promote a positive profile for foster care
 - To encourage the development of the Foster Family Associations and Support Groups
- To continually work toward improving foster care in Nova Scotia

Tuesday, August 16, 2022

Federation of Foster Families of Nova Scotia

Minutes

Call to Order

9:40 am

Attendance

Western-Rob Richardson & Lloyd Sweeny
Northern-Carolann Zegray & MaryAnn Burke
Eastern-Evelyn MacInnis & Sheila Hill
Central-Marina Keeping & Patricia Cain
Mikmaq-Darlene Arseneau-Kennedy
African NS- Iona Smith

Regrets

Gary Laundry
Cindy Poulette
Anita MacMillan

-Welcome/Review Team Agreement/Review Agenda

-Approval of the Agenda

Approval of the agenda with the following amendments

-add to new business, intern ED, Coordinator of Training, In Camera Sessions

Moved by SH(Eastern) 2nd by LS(Western)

-Approval of the Minutes

Moved by MB(Northern) 2nd PC(Central)

-Approval of the Financials

Treasurer(PC) explained that she was to have a meeting with the ED and Comptroller to discuss reoccurring expenses, and to gain more understanding of the financial statements.

Moved by DK(Mikmaq) 2nd by IS(AfricanNS)

-Approval of the ED Report

Amendments made to July ED Report

Moved by DK(Mikmaq) 2nd by EM(Eastern)

August ED Report

Moved by LS(Western) 2nd by IS(african NS)

-Old Business

-Financials

Update from legal council that a special meeting of the society is needed to pass the Annual Financial statements. This can occur in person or virtually. Special Meeting can be called by the chair thirty days in advance in accordance to the FFFNS Bi-laws.

Special Meeting was requested by the FFFNS Board Chair for September 17,2022 from 1pm to 2pm to pass the financials. Letter sent to FFFNS Admin Assistant requesting she send members of the society an information letter and invitation.

-Board Emails & Laptops

This is an ongoing issue which has been noted in the minutes since 2017.

Fraud email sent from Chair of the Board to members of the board requesting funds. Board Chair to contact Halifax Regional Police to report cyber fraud attempt.

Question brought forward about board laptops and the lack of anti virus protection. Chair to inquire on this matter and also check protection on FFFNS computer systems.

-Overdue Performance Review

Put on hold due to ED being on medical leave. Board Chair to locate board file cabinet and performance review documents and bring them to the next board meeting for review.

-Staff Refreshments

Refreshments that were purchased for the staff we paid for out of pocket by the Board Chair. Board is requesting Comptroller reimburse for this as per board vote at the board meeting in Port Hawkesbury where the ED notified the Board that there were funds available for this expenditure.

Going forward only the ED will bring requests regarding staff to the Board for approval these requests will be looked at on an individual basis.

-Communication Board and Staff

Board will follow chain of communication as will the staff with the board. Staff and the ED are not to contact the FFFNS Funders without Board support.

-New Business

-Bi-Laws

The Board is encouraged to review articles one and two in our bi-laws for discussion at the next meeting.

-September Meeting

Friday September 16-2022

Redesign/Board Meeting

Saturday September 17-2022

AGM/Meet and Greet

Sunday September 18-2022

Board Meeting

Details to be confirmed by FFFNS Board Chair. Refreshments Provided

-Request from Coordinator of Training

Clarification on what medical leave she is on. Chair to draft email to coordinator of Training regarding a modified work week for compassionate grounds

-Form Letter for Donations

Form letter for donations will be communicated and sent to all association presidents for future fundraising. Will be available from FFFNS

-Legal Fees

Legal Council proposed using a flat rate retainer. Board to look at the fiscal responsibility of this matter at a future date.

-1-800 Tracking

Communicated that foster parents and perspective foster parents are waiting a month for a call back with information. Board is requesting the development of an excel spread sheet too track regions so that timely followup can be achieved, also for justification of the expense of the 1-800 number.

-Intern ED

In the absence of the Executive Director medical leave the board has decided to propose that the current Allegation Support Worker become the intern ED

Moved by MK(Central) 2nd by LS(Western)

-In Camera Sessions

FFFNS Board of Directors has decided that if a director is not in attendance for an in camera session that the information shared in that session cannot be shared as this would be a breach of confidentiality

-Bursary Committee

Committee needs to follow up with one applicant. DK(Mikmaq) reviewed all applicants and the committee will distribute funds to applicants in September after confirmation of attendance is established.

-Work from home

working from home will be following a directive from public health (state of emergency)in coordination with the ED. If this situation arises the FFFNS Board should be made aware by the ED. Any other working from home would be in extenuating circumstances and need ED and Board approval for such.

-HR Policy

Legal Council has been very adamant that the FFFNS Board of Directors not accept or implement the draft HR policy that was developed by Savory Consultants. He does not feel this policy has any merit and would be harmful for the FFFNS. Legal Council recommends that the FFFNS continue to use the current HR policy. The HR Committee will review the current policy and bring any recommendations to the FFFNS Board of Directors for review.

Adjournment

Moved by IS(African NS) 2nd MK(Central)

Respectfully Submitted
Carolann Zegray



FFNS Structure:

July 2022

