

KENORA DISTRICT SERVICES BOARD

Minutes of the Finance Committee Meeting held
Monday, September 22 and Tuesday, September 23, 2008
at the Kenora District Services Board Office in Dryden
Commencing at 9:00 a.m.

PRESENT: Anne Krassilowsky, Chair
Penny Lucas
Garry Parkes
Kim Thain
Bill Thompson

STAFF: Sten Lif, Chief Administrative Officer
Toni Thurbide, Director of Finance
Peter Marshall, Director of Emergency Medical Services
Jessica Dykes, Manager of Quality Assurance, Training and Staff Development
Dianne Apland, Director of Ontario Works/Child Care
Adrian De Porto, Director of Housing Services

REGRETS: Brian Larson

GUESTS: Ray Leray, Ontario Works/Child Care Committee
Joyce Timpson, Ontario Works/Child Care Committee
Jack McKenzie, Social Housing Committee

1. CALL TO ORDER

The meeting of the Finance Committee was called to order by the Chair at 9:10 a.m.

2. APPROVAL OF AGENDA

MOTION NO.: FC2008-12

Moved by Garry Parkes
Seconded by Kim Thain

RESOLVED THAT the Finance Committee approve the agenda for the regular committee meeting to be held on Monday, September 22 and Tuesday, September 23, 2008 at the Kenora District Services Board Administration office in Dryden commencing at 9:00 a.m.

CALLED; CARRIED

ACTION: None

3. DISCLOSURE OF INTEREST AND THE GENERAL NATURE THEREOF

None Declared

4. DELEGATIONS / DEPUTATIONS

None at this time

5. MINUTES OF PREVIOUS MEETING(S)

5.1 Minutes of Finance Committee Meeting held July 29, 2008

MOTION NO.: FC2008-13

Moved by Penny Lucas
Seconded by Bill Thompson

RESOLVED THAT the Finance Committee approve the minutes of July 29, 2008 standing committee meeting.

CALLED; CARRIED

ACTION: File

6. CORRESPONDENCE

None at this time.

7. PROGRAM DIRECTOR'S REPORT

None at this time.

8. GENERAL BUSINESS

8.1 Presentation of Land Ambulance Budget

Peter Marshall, Director of Emergency Medical Services presented the 2009 budget for the land ambulance program. Peter reviewed the call trends for Northwest EMS as well as operational costs increases. Jessica Dykes, Manager of Quality Assurance, Training and Staff Development provided demonstrations on the current implementation of the electronic ACR and the request for a SIMMAN Training Mannequin.

The 2009 budget includes an allocation of \$50,000 to support first response teams in the district, allowing them to undertake basic first response training and also purchase the necessary basic equipment to provide adequate first response care until such time as the paramedic crew arrives. First response teams are used in some municipalities and the unincorporated areas throughout the district not directly serviced by an ambulance base. The criteria for access to these funds would be established by the land ambulance committee.

Summary of 2009 Land Ambulance Budget:

	2009 Budget	2008 Budget
Total expenditures	\$9,179,799	\$8,667,301
Total revenue	4,305,348	4,026,504
Net local cost	4,874,451	4,640,797

Net local costs increase by \$233,654 over the 2008 budget; 5.03%.

8.2 Presentation of Child Care and Best Start Budgets

Dianne Apland, Director of Ontario Works and Child Care presented the 2009 budgets for child care and best start child care programs. Dianne reviewed the various programs funded by the KDSB as well as the funding streams which contribute to the 2009 budget.

Summary of 2009 Child Care Budget:

	2009 Budget	2008 Budget
Total expenditures	\$3,748,548	\$3,431,162
Total revenue	3,002,382	2,663,882
Net local cost	746,166	767,280

Net local costs decrease by \$21,114 over the 2008 budget; -2.75%.

Summary of 2009 Best Start Budget:

	2009 Budget	2008 Budget
Total expenditures	\$2,519,725	\$1,399,924
Total revenue	2,519,725	1,399,924
Net local cost	0	0

There is no net local cost component to the Best Start program.

8.3 Presentation of Ontario Works Budget

Dianne Apland, Director of Ontario Works and Child Care presented the 2009 budget for the Ontario Works program. Dianne reviewed the uncontrollable costs related to client benefits. Transfers to clients for both monthly allowances and employment supports increased a total of \$35,000 (net local cost of \$34,800) while the NCBS reinvestment strategy increased \$93,000 (100% net local cost).

Dianne reviewed the administration portion of the Ontario Works budget and outlined the changes to line items given the transfer of the program delivery in-house. While costs increased slightly in the operational end, the net local cost remains static.

Summary of 2009 Ontario Works Budget:

	2009 Budget	2008 Budget
Total expenditures	\$6,533,292	\$6,380,483
Total revenue	4,954,993	4,928,829
Net local cost	1,578,299	1,451,654

Net local costs increase by \$126,645 over the 2008 budget; 8.72%.

8.4 Presentation of Housing Services Budget

Adrian De Porto, Director of Housing Services presented the 2009 budget for the housing services program. Adrian reviewed the three areas of housing services: non-profit housing, rent supplement and public housing. The 2009 budget sees increased costs in all three areas. Funding for non-profit housing and rent supplement remain static, therefore the net local cost of providing these programs has increased. Estimates for tenant rent are up in the 2009 budget providing a slight decrease in net local costs.

Adrian indicated one budget pressure not included is the replacement of appliances. He recommended funding the replacement over three years, being funded from the capital reserve.

Summary of 2009 Social Housing Budget:

	2009 Budget	2008 Budget
Total expenditures	\$10,234,550	\$10,068,510
Total revenue	5,356,522	5,268,566
Net local cost	4,878,028	4,799,944

Net local costs increase by \$78,084 over the 2008 budget; 1.63%.

8.5 Presentation of ODSP Budget

Toni Thurbide, Director of Finance presented the 2009 budget for the Ontario Disability Support Program. Toni outlined the increasing caseload impact on the budget versus the uploading of the cost of ODSP administration in 2009.

Summary of 2009 ODSP Budget:

	2009 Budget	2008 Budget
Total expenditures	\$8,984,880	\$9,226,002
Total revenue	7,182,648	7,219,321
Net local cost	1,802,232	2,006,681

Net local costs decrease by \$204,449 over the 2008 budget; -10.19%.

8.6 Presentation of Rent/Energy Budget

Toni Thurbide, Director of Finance presented the 2009 budgets for the rent and energy programs. The funds are provided by small grants from the Ministry of Municipal Affairs and Ministry of Community and Social Services. There is no net local cost associated with the delivery of these programs.

8.7 Presentation of the Homeless Budget

Toni Thurbide, Director of Finance presented the 2009 budget for the homeless program. The funds are provided by a small grant from the Ministry of Community and Social Services. There is no net local cost associated with the delivery of this program.

8.8 Presentation of Administration and Board Budgets

Toni Thurbide, Director of Finance presented the 2009 budget for the administration and board. The administration budget sees increased costs as a result of the implementation of the salaried wage grid; the rental of workspace for the local system support position; and the inclusion of human resource services under a contract. The administration budget increased by \$89,169 over 2008 budget.

The board budget includes \$25,000 for board lobbying and \$35,000 for a strategic planning session. Both initiatives are slated to be funded by the working fund reserve. Toni outlined the assumptions being used to develop the meeting and conference costs included in the budget. The board budget decreased by \$47,513 over 2008 budget.

WRAP UP - BUDGET Process

Summary of Increase/(Decrease) in Net Local Cost over 2008 Budget

	\$	%
Ontario Disability Support Program	-204,449	-1.52
Child Care Program	-21,114	-0.16
Ontario Works Program	126,645	0.94
Social Housing Program	78,084	0.58
Land Ambulance Program	233,654	1.73
Board One-Time Projects	-25,000	-0.19
Working Fund Reserve	5,000	0.04
TOTAL	192,820	1.43

The Finance Committee discussed the presentations. It was agreed that the presentations provided timely information in a format which clearly identified the budget pressures and program directions.

The Finance Committee requested that the draft budget being presented at their Finance Committee meeting on October 14th include the following amendment:

The total amount of replacement of the appliances in public housing be included in the 2009 budget and be funded by a contribution from the reserve fund, rather than spreading the cost of a three year period as suggested in the budget presentation.

The Finance Committee will review the final draft of the 2009 budget at their meeting on October 14th. The budget will be presented at a Committee of the Whole meeting on October 28th. The final budget will be brought to the Board Meeting on November 20th for approval.

9. RESOLUTIONS/RECOMMENDATIONS

None at this time.

10. NEXT MEETING

The next regular meeting of the Finance Committee is scheduled for Tuesday, October 14 at 10:00 a.m.

11. ADJOURNAMENT

The meeting adjourned on Tuesday, September 23, 2008 at 11:10 a.m.

Confirmed this 20th day of October, A.D. 2008,

By Resolution No.: FC2008-15

Anne Krassilowsky, Chair