



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	Q1, 2022	Vice President, Information Technology Services
2. BIFAC:2019-102 November 20 2019	Seniors Housing Unit Management to provide a presentation, in conjunction with City staff, at a future BIFAC meeting as to the manner in which the implementation of the Seniors Housing Corporation ("SHC") will impact TCHC's staffing model and the services that are provided to impacted senior tenants.	In progress	To be reported after City completes review of services and staffing requirements for transfer of SHC to the City	Director, Strategic Planning & Stakeholder Relations

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3. TCHC:2021-51D October 7, 2021 Board Meeting	Strategic Priorities – Progress Report Management to provide more details to BIFAC on what business processes are under review, what changes are being made, and how progress is being measured.	In progress The information will be provided as part of the Committee's In-Camera session.	Q1, 2022	Chief Operating Officer
4. BIFAC:2021-112 November 3, 2021	Contract Award: Demand Services Replacement Of Residential Furnaces And Domestic Hot Water Heaters (DHW) On Demand At All TCHC Townhouses (RFP 21094) Management to provide updates on the quarterly reconciliation process and elaborate how processes have been/will be improved to monitor service level and the value for money.	Complete	March 8, 2022 (BIFAC:2022-39)	VP, Facilities Management and Chief Financial Officer & Treasurer
5. BIFAC:2022-19 January 27, 2022	VAC21505 Contract Award: Site Building Repairs And Retrofit At 3943 To 3945 Lawrence Avenue East (RFP 21129-PP) Management to report back to the BIFAC on the manner in which TCHC vendors are	In progress	Q2, 2022	Senior Director,

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	evaluated, using the Contract Vendor Scoring Process, as reported in reports supporting vendor awards.			Strategic Procurement