



Report on Business Arising from Public Meeting Minutes
BIFAC Action Item List

Report No. and Meeting Date	Description	Status	Target Date	Assigned To
1. BIFAC:2019-100 November 20, 2019	HoMES Project Update Management to provide report outlining impact of new IT software on TCHC's business, on staff and tenants, and anticipated efficiencies to be created.	In progress	November 3, 2022	Vice President, Information Technology Services
2. BIFAC:2022-76 June 17, 2022	Change Order: Additional Consultant Fees – Tenant Service Hubs (VAC 22150/RFP19439) Management to bring forward to the BIFAC an updated budget related to the Tenant Service Hubs.	In Progress	November 3, 2022 (A report on Tenant Service Hubs will be presented at the September 20, 2022 Tenant Services Committee meeting which will contain budget information. A copy of the report will be included in the November 3, 2022 BIFAC package.)	Vice President, Facilities Management

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3. BIFAC:202 2-77 June 17, 2022	Change Order: Addition to Contract as per Various Unforeseeable Site Conditions to the Envelope Repairs and Tenant Service Hub Design at 10 Humberline Drive (VAC22130/ RFP19066) Management to report back on the criteria/rationale of awarding work of a new scope via a change order as opposed to a new RFP and as opposed to a Direct Award.	In Progress	November 3, 2022	Senior Director, Strategic Procurement
4. BIFAC:202 2-110 July 27, 2022	Change Order: Employee Benefit Carrier Services (VAC22344/ RFP 17296) Management to report back on the benefits received by TCHC employees in monetary terms in the current contract with Medavie Inc.	In Progress	November 3, 2022	Vice President, Human Resources
5. BIFAC:202 2-107 July 27, 2022	Reconciliation of Preventive Maintenance and Demand Repair Programs – Q1, 2022 Management to follow up with the BIFAC Chair on the summary of financial information required for the Quarterly Reconciliation Reports.	Complete	September 8, 2022 (BIFAC:2022-127)	Vice President, Facilities Management