

January 28, 2023

## Federation of Foster Families of Nova Scotia

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### **Minutes**

Call to Order 10:31

### Attendance

Western - Rob Richardson & Lloyd Sweeny  
Northern - Carol Zegray & MaryAnn Burke  
Central - Marina Keeping & Patricia Cain  
Eastern - Evelyn MacInnis & Sheila Hill  
African NS - Iona Smith  
Mikmaq - Darlene Arseneau-Kennedy  
Acting Executive Director - Donna Kaulbeck  
  
Regrets - Cindy Poulette

Welcome/ Review Teamwork Agreement and Mission Statement

-Approval of Agenda

Amendments/Additions:

Jennifer Weston Letter  
Proposal from Carla Anglehart  
Minority Board Members  
Past President Position  
Board Attendance

**Motion for approval of the agenda with additions LS(Western) 2nd EM(Eastern)**

-Approval of Minutes

**Motion for approval of the minutes PC(Central) 2nd IS(African NS)**

-Approval of Financials

Acting ED to request clarification on up to date financials  
**Motion for approval of the financials EM(Eastern) 2nd IS(African NS)**

January 28, 2023

**-ED Report**

Acting ED requested to inquire about security software to support a work from home plan.

Informed the board that the plan she has implemented has staff working from home one day a week. Staff choose the day and it remains that day. If their work from home day falls on a holiday it will remain their day off and will not be substituted for another day.

There will be no snow days with the work from home policy

Formal Work from Home policy to be added to the Policy binder (attached with ED report)

Board Chair to speak to Tracy Embrett regarding extending Acting ED position until the return of the ED returns.

**Motion for approval of ED report DAK(Mikmaq) 2nd MK(Central)**

**-Old Business**

**Insurance Follow Up**

Board Members and Staff are covered by liability insurance. Denise will print copies of the policy to be added to the board binder.

**Governance Summary Report**

-Disagree with recommendations about limiting board meeting times. Board members feel limited in the amount of time and silenced into meeting time restraints

-Training should be more focused on the individualization of the federation

-should list the recommendations that the board feels they can meet and give reasons why they can't be met

-Step 3 is focused on building relationships with the current ED. Can this be carried over to building new relationships if our ED retires.

-Letter to be drafted to let Carla know we will be waiting to have the additions of new board members being elected at the AGM

-Proposal will be forwarded to Tracy Embrett

-Chair will draft a letter with positive points and the items the board has learned and would request additional funding for further governance training

**Foster Care Reference Group**

-Cost breakdown to be presented to Tracy Embrett, with the hope to reassign these costs away from Board expenses and into Redesign expenses

**Guidelines for Regional Association Meetings**

-Tabled to new business

January 28, 2023

**New Business**

**AGM Bi-law Amendments**

-Board will file a amendment of the bi-laws to be presented at the AGM for Minority board members to extend board representation on a year by year basis if there is no new representative put forward to represent

**-Past President**

Position of past chair would be ex-officio and virtual with no voting rights. Policy clarification will be provided

**-Regional Check Ins**

-Maintain a collective voice for foster parents across the province. Associations have dwindled because of Covid.

-Importance of the board being more visible to foster parents and help boost associations in the process

-Regional Check ins to be added to the agenda

-Board to have board meeting in areas across the province and send invites to Association presidents and foster parents, also to help create an association if one does not exist.

- Board chair to send letter to association presidents to invite them to the AGM. With report of activities and events this year

**-Dates and Locations of board meetings**

March 31, 2023	Baddeck
April 28, 2023	TBD
May 26, 2023	AGM Truro

**-Letter to Karla MacFarlane**

Thank you letter to be drafted by the Chair from all Foster Parents in the province.

**-Long Term Disability for Staff over 65**

Review policy for changes ( not to pay accumulated sick time because it cannot be financially supported by the FFFNS budget)

Speak with Tracy Embrett about contingency plan for long term replacement if the FFFNS is without a ED long term in the future. Also about banking sick days past each fiscal year. Standing Agenda Item

**-Board Attendance**

Chair will communicate to the Eastern MiKmaq representative about meeting attendance

**-Letter from Jennifer Weston**

Chair will forward this letter to the Coordinator of Foster Care for further discussion. Letter Attached

**-Board Orientation for September**

To be established for first board meeting in September to give new members information on Board roles and responsibilities

**Adjournment**

**2:23pm**

*Carol Hargray*