

AIDS Committee of Ottawa

Board of Directors Meeting Minutes: Wednesday, July 28, 2021

Present: Khaled Salam, Jason Brophy, Edward Barbezat, Dare Abdullahi, Brigitte Charbonneau, Sahazia Ouédraogo, Bello Mansour, Agness Nalwamba, Peter Szanto (for the Nominations Committee), Andrea Prajerová, Saina Beitari

Regrets (r) / Absent (a): Jeff Potts (r), Ali Sougou (r), Zara Fadoul (r), Solange Kasongo (a)

Guest: San Patten (Consultant for Strategic Plan Update)

1. Welcome and Call to Order

Jason called this meeting to order at 6:07 PM; **Quorum was met.**

2. Approval of agenda

MOVED by Andrea and SECONDED by Bello that the agenda be approved. **Motion CARRIED.**

3. Strategic Plan Update – Focus Group discussion between consultant (San Patten) and Board

- San interviewed the Board for the purpose of the Strategic Plan update. This portion of the meeting was recorded for her purposes and will be summarized/presented as part of the Strategic Plan report at the Annual General Meeting in September 2021.

4. Approval of minutes

- Minutes from the June meeting were not available for review as Secretary Jeff had not gotten them completed yet and was unable to attend this meeting. Minutes will be circulated and approved at the next meeting.

5. Committee Reports:

- Executive Committee

Jason reported that the Executive Committee's last meeting was primarily focused on the ACO's strategic planning update progress. San Patten had started her consultations and the survey was finalized and sent out to members. Expecting San's draft report by mid-August.

- Finance Committee

Zara (Treasurer) is on leave from the Board for a few months, and Ray (Accountant) is on vacation, so Khaled provided the financial report. No significant concerns, spending and revenue on track. Khaled also presented the 2021-2022 Budget to the Board and requested approval. Motion to approve was MOVED by Edward and SECONDED by Andrea. **Motion carried.**

- Nominations Committee

Peter reported on behalf of the Nominations Committee that a new candidate (Jasmine Mwanga) for the Board Reserve Pool had been interviewed and vetted. Her resumé was shared and her application was discussed. The Nominations committee recommended her approval. Motion to approve was MOVED by Jason and SECONDED by Brigitte. **Motion carried.**

- Policy Committee

Jeff was absent from this meeting and so there was no Policy Committee report. No items of importance had been flagged for discussion except the approval of the Food Policy (discussed under "Other Business").

- Executive Director's Report

Khaled provided the following updates:

- HR Update: two ACO staff had resigned (Rosie – Women's Outreach Coordinator; and Charlie – MSM Ethno-Cultural Resource Coordinator). ACO hired two new staff to fill these positions (Mar Mohamed and Chris Tooriram, respectively). ACO also hired a new part-time staff for the Sexual Health Clinic position (Mustafa Abdelramane Omar)

- Food policy: Khaled had made some additional changes to the ACO Policy for Food Distribution during Service Delivery, as well as the associated budget for 2022-2023, as per MOH AIDS Bureau request. These changes were reviewed with the Board and questions answered. Motion to approved **MOVED** by Brigitte and **SECONDED** by Agness. **Motion carried.**
- Strategic Plan: San Patten has made progress on the Strategic Plan update. Survey was shared with community members, stakeholders, and funders. So far 65-70 people had filled out the survey. Board members were encouraged to fill out the survey as well in the event they had additional comments/feedback on top of the consultation held during this Board meeting.
- Funding: ACO was approved for a \$25K grant from ViiV – will be used to tackle barriers for ACB women living with HIV. PHAC application LOI was approved for a community alliance project; full proposal will be submitted in September. Still waiting to hear back on City of Ottawa funding application (results due out imminently).
- Second dose COVID vaccine clinic: This was a successful collaboration between ACO, Ottawa Public Health, and Bruyère Clinic. Over 250 people showed up to be vaccinated, including Ottawa Chief Medical Officer of Health (Dr. Vera Etches). Approximately 200 people completed a survey on why they came to this clinic – results pending.
- Pride 2021: Planning is underway for ACO's Pride events. Two main events (performance event with fashion show, drag performers) planned on Saturday and Sunday, 28 + 29 August 2021. Spotlight for ACO's Pride activities this year is on Queer BIPOC folks.

6. Other business:

- Jason had wanted to discuss AIDS2022 conference which will be held in Montreal in July 2022. This was a long meeting and people needed to go, so we deferred this discussion to a future meeting.

7. Next meeting(s) (to be convened by Zoom):

- **Executive Committee**
Aug 11, 2021, at 4:30 PM
- **ACO Board of Directors:**
August 25, 2021, at 6:00 PM

Brigitte MOVED to adjourn at 8:21 PM.