



## Tłı̨chǫ Community Services Agency

### Board Meeting Minutes

### December 1-3, 2020

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**In Attendance:** Ted Blondin – Chairperson  
Alex Nitsiza – Vice Chairperson and Whatì Representative  
Henry Gon, Gametì Representative  
Janita Etsemba – Behchokò Representative  
Noella Kodzin – Wekweetì Representative

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**Executive and Staff:** Shannon Barnett-Aikman - Chief Executive Officer  
Sara Nash - Director of Health and Social Services  
Linsey Hope - Director of Education  
Rose Jiang - Director of Corporate Services  
Livia Kurinska-Hrdlickova - Quality Assurance & Risk Manager

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**Regrets:** N/A

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#### Call to Order - Day 1

The meeting was called to order at 9:25am. Chairperson Ted Blondin welcomed everyone to the meeting.

#### Opening Prayer

Henry Gon led the TCSA Board in an opening prayer.

#### Occupational Health and Safety

The Conference Services lead from Nunasi Conference Services reviewed the Safety Plan for the board meeting including the emergency evacuation protocols. Shannon Barnett-Aikman reviewed the COVID-19 safety plan for the board meeting. All questions were answered and all attendees confirmed their understanding of the plan.



## Declaration of Conflict of Interest

To perform good governance, TCSA Board meetings begin with a declaration of any real or perceived conflict of interest by board members. Conflict of interest declarations help ensure public confidence in the Board as they make decisions that affect strategic and financial actions of the TCSA. Conflict of interest declarations are recorded in the meeting's minutes.

The respective Northwest Territories Conflict of Interest Act states:

2. (1) *Where a member, either on his or her behalf or while acting for, by, with or through another, has any direct pecuniary interest*

*(a) in a contact or proposed contract with the municipality or board,*

*(b) in a contract or proposed contract that is reasonably likely to be affected by a decision of the council or board, or*

*(c) in a manner in which the council or board is concerned,*

*and is present at a meeting of the council, board, or committee of the council or board at which the contract, proposed contract or other matter is the subject of consideration, the member shall, as soon as practicable after the commencement of the meeting, disclosed his or her interest and the extent and nature of the interest, and*

*(d) Shall not take part in the consideration or discussion of, or vote on any such question with respect to, the contract, proposed contract, or other matter, or attempt in any way whether before, during or after the meeting to influence the voting on any such question.*

2. (2) *Where the interest of a member has not been disclosed as required by subsection (1) by reason of his or her absence from the meeting referred to in subsection (1) or by reason of the interest having been acquired or having come to his or her knowledge after the meeting, the member shall disclosed his or her interest and otherwise comply with subsection (1) at the first meeting of the council, board or committee that he or she subsequently attends.*

***No conflicts of interest were declared relevant to the agenda for this meeting of December 1-3, 2020.***

## Approval of Current Agenda

***Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the agenda for December 1-3, 2020 with the addition of "Succession Planning" immediately following CEO's Report. Moved by: Alex Nitsiza. Seconded by: Henry Gon. Motion Carried Unanimously.***



**Approval of Previous Minutes**

***Be it resolved that the Tłı̨chǫ̀ Community Services Agency Board approves the minutes for the September 8-10, 2020 regular quarterly board meeting. Moved by Alex Nitsiza. Seconded by Janita Etsema. Motion Carried Unanimously.***

**Business Arising from Previous Meetings**

Any new actions that arise during a board meeting are tracked in the Action Log. As actions are completed, they are removed from the log.

Action items since the September 8-10, 2020 Board meeting were reviewed. Items added to the log from this meeting include:

20/09-001	Send a letter of congratulations to new Minister of Health and Social Services identifying that the TCSA looks forward to working with her – submit an open invitation to attend the next Board meeting	Chief Executive Officer
20/09-002	Request an update from Aurora College – Andy Bevan: How can our Tlı̨chǫ̀ students access courses; what is the process; are there accommodations in Yellowknife?	Director of Education
20/09-003	Draft letter from Chairperson inviting Tlı̨chǫ̀ Government and NWT Housing Corporate to attend TCSA Board meeting to review housing crisis and reiterate the negative impacts on recruitment and retention.	Director of Corporate Services
20/09-004	Send NWTTA copy of same / similar housing letter that was sent to other GNWT and TG parties.	Director of Education

**Chairperson’s Report**

Ted Blondin was present to provide a written report dated Dec 1, 2020. Items discussed include a review of the Chairperson's events attended since the September 2020 Board meeting. Key updates include quality improvement efforts; governance of the education system during the global COVID-19 pandemic; and succession planning for senior management.





## Succession Planning

***Be it resolved that the Tłı̨chǫ Community Services Agency Board moves to go in camera at 1:48pm. Moved by Motion to go in camera. Moved by Alex Nitsiza. Seconded by Noella Kodzin. Motion Carried Unanimously.***

***Be it resolved that the Tłı̨chǫ Community Services Agency Board moves to go out of camera at 2:27pm. Moved by Motion to go in camera. Moved by Henry Gon. Seconded by Janita Etsemba. Motion Carried Unanimously.***

## Chief Executive Officer's Report

The Chief Executive Officer was present to deliver a written report dated December 8, 2020.

Specific items discussed include work required and ongoing to support elders / seniors to age in place with dignity; ongoing COVID-19 response; progress in quality improvement within the Child and Family Services system and the new federal Act under Bill C92 – an Act respecting First Nations, Inuit and Metis children, youth and families; existing ground ambulance services in Behchoko and the need for community governments to engage with GNWT Dept of Municipal and Community Affairs for any forward planning for ground ambulance services in the outlying Tlı̨chǫ communities. Additionally, there was an update on the resumption of dental services across the NWT.

## Quality Assurance Committee – Committee of the Whole

The new Quality Assurance & Risk Manager, Livia Kurinska-Hrdlickova, presented a written report dated December 2, 2020. The Board members reviewed the associated attachments including the TCSA Risk Management Framework, TCSA Privacy and HIA Training Plan and TCSA Score Card.

All TCSA Board members attended and completed identified training on privacy and HIA composed of two training modules:

- General Privacy and Confidentiality
- Health Information Act Overview

As required, TCSA Board members completed and submitted their privacy quiz to the QARM, who keeps a record of the privacy training completed within TCSA.

## End of Day 1 – 4:51pm



## Call to Order - Day 2 Start at 9:10am

The second day of the meeting was called to order at 9:10 am.

### Guest Engagement: Territorial Manager of Cancer Care

Jenna Long, Territorial Manager of Cancer Care with the NTHSSA was present to provide an overview of the NWT Cancer Care Strategy and progress of implementation of this work.

Particular items of note included: the organizational structure of the Cancer Care program; current state of cancer screening, diagnosis, and deaths in the NWT; breast cancer screening, colorectal cancer screening, palliative care, and health promotion specific to cancer care. Significant discussion took place around the Cancer Navigation Program and the resources available for patients, including Survivor Care Plans.

Board members flagged the importance of having this information available in the Tlicho language, in plain speak, and with infographic information as well. Also the importance of ensuring medical terms are updated regularly in the Tlicho language.

### Guest Engagement: Julie Green, Minister of Health and Social Services

Minister of Health and Social Services, Julie Green, and Deputy Minister Bruce Cooper attended the Board meeting to discuss items of particular interest to the TCSA Board and to discuss shared priorities moving forward.

Discussions centered on the current strengths and needs of the home care program; intergovernmental and interdepartmental opportunities for collaboration to advance healing, wellness and addictions supports in the Tlicho region; the integrated services nature of the TCSA and opportunities for bilateral, trilateral, and intergovernmental collaboration to address existing capital infrastructure concerns as well as the capital planning project surrounding the Chief Jimmy Bruneau School. Additional topics included other infrastructure needs including information technology and program delivery space; and the negative impacts of housing on recruitment and retention in the region, spanning all program areas.

The TCSA Board members did request that Minister Green carry forward a message to Premier Cochrane reinforcing the need to advocate to the federal government for the NWT to be prioritized for the COVID-19 vaccination allocation due to our isolation. Minister Green committed to sharing that message with the Premier and Cabinet.



## Succession Planning

***Be it resolved that the Tłı̨chǫ Community Services Agency Board moves to go in camera at 2:08 pm. Moved by Henry Gon. Seconded by Janita Etseмба. Motion Carried Unanimously.***

***Be it resolved that the Tłı̨chǫ Community Services Agency Board moves to go out of camera at 2:27pm. Moved by Motion to go in camera. Moved by Alex Nitsiza. Seconded by Janita Etseмба. Motion Carried Unanimously.***

## Health and Social Services Report

The Director of Health and Social Services, Sara Nash, was present to provide a written report dated December 2, 2020.

Items discussed include: recruitment challenges in all program areas; ongoing COVID-19 pandemic planning and response; the regional influenza immunization program; the change in incidence of alcohol-related visits to the Health Centers After Hours since the onset of COVID-19 in Canada. Additional topics include *Relaxing Phase 2: Next Steps* for our long term care clients; plans to implement the Family Preservation Program early in 2021; and the “Stepped Care 2.0” approach to mental wellness and addictions recovery supports.

Significant discussion points include how best to support communication around the incoming COVID-19 vaccine – need to ensure “source of truth” information gets to our community members in ways that are plain speak, accessible, and culturally appropriate. Also, the impact of the limited visitation in LTC facilities and how we can better support our clients in that program area throughout the continuing COVID-19 reality.

## Education Report

The Director of Education, Linsey Hope, was present to provide a written report dated December 2, 2020.

Items discussed include: attendance challenges and potential solutions under the current COVID-19 reality; a review of the most recent Early Development Instrument (EDI) and Middle Years Development Instrument (MDI) results; community-based recreation activities during COVID-19 and how to better support children, youth, and adults to remain active and healthy; graduation plans for the current school year; and lice protocols and supporting families when their child has lice.

## End of Day 2 – 4:56pm



## Call to Order - Day 3 at 9:12am

The third day of the meeting was called to order at 9:12am.

### Finance and Corporate Services Report

Director of Finance and Corporate Services, Rose Jiang, was present to provide a written report dated December 3, 2020. Items discussed include: a detailed review of the 2<sup>nd</sup> quarter variance report, increased restricted funding for staffing positions in Child and Family Services costs; related tracking of expenses connected to CoVID-19 response; and discussion of how best to revise and update the current Board Member Honoraria policy.

### Succession Planning

***Be it resolved that the Tłı̨chǫ Community Services Agency Board moves to go in camera at 1:35pm. Moved by Henry Gon. Seconded by Noella Kodzin. Motion Carried Unanimously.***

***Be it resolved that the Tłı̨chǫ Community Services Agency Board moves to go out of camera at 1:57pm. Moved by Motion to go in camera. Moved by Alex Nitsiza. Seconded by Noella Kodzin. Motion Carried Unanimously.***

***Be it resolved that the Tłı̨chǫ Community Services Agency Board moves to appoint Sara Nash to the role of Chief Executive Officer in a 6-month Transfer Assignment effective January 4, 2021. Moved by Henry Gon. Seconded by Janita Etsemba. Motion Carried Unanimously.***

### Board Meeting Reflections

Significant areas of concern were not noted during the Board member reflections.

**Whatì Representative:** The Whatì Board member brought forward questions clarifying elements of the TCSA Home Boarding policy. Accessibility to the TCSA facilities during winter time – snow removal especially. As well, ensuring the schools are all wheelchair accessible. The member also expressed concern regarding the social concerns that are prevalent in his community and his desire to see greater interagency work together (RCMP, CG, MHW, Education, etc.)



**Chairperson:** Maintenance of school floors – regular waxing / refinishing with vinyl wax; need for additional focus on providing Tlicho language and culture courses available in the communities – seeking an update from the Tlicho Government regarding the comprehensive language project; and the need to celebrate the service of Rosa Mantla before she retires (January 1, 2021).

**Gametì Representative:** The Gametì Board representative expressed desire to see Tlicho Yati reading and writing lessons available for adults in the community, and he expressed concerns around the practice of flying people out to Yellowknife to access counselling rather than bringing a counsellor into the community; the importance of having elders in schools and acknowledgement that the Indigenous Health and Wellness Elders program is meant to support that work; housing difficulties in his communities and the negative impact on recruitment; and the need to ensure confidentiality and privacy training is repeated regularly for all staff and board members as part of ongoing training requirements.

**Wekweeti Representative:** The Wekweeti representative expressed concern that there is ongoing retention issues for teaching staff in her community; an social concerns within the community and lack of available interagency supports (no RCMP, full-time nursing staff counsellors, etc.)

**Behchokò Representative:** The Behchokò Board member expressed concern regarding the increased social issues in the community; the lack of imaging equipment functioning in Behchoko; concerns regarding interpersonal / morale concerns between staff at the long term care facility.

### Schedule of Upcoming Meetings

The 2020-21 schedule of TCSA Board meetings was reviewed and the next regular quarterly meetings date confirmed for November 17-19 inclusive. Confirmation that community visits are suspended pending the current CoVID-19 pandemic reality. Community visits will be re-scheduled to prioritize those communities the Board has not yet visited due to COVID.

2021 is also an election year for Tlicho Government and Community Governments.

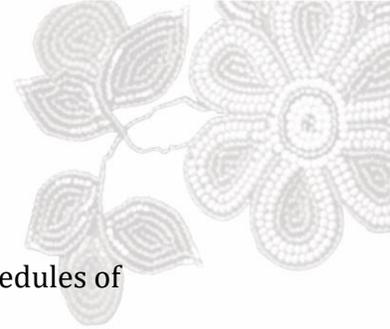
Confirmed meeting dates for the remainder of the 2020-21 fiscal year and into 2021-22 include:

- February 2-4, 2021
- June 1-3, 2021
- July 2021 – Tlicho Annual Gathering



September 7-9, 2021

Meetings dates beyond that point should be decided reflecting the schedules of whoever the new Board members are.



**Board Meeting Evaluation Forms**

Board members were asked to complete the meeting evaluation forms and return to Livia either in hard copy before the end of the meeting, or to send afterward (via email, or fax).

**Closing Prayer** – Noella Kodzin

Noella Kodzin led the TCSA Board in a closing prayer.

**Meeting Adjourned at 4:08pm.**

***Be it resolved that the Tłı̨chǫ Community Services Agency Board closes the December 1-3, 2020 meeting on December 3, 2020 at 4:08pm. Moved by: Alex Nitsiza. Seconded by: Henry Gon. Motion Carried Unanimously.***

Chairperson Signature

February 2, 2021

Date

Chief Executive Officer Signature

February 2, 2021

Date

