



# INDO-CARIBBEAN CANADIAN ASSOCIATION

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## Management Board

Special Meeting – Q1, 2026

Monday, January 19, 2026

8:00 p.m. ET

Virtual via Google Meet

**Attendees:** Germain Kasee, Adelaide Kissoon, Alim Lila, Shivani Persad, Shivana Ramkisoan, Ralisa Saywack, Hanso Sheopaul, Ryan Singh

Regrets: N/A

### 1. Call to Order - R. Singh

- Called to order at 8:04 p.m. by R. Singh

### 2. Adoption of Agenda - R. Singh

- **Motion:** Adoption of Meeting Agenda
  - Moved by G. Kasee, Seconded by A. Kissoon
  - Carried unanimously

### 3. Declaration of Conflicts - R. Singh

- No declarations

### 4. Board Vacancy – R. Singh

- **Motion:** To go in camera
  - Moved by: R. Singh, Seconded by S. Persad
  - Carried unanimously
- **Motion:** To go out of camera
  - Moved by: R. Singh, Seconded by H. Sheopaul
  - Carried unanimously
- **Motion:** Invite Shameeza Yusaf to sit on the Management Board and serve as the Secretary of the organization, for the term ending in March 2026
  - Moved by: H. Sheopaul, Seconded by G. Kasee
  - Carried unanimously

### 5. Vulnerable Sector Check Deadline - R. Singh

- R. Singh did an audit of all volunteers VSC last week, identified several incomplete files, those individuals were contacted on January 14
- Discussion was had as to whether suspension should be considered for someone just missing the VSC vs SDF or both



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- Possible pause of all volunteers who haven't filed a VSC will be sent an email on January 19
- Pausing included being removed from Google drives, WhatsApp chat; access to be reinstated once proof is shown of applying for VSC
- If paused individuals haven't submitted in 3 months, they will be removed from the organization
- **Motion:** Volunteers whose service commenced prior to January 1, 2026, and who have not submitted completed Vulnerable Sector Check documentation shall be placed on a temporary pause from all organizational activities as a volunteer, effective immediately. Reinstatement to active volunteer status will occur upon submission of satisfactory evidence that a Vulnerable Sector Check has been formally requested through the volunteer's municipal police service
  - Moved by: S. Persad, Seconded by S. Ramkissoon
  - Carried unanimously

## 6. Annual General Meeting Update – R. Singh

- Moved to March 21 from March 7 due to Ramadan

## 7. New Volunteer Applicant Interviews

- Management Board members are asked support HR team with interviews of new applicants to volunteer
- H. Sheopaul schedule time after initial interview for Star Gyal/Star Bhai applicants

## 8. Adjournment

- Meeting Adjourned at 8:53 p.m.