



**KINNA-AWEYA LEGAL CLINIC  
Board of Directors' Meeting  
Friday, January 24, 2020  
Valhalla Inn, Thunder Bay  
Minutes**

Present: Alta Fenton, Cindy Whittington, Jamie McGinnis, Mary Day,  
Manon White, Andrea O’Nabigon, Sally Colquhoun, Beth Ponka

Guests: Nathaniel Moses, Elder/Knowledge Keeper  
Ian Beardy, HR Consultant

Regrets: Michael Deschamps

### **1. Opening and Welcome**

Alta Fenton welcomed everyone. Beth introduced Nathaniel Moses, who did a smudge and opening. Alta acknowledged the passing of Michael Deschamps’ daughter, Juliana Deschamps. A moment of silence was held in her honour. We aren’t aware yet of the funeral arrangements for Juliana. We will attend if possible and the Marathon office will be closed for the staff to attend.

Beth introduced Ian Beardy, the HR consultant who has been retained by the Board to update the management team evaluation procedures. Ian has updated the job descriptions; copies were distributed to everyone. Feedback can be submitted by Friday, January 31, 2020 to Ian, Sally, and Beth. Ian’s email is [ianrbeardy@gmail.com](mailto:ianrbeardy@gmail.com).

### **2. Declarations of Conflicts of Interest**

None declared.

### **3. Review/Acceptance of Agenda**

#### **MOTION #1**

**TO** approve the agenda, as presented.

**Moved BY:** Cindy Whittington

**SECONDED BY:** Andrea O’Nabigon

**CARRIED.**

## **4. Review/Acceptance of Minutes of Previous Meeting**

### **4.1** December 7, 2019

#### **MOTION #2**

**TO** approve the Board meeting minutes of December 7, 2019, as presented.

**MOVED BY:** Cindy Whittington

**SECONDED BY:** Jamie McGinnis

**CARRIED.**

## **5. Reports**

### **5.1** Statistical Report for the period ended December 31, 2019

We opened 827 files and 2215 summary advice matters in 2019, which are both increases from 2018. The quality of our statistical reports is improving but continues to be a challenge.

### **5.2** Coordinator of Legal Services Report

Sally Colquhoun gave highlights of her report, which is attached to the minutes.

### **5.3** Financial Report for the period ended December 31, 2019

We are projecting a significant surplus in our Legal Aid Ontario funding. The executive will meet to discuss the surplus and make recommendations.

There is a discrepancy on the balance sheet - \$9.80 in legal disbursements – Beth will follow-up with the bookkeeper.

The architecture of the financial reports in the new Sage 50 program is improving but continues to be a challenge.

#### **MOTION #3**

**TO** approve the financial report for the period ended December 31, 2019.

**MOVED BY:** Cindy Whittington

**SECONDED BY:** Manon White

**CARRIED.**

### **5.4** Director of Administration Report

Beth Ponka gave highlights of her report, which is attached to the minutes.

## **MOTION #5**

**TO** approve the Director of Administration report and the Coordinator of Legal Services reports, as presented.

**MOVED BY:** Andrea O’Nabigon

**SECONDED BY:** Mary Day

**CARRIED.**

### **5.5 Staff Reports**

No reports in the cycle of reporting this month.

### **5.6 Executive Meeting Report**

There was a meeting held on January 21, 2020.

There will be a Board training session at the upcoming Board meeting on Saturday, April 25, 11 am – 2 pm.

## **6. Business Arising**

### **6.1 2020/21 Application for Funding**

Sally will email the application to the Board.

A motion will be necessary after Board members have had a chance to review the application. It is due on January 31, 2020.

### **6.2 Northern Region Transformation Project Update**

Employment Law - The Algoma legal clinic has hired a person on contract for the employment law project while Riley is on maternity leave.

Elder and Senior Law Committee – Madelaine will be in Thunder Bay at the beginning of March for the 55+ Wellness Expo.

Speakers’ School Project – finished now and Angie is working in our office.

Indigenous Legal Needs Assessment – the consultant will be in Thunder Bay March 9 to meet with staff, Board, and the community. Andrea will plan to attend. Jamie will be out of town but can phone in. Beth will find out if the consultants will be travelling to our branch offices.

### **6.3 Management Team Evaluations**

Discussed at the beginning of the meeting.

## **6.4 Board Work Plan 2019-20**

Alta has completed a summary that will be shared at the strategic planning session tomorrow.

## **7. New Business**

### **7.1 ACLCO AGM**

Scheduled for April 17, 2020 in Toronto. Andrea O’Nabigon and Manon White are interested in attending.

### **7.2 2020/21 Preliminary Budget**

A copy of a preliminary budget for 2020/21 was distributed.

Alta Fenton spoke to the need for an Indigenous Cultural Coordinator. The cultural piece helps engage the staff and promotes positive energy.

## **8. Correspondence**

Judicial Appointments Advisory Committee – dated January 20, 2020  
Re: Judicial Vacancies

ACLCO Analysis – Clinic Consultation – January 7, 2020  
Re: Bill 161, An Act to enact the Legal Aid Services Act 2019

Email from Beth Ponka – December 30, 2019  
Re: Update on Directives

Globe and Mail article – December 21, 2019  
Re: Thunder Bay turns 50 in 2020, six writers contemplate the future of the deeply flawed but hopeful place they call home

ACLCO memo – dated December 16, 2019  
Re: Bill 161 – Next Steps

ACLCO memo – dated December 9, 2019  
Re: Introduction of new *Legal Aid Services Act* and Legal Aid’s Budget for 2020/21

## **9. Next Meeting**

*Executive Board*      March 24 or 31, 2020 at 5 p.m. – to be confirmed.  
April 24 – staff evaluation meetings with Board – 1 -4 p.m.  
April 25 – board meeting and training session

