

**KINNA-AWEYA LEGAL CLINIC
BOARD OF DIRECTOR'S MEETING
Saturday, January 29, 2022
Via Zoom**

Present: Alta Fenton, Robyn Medicine, Candace Davies, Jamie McGinnis, Audrey Achneepineskum, Sally Colquhoun, and Beth Ponka

Elder: Nathaniel Moses

Absent: Michael Deschamps and Mary Day

1. Welcome

Alta welcomed everyone to the meeting. Nathaniel Moses did a smudge and sang a song accompanied by his rattle. He spoke about the natural elements in the forest and utilizing the sacred tools that are there for the people. *We ask the Creator to look after us as we try to do good work for the community. As we sit together, we strengthen each other.*

2. Declarations of Conflict of Interest

None declared.

3. Review/Acceptance of Agenda

Add 7.3 Review of the TRC Toolkit (CBA)

Motion#1 To accept the agenda as amended.

MOVED BY: Candace Davies

SECONDED BY: Jamie McGinnis

CARRIED.

4. Review/Acceptance of Minutes of Previous Meeting

4.1 November 27, 2021

Motion#2 To accept the minutes of the Board of Director's meeting for November 27, 2021, as presented.

MOVED BY: Audrey Achneepineskum

SECONDED BY: Candace Davies

CARRIED.

5. Reports

5.1 Coordinator of Legal Services Report

Sally's report was provided to the Board in advance of the meeting. There were no questions. Sally highlighted that Molly had her baby – Lee Charles Angus Hansen. Mom and baby are doing well.

Motion#3 To accept the Coordinator of Legal Services report.
MOVED BY: Jamie McGinnis
SECONDED BY: Candace Davies
CARRIED.

5.2 Statistical Report

The report was sent recently to the Board. Numbers are still down from what they were pre-pandemic, and 2021 is even lower than 2020 – in part because we were fully open in January and February 2020. Everyone is feeling impacted by the pandemic. We are still answering phones and providing intake.

There are a lot of acronyms and Sally briefly reviewed some of the acronyms for the tribunals.

Members of the Board had discussed the impact of the clinic not being able to provide ID services. We were able to do ID clinics this past year at NorWest Community Health Centre, Roots to Harvest, and Wequedong Lodge. However we don't have a staff person to provide this service on a regular basis. We have MOUs with various community agencies and the ID Action Group advocacy committee is working to address some of the barriers that people face in accessing ID.

A question was asked about the 24% of people that haven't identified their racial origin. We ask everybody but people can choose to not identify. Racial data is gathered to document and illustrate the racialization of poverty.

5.3 Director of Administration Report

Beth's report was provided to the Board in advance of the meeting. A question was asked about the Eviction Prevention Project surplus that we are requesting to roll-over to the next fiscal year; this pertains to the surplus in the EPP fund (Funded by the Thunder Bay Indigenous Friendship Centre), not our own (LAO) surplus.

The Personnel Policy needs to be updated to reflect that we now have a pension plan rather than a group RRSP.

Motion#4 To accept the Director of Administration report.
MOVED BY: Jamie McGinnis
SECONDED BY: Robyn Medicine
CARRIED.

5.4 Financial Reports

The draft financial reports were reviewed by the Board Executive at their meeting on January 25, 2022. The reports have been updated slightly, with an adjustment of less than \$100. We currently have an operating surplus of over \$82,000 plus a contingency fund of \$48,000 that was set aside in the Clinic's Approved Annual Budget.

The Executive approved kitchen renovations at a cost of \$34,601; office furniture has been ordered and Ann McGuire has been hired on contract as an Indigenous Justice Coordinator until March 31, 2022.

Additional projected expenses include water bottles and mini-smudge kits for board, staff, and AGM delegates.

Beth will send an email to Board members to check-in about their equipment needs. Headsets and printers could help support Board members in their roles. If anyone has any ideas about additional things that we could purchase, please let Beth know.

Beth requested approval of the purchase of new laptops to support staff working remotely. A quotation from Staples was provided to purchase 10 laptops at a cost of \$11,259.68

Motion#5 To approve the purchase of 10 new laptops for the office, at a cost of \$11,259.68
MOVED BY: Jamie McGinnis
SECONDED BY: Robyn Medicine
CARRIED.

Beth is working on a spreadsheet for the clinic's pay equity liability and will share it with the Executive as soon as possible.

Lakehead Social Planning Council has issued a Call for Proposals under the non-Indigenous Reaching Homes funding stream. We would like to submit an application for funding for an additional two years for the Eviction Prevention Project.

Motion#6 To submit an application for funding to the LSPC to continue the work of the Eviction Prevention Project for an additional two years (through to March 31, 2024).
MOVED BY: Robyn Medicine
SECONDED BY: Audrey Achneepineskum
CARRIED.

Motion#7 To approve the December 31, 2021 financial report.
MOVED BY: Jamie McGinnis
SECONDED BY: Audrey Achneepineskum
CARRIED.

5.5 Staff Reports

Reports were received by Claire Littleton, Allister McGillivray, Esma Haider, and Lauren Aho. The Board very much appreciates receiving these reports and would like their appreciation communicated to the staff.

5.6 Executive Committee Report

The Executive met on January 25, 2022. A kitchen renovation was approved by the Executive for the Thunder Bay office (see above 5.4). Other relevant items discussed at the meeting have been added as specific items on the Board meeting agenda.

5.5 Community Updates

Nipigon NOSP is working virtually again and providing some in-person counselling services. They are following all COVID protocols.

Geraldton Audrey has a new position – Pandemic Coordinator for Greenstone, through Matawa First Nations Management. She is working with First Nations to help families and individuals through the challenges of COVID. They are providing tests for people and helping them access food and other supports.

Thunder Bay Robyn shared that funding has ended for the Digital Divide program, however the Chromebooks and devices are part of the library’s collection now and people can sign them out for up to 28 days. Unfortunately they have had some technical issues with the devices.

Armstrong No update

Marathon No update

6. Business Arising

6.1 Board & Staff Annual Strategic Planning Session

The sub-committee met and have developed an agenda. We will be doing a teambuilding exercise (Myers-Briggs personality test to be completed by everyone in advance of the session). We will be reviewing our existing strategic plan, doing a SWOT analysis, and there will be a presentation about current issues and projects.

We are planning the session to be in-person at the Delta Waterfront Hotel. QR Codes will be required to get into the hotel and we will follow COVID guidelines. We have 3-ply medical masks for everyone, plus KN95 and N95 masks. They will be given to everyone at the session if they haven’t received them yet.

6.2 Board Work Plan

The Board’s Work Plan for 2022-23 will be developed after the strategic planning session.

The Management Team Evaluations are underway. Feedback forms were distributed to board and staff. Please submit your form asap if you haven’t already done so. The evaluations are scheduled to be completed by the end of February.

The Board Work Committee will be discussed under item “7.2 Board Policies”.

6.3 Clinic Modernization

No news to report but we will keep this on the agenda because we expect there will be developments this year.

7. New Business

7.1 2022-23 Service Proposal

Beth and Sally presented the draft Service Proposal for 2022-23.

Motion#8 To approve the Service Proposal for 2022-23 and submit it to Legal Aid Ontario.

MOVED BY: Jamie McGinnis

SECONDED BY: Audrey Achneepineskum

CARRIED.

7.2 Board Policies

Alta presented the recommended changes to Section 1 – Guiding Directions of the Board Policy Manual.

The following policies were reviewed:

Updated	1.1	By-Law
New	1.2	Seven Grandfather Teachings
Updated	1.3	Vision, Mission and Values Statement
New	1.4	Anti-Oppression Statement
Former	1.3	Accountability and Authority – move to Governance
Former	1.4	Strategic Planning – move to Governance

Motion#9 To approve the changes to Section 1 - Guiding Directions of the Board Policy Manual, as recommended by the Board Work Committee.

MOVED BY: Robyn Medicine

SECONDED BY: Candace Davies

CARRIED.

The committee will continue to meet monthly to review and update policies and will discuss a proper name for the committee.

7.3 Summary of Truth & Reconciliation Toolkit

Jamie McGinnis presented a summary of the Canadian Bar Association's Truth & Reconciliation Toolkit and how Kinna-aweya can adopt some of the recommendations. Jamie's summary is attached to the minutes.

8. Correspondence

Beth reviewed the correspondence – list attached. Alta Fenton will be receiving a 10 year Ontario Volunteer Service Award in a presentation via Zoom, on Tuesday, February 8, 2022, at 3 p.m. Beth will forward the invitation, everyone is welcome to register and participate. Miigwich Alta for your 10+ years of service to Kinna-aweya Legal Clinic's Board of Directors.

9. Next Meeting

The next opportunity to get together will be Saturday, March 12, 2022, at the Annual Board & Staff Strategic Planning Session, 9:30 a.m. to 3:00 p.m. at the Delta Waterfront Hotel.

The next Board of Director's meeting will be Saturday, April 30, 2022 at 9:30 a.m.

Nathaniel made closing remarks to end the meeting. Meeting adjourned at 2:12 p.m.

Kinna-aweya Legal Clinic
Item #8 - Correspondence
for the January 29, 2022 Board Meeting

DATE	FROM	SUBJECT
January 28, 2022	Ontario Volunteer Service Awards	Invitation 2021 Virtual Ontario Volunteer Service Award Recognition Presentation
January 25, 2022	General – Clinic Law Services	Update – Clinic Insurance Survey
January 19, 2022	General – Clinic Law Services	Clinic Insurance Survey
January 17, 2022	ACLCO	ACLCO Membership
January 6, 2022	Ivana Petricone, ACLCO	Ontario Not-for-profit Corporations Act (ONCA) – Clinic Training Sessions
January 5, 2022	Association of Community Legal Clinics of Ontario	Community Legal Clinic – Board Member Resources – New Resources Available
January 3, 2022	Beth Ponka to Board of Directors	Update – New COVID restrictions
December 2, 2021	General – Clinic Law Services	2022-23 Clinic Annual Service Proposal