

Federation of Foster Families of Nova Scotia
October 15, 2022 – Board Meeting

10:24am

- Welcome
- Attendance
 - Cindy Poulette (Mi'kmaq)
 - Evelyn MacInnis (Eastern)
 - Darlene Arseneau-Kennedy (Mi'kmaq)
 - Jill Martin (A/ED FFFNS)
 - Lloyd Sweeny (Western)
 - Sheila Hill (Eastern)
 - Patricia Cain (Central)
 - Iona Smith (African NS)
 - Mary Ann Burke (Northern)
 - Rob Richardson (Western)
 - Marina Keeping (Central)
 - Regrets: Carol Ann Zegray (Northern)
- Review Team Agreement
- Review Today's Agenda

10:23am Approval of Agenda -1st Evelyn 2nd Mary Ann

10:28am Approval of Minutes from Last Meeting – 1st Sheila, 2nd Iona

- Approved with a correction addressing submitting receipts for breakfast reimbursement. Remove the line that says the Board was directed to submit actual costs.
- Discussion regarding clarity around food provided for meals and/or snacks and expensing for meals.

10:44am Approval of Financials -

- Deferred due to outstanding expenses from training and Board meeting in September
- November meeting will present September financials

10:46am Approval of ED Report – 1st Sheila, 2nd Patricia

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10:47am Approval of Chair's Report – 1st Iona, 2nd Patricia

10:53am Old Business:

- Per diem reimbursement during Board Meetings
 - Rob is going to look further into this and report back to the Board
- Practice Framework Virtual Meeting – October 26, 2022 @ 7pm
 - Rachelle Williams (DCS) contacted Rob. The purpose of the meeting is to discuss child welfare practice and programming. The Practice Framework will develop best practices and a framework for DCS workers to provide services to children and youth in care.
 - The Board is being asked to participate in this work as a stakeholder. The link will be coming out shortly for this.
- New allegation support position update
 - October 31, 2022 interview with a potential candidate – Jill, Iona and Rachelle
- Peer support job posting update
 - Jill has reached out to DCS for confirmation of funding as the position had been considered as a pilot.
 - Denyse is working on an up-do-date job description. Jill was asked to provide the drafted job description to Rob to distribute to the HR Committee to review. DCS also needs
 - 14 hours a week position – need to also confirm if the position will be term or perm.
- Vacancy of African Nova Scotian position
 - Working on recruiting
 - The vacancy can only be filled for the remainder of the vacant term (Spring 2023)
 - There is a list of people who have self-identified as ANS. A notice will be sent out to the people on the list about the vacancy until Spring 2023.
 - Rob will be attending the ANS meeting on November 07 2022.


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FFNS Service Level Agreement (ad hoc conversation)

- Expired March 31 2022 – not signed yet – not unusual to not sign until October of the year due.
- Jill has checked with DCS (Margaret) and will follow-up again.
- Recognized the FFNS Service Level Agreement Amendment regarding the Because You Care funding.
- Rob will work with Jill to sort out what needs doing to get the Agreement signed.

12:23pm New Business:

- Cindy shared a prayer usually used to start a meeting
- Review of Article 5 of the FFNS By-Laws
- Board Governance Training –
 - Rob has reached out to three of the people on the list provided by DCS. He has heard back from two of them so far.
 - Decision was made to book one of the service providers for November or December meeting – based on their eligibility.
 - Rob will check with DCS to clarify how the consultant bills – direct to DCS or through FFNS.
- Hotel bookings for November Board meeting planned for Antigonish.
 - Check Maritime Inn in Antigonish – if not available then move the meeting to New Glasgow/Stellarton.
 - A meet and greet for Northern will be planned for the Saturday night
- December Board meeting and year-to-date budget for meetings
 - Based on the current budget forecast, the budget is planned for two more in person meetings and three virtually.
 - Discussion - recognizing the approximate \$18K pressure if all the meetings are in person until the end of fiscal.
 - Jill will speak to Rose to get greater clarity on the process to get additional funding.
 - Rob will work with Patricia and speak to DCS if needs be.
 - Booking the December meeting (if in person)



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- Direction to staff to book rooms ASAP to ensure availability.
- Outstanding expenses reminder – please get them into Rose ASAP
- Refrigerator for the Office
 - Given the effort to bring in food for meetings and training - the decision has been taken to get a full-size fridge.
 - Should be able to purchase under \$1000.
- Financials
 - Had virtual AGM – financials were passed by the membership
 - Registry of Joint Stocks and CRA documents sent and confirmed received.
- Board member self-evaluation
 - By-laws state the evaluation should be done after the AGM.
 - Members are asked to take home and bring back to next meeting.
 - Ensure back on appropriate timing in 2023.
- Acting Executive Director – Motioned 20% acting pay (10% for A/Ed and 10% for A/Training Coordinator) – by Sheila, 2nd Mary Ann
 - ED leave is extended to January 11 2023
 - A/ED is willing to continue until the launch week is over
 - Need new A/ED and possibly A/Coordinator of Training
 - Rob will reach out to DCS ASAP to discuss options and sign off 20% acting pay increase for current A/ED
- FFFNS staff working from home
 - Email from the A/ED requesting reconsideration of work from home decision of the Board, which was discussed and voted up at the AGM weekend (May).
 - Work from Home Agreement provided, which was signed in 2021.
 - The Personnel Policy has a clause that permits the closure of the office where there is a storm. The issue was clarified to suggest an ask for opportunities to work from home for other reasons – such as sick child, illness of staff person, school closed.
- AGM 2023 – Mi'kmaq Children and Family Services
 - Denyse has started looking at venues in Truro – last weekend in May
 - Darlene and Cindy will get an invitation for a virtual meeting of the AGM committee to start planning