

Tłchq Community Services Agency

Board Meeting Minutes

June 22, 2023-June 29, 2023

In Attendance: Ted Blondin – Chairperson
Alex Nitsiza – Acting/Chairperson and Whatì Representative
Irene Mantla, Gametì Representative
Rosa Mantla – Behchokò Representative
Marie Adele Football – Wekweetì Representative

Executive and Staff: Kevin Armstrong- Chief Executive Officer
Linsey Hope - Director of Education
Rose Jiang - Director of Corporate Services
Sara Nash- Executive Director, Operations & Program Integration

Regrets:

Call to Order - Day 1

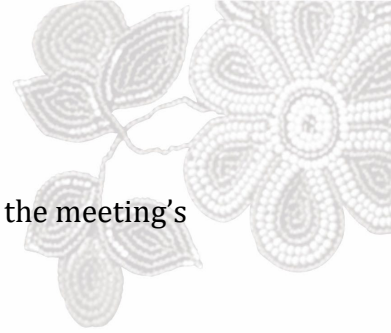
The meeting was called to order at 9:00am. Chairperson welcomed everyone to the meeting. Opening prayer provided by Rosa Mantla.

Occupational Health and Safety

The Chief Executive Officer reviewed the Safety Plan for the board meeting including the emergency evacuation protocols. 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 June 22, 2023 – June 29, 2023.

Approval of Current Agenda

Be it resolved that the Tłıchų Community Services Agency Board amends and approves the agenda for June 22, 2023 – June 29, 2023. Motioned by: Alex Nitsiza. Seconded by: Irene Mantla. Motion Carried Unanimously.

Approval of Previous Minutes

Be it resolved that the Tłıchų Community Services Agency Board approves the minutes for the regular board meeting held on March 7, 2023-March 9, 2023. Motioned by: Alex Nitsiza. Seconded by: Marie Adele Football. 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 March 7, 2023, Board Meeting were reviewed.

The following new action items were added to the log since this meeting:

23/03-001-Provide regular updates on progress of Intergovernmental Service Agreement

23/03-002-Establish partnership with the Tlicho Government to develop a Community-Based Mental Health & Addictions strategy and action plan

23/03-003-Coordinate a meeting between the TCSA Board and TG Chief Executive Council

23/03-004-Develop TCSA Presentation to the Tlicho Government- Annual Gathering

23/03-005-Review School Transportation options for each Tlicho Community

23/03-006-Establish a team-based approach for Chronic Disease Management

23/03-007-Enhance Home Care Services to include Foot Care Program

23/03-008-Enhance public health Programming with a focus on Communicable Disease

23/03-009-Establish partnerships with community stakeholders and local government to coordinate community awareness campaigns

23/03-010-Enhance Mental Health & Wellness Programming with a focus on preventive programming and awareness

23/03-011-Advance breast, colon, and cervical screening initiatives in the region

23/03-012-Expand the Family Preservation Program to enhance family functioning, stabilization, and reunification

23/03-013-The Tlicho Community Services Agency will complete an analysis of the current organizational structure to ensure operational efficiency and sustainability

23/03-014-Expand cultural safety, patient safety, and occupational health safety in all program areas

23/03-015-Increase Indigenous representation, and to support Indigenous leadership opportunities in the organization

23/03-016-Improve recruitment and retention efforts for health care professionals including physicians, nurses, and social workers

23/03-017-Develop a Policy Management Strategy



23/06-018-Increase client feedback and engagement opportunities, support TCSA staff to ensure that identified risks arising from complaints are managed appropriately, issues are addressed satisfactory, and effective action is taken to improve services to Tlicho residents

23/06-001-The TCSA will benchmark its performance against other similar organizations and/or national standards as recommended by Accreditation Canada

23/06-002-The TCSA will develop a process for improving individual board member's effectiveness when non-performance is an issue.

23/06-003-The TCSA governing body will identify what performance measures to monitor that provide a good understanding of the Agency's performance.

23/06-004-Identify a communication workshop and/or training as part of Board professional development

Chairperson's Report

The Chief Executive Officer provided a written report on behalf of the Chairperson dated June 2023. Items discussed include a review of the Chairperson's events attended since the March 2023 Board meeting including Education Leaders with Minister of Education, TCSA Board meetings, and NTHSSA Leadership Council meetings. Key updates include quality improvement efforts for Health & Social Services such as Accreditation Canada and governance of the Education System.

Chief Executive Officer's Report

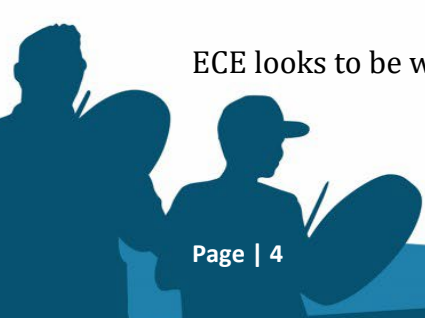
The Chief Executive Officer was present to deliver a written report dated June 2023. Specific items discussed included the following:

Education Act Modernization

TCSA and Tlicho Government are working together on one consultative process for the region.

- ***The GNWT and Tlicho Government commit to a collaborative drafting process for the Education Act modernization, similar to the Intergovernmental Council legislative development protocol process.***
- ***The GNWT and Tlicho Government commit to have further discussion on legislative drafting at the Modern Treaty and Self-Government Partners forum.***

ECE looks to be working on a phased approach for changing the Education Act.





working to finalize its Legislative proposal and has committed to direct consultation with Education bodies on the proposed amendments

CJBS Rebuild

The Tłıchǵo Government and the GNWT made the following commitment:

“The GNWT and Tłıchǵo Government commit to work together to explore funding options and lobby the federal government to secure funds, for a new build of the Chief Jimmy Bureau School in Behchokò”.

The Tłıchǵo Government and the Tłıchǵo Community Service Senior Staff met with the Assistant Deputy Minister, Corporate Services, and team to discuss the Chief Jimmy Bureau School Rebuild.

The TG/TCSA and GNWT working group agreed to the Terms of Reference and discussed next steps and moving forward in looking for funds. At this point, the Tłıchǵo Government needs to provide a vision for the new school so that steps can be made to look for funds to build the school.

Tlıcho Government has notified the GNWT of its intention of moving forward with a super school. They have requested financial information so a working group can be established to look at possible funding sources

Tlıcho Government has engaged the community with survey regarding the new school. The survey was reviewed with the board.

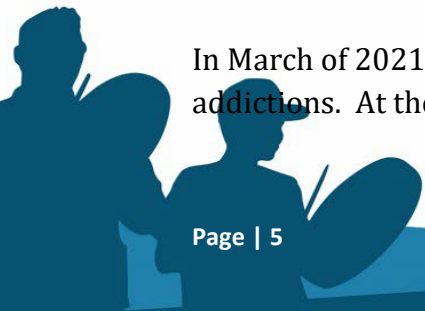
The board identified the need to maintain the current school and to ensure the new school meets the needs of the community.

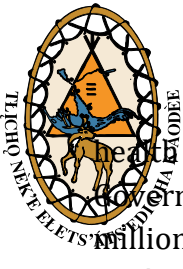
On May 26, 2023, the working group met to discuss next steps. Nearing completion of EMES & CJBS current and future state documents. The goal is to give infrastructure all the information required to move this project to the next phase before the end of this school year.

Mental Health & Addictions Update

The TCSA Board had a meeting with CEC on February 2, 2021. A motion was passed to work together on Mental Health and addictions.

In March of 2021 the Tlıcho Assembly held a workshop to discuss mental health and addictions. At the end of the workshop, it decided to develop a community based mental





health & addictions strategy. Twelve action items were identified as first steps. Tlicho Government Assembly Members proposed a funding commitment of 15 million dollars or 3 million a year for the next 5 years. The Tlicho Assembly later affirmed its decision on April 22nd, 2021 when it passed “Tlicho Loan Reimbursement Law.”

Since April, two Tlicho Government staff and one TCSA staff have been working on the twelve action items. Limited progress has been made due to Covid restrictions & Tlicho Government elections. An additional TCSA employee has been assigned to work on the initiative as of November 29, 2021.

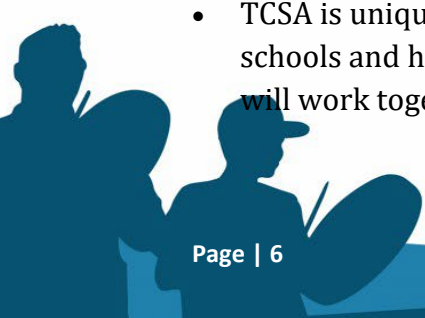
The TCSA is assisting the Tlicho Government with organizing the Poundmakers Treatment program in Behchoko and Whati. The Behchoko program has received almost 30 applications.

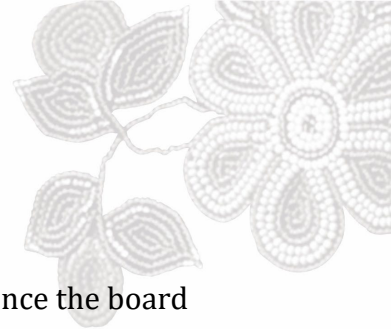
The long-term goal is to have a fully integrated program with Tlicho Government. We are nearing the end of the strategic planning process and will now have to determine how to operationalize the strategy.

Tlicho Government is now taking steps to establish a new structure that will merge the staff teams of the Healing Path and Department of Community Programs (DCP), and work towards strengthening the connection with Tlicho Community Services Agency (TCSA). This new structure recognizes the many interconnections between the Healing Path, DCP and TCSA

CYCC & Peer Support Program Update

- CYCC will operate under the existing model during the 2022-2023 school years, with changes for improved job descriptions and modified reporting relationships implemented.
- A third-party consultant will undertake a detailed program evaluation and the results will inform recommendations for a new model.
- ECE and HSS will work collaboratively with education bodies and health authorities over the current fiscal year toward an alternative model.
- Program Re-design 60% of funds will flow to Education and 40% will flow to Health Authorities. The Edu system will be responsible for school-based counselling HSS is responsible for therapeutic and system navigation.
- TCSA is unique as it is an integrated model, our intention is to still provide services in schools and have CYC's, School Councillors, Peer Support Workers and Elders in school will work together to support Youth wellness in the region.





Annual Report Tlı̨chǫ̀ Gathering Overview & Planning

TCSA Presentation at the Annual Gathering has been scheduled for July 12. Once the board reviews and approves the annual reports for GNWT and our financial statements, we will then create a combined report for the Annual Gathering.

Finance and Corporate Services Report

Director of Finance and Corporate Services, Rose Jiang, was present to provide a written report dated June 2023. Items discussed include a review of TCSA's Finance and Corporate Services quality improvement initiatives including corporate visa management, IT Infrastructure project, cellular and landline phone upgrades, upgrades to school intercom system, and upgrades to security alarm systems, school bus replacement, and employee housing.

End of Day 1 - 4:00pm

Call to Order - Day 2 Start at 9:00am

The second day of the meeting was called to order at 9:00 am.

TCSA Audited Financial Statements 2022-23

The Finance Division has completed the Annual Audit for the 2022-2023 fiscal year (covering April 2022-March 2023). A copy of the report has been submitted to the Department of the Health & Social Services. A copy of the report was provided for the Board's review.

The Annual Deficit over Total HSS Revenue is about **4.5%**. The Annual Deficit over Total EDU Revenue is about **3.1%**

Be it resolved that the Tłı̨chǫ̀ Community Services Agency Board approves the 2022-23 Audited Financial Statements as presented. Moved by: Alex Nitsiza. Seconded by: Irene Mantla. Motion Carried Unanimously.

End of Day 2 - 12:00pm





Call to Order - Day 3 Start at 9:00am

Health and Social Services Report

The Health and Social Services report dated June 2023 was delivered.

Items discussed include recruitment challenges in all program areas and potential solutions, especially with healthcare provider positions such as community health nurses, nurse practitioners, EMRs as well as CSSWs; recruitment and retention initiatives including Family and Friend Travel Program, Labor Market Supplement, Expansion of Skill Mix, and Licensing Fees; a detail review of HSS core programs including, NWT Syphilis Outbreak, Dental Services, Accreditation, and Physician Services. A review of the new Workplace Violence Prevention program was shared with the Board.

Quality Assurance Committee – Committee of the Whole

Sara Nash presented a written report dated June 2023. The Board members reviewed the associated attachments including the TCSA RL6 Patient Safety Incidents and proposed recommendations. A review of the TCSA Quality Improvement and Patient Safety Framework, along with the TCSA Risk Management Framework was shared with the Board.

2022-23 HSS Annual Report

A detailed review of the TCSA 2022-23 Health & Social Services Annual Report was shared with the Board. The report highlighted HSS key accomplishments including, expansion of the Family Preservation Program, Home & Community Care extended hours, Colorectal Cancer Screening Program, Accreditation, Peer Support Program, Mental Health & Wellness Strategy, Recruitment & Retention initiatives, and Aurora College Student Placement Pilot.

Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the 2022-23 Health & Social Services Annual Report and Financial Statement as presented. Moved by: Alex Nitsiza. Seconded by: Irene Mantla. Motion Carried Unanimously.

End of Day 3 – 4:00pm

Call to Order - Day 4 Start at 9:00am

Education Report

The Director of Education, Linsey Hope, provided a written report dated June 2023.

Items discussed include staffing recruitment and retention planning, a recruitment trip to a university to build teacher practicum placements in addition to typical recruiting, staff



ing and orientation, certificate and diploma programs, and student support specialists. Additional items such as the BC Curriculum Roll Out, Indigenized Teacher and Learning, including annual camps and excursions, school and community partnerships, school and community events, and ILE teams were reviewed. An overview of Rehabilitation Services- Speech Language and Occupational Therapy, Career Focus Education, Student Mental Health & Wellbeing, Building Capacity Initiative, along with a review of Student Achievement Data was provided.

The 2023-24 Accountability Framework Operating Plan was presented to the Board for approval, including the 2023-24 Operating Budget.

Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the 2023-24 Accountability Framework Operating Plan and Budget as presented. Moved by: Irene Mantla. Seconded by: Alex Nitsiza. Motion Carried Unanimously.

The Director of Education presented the following policies for Board review and approval:

21-10-V1 Student Behavioral Policy

Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the Student Behavioural Policy as presented. Moved by: Alex Nitsiza. Seconded by: Irene Mantla. Motion Carried Unanimously.

13-06-V2 RCMP Information Sharing and Investigations in Schools Policy

Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the RCMP Information Sharing and Investigation in Schools Policy as presented. Moved by: Irene Mantla. Seconded by: Marie Adele Football. Motion Carried Unanimously.

16-05-V2 Emergency School Evacuation

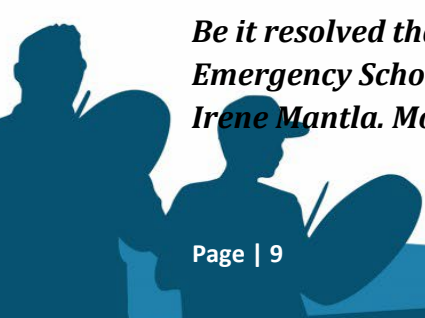
Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the Emergency School Evacuation Policy as presented. Moved by: Alex Nitsiza. Seconded by: Irene Mantla. Motion Carried Unanimously.

16-06-V2 Emergency School Lockdown

Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the Emergency School Lockdown Policy as presented. Moved by: Marie Adele Football. Seconded by: Irene Mantla. Motion Carried Unanimously.

16-07-V2 Emergency School Closure

Be it resolved that the Tłı̨chǫ Community Services Agency Board approves the Emergency School Closure Policy as presented. Moved by: Alex Nitsiza. Seconded by: Irene Mantla. Motion Carried Unanimously.





V1 Culture Assets

Board recommended to clarify with RCMP the local bylaws for age minimums.



Guest Presentation-Ethical Decision-Making Framework

Gary Lepine, Clinical Ethicist provide the Board with the training on ethical decision making and reviewed the TCSA Ethical Decision-Making Framework.

End of Day 4 - 4:00pm

Call to Order - Day 5 Start at 9:00am

Accreditation Review

A review of the Accreditation Governance Standard was conducted with the Board members, along with a review of the results from the Governance Functioning Tool.

Board Meeting Evaluation

The Board completed the TCSA Annual Board, Member, and Chairperson Evaluations.

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

Schedule of Upcoming Meetings

The 2023-24 schedules of TCSA Board meetings were reviewed and the next regular quarterly meeting date is tentatively scheduled for October 10-12, 2023.

Closing Prayer

Be it resolved that the Tłı̨chǫ̀ Community Services Agency Board closes the June 22, 2023-June 29, 2023 at 4:00pm.

Chairperson Signature

March 8, 2023

Date

Chief Executive Officer Signature

March 8, 2023

Date

