



Membership Application and Annual Renewal Declaration of Commitment and Collaboration

Dear Valued Member,

As part of our ongoing commitment to our members we provide the following document to all members at the time of membership renewal.

Declaration of the Commitment and Collaboration between:

OASIS

and

Name: _____

on behalf of the Member Agency

Agency Name: _____

Ontario Agencies Supporting Individuals with Special Needs (OASIS) is a volunteer-based organization representing 190 agencies providing support and services to people with developmental disabilities. OASIS, through its agencies and their management, staff, and volunteers, is dedicated to helping improve the life of those individuals living with developmental disabilities in Ontario and their families.

VISION

Strong, viable, accountable agencies who have the resources and professional competencies to provide quality supports and services to people with special needs.

MISSION

OASIS provides leadership through sharing ideas, information and knowledge, and interacts with government and other organizations on issues affecting its members.

CORE VALUES

Diversity and Equality

- OASIS acknowledges all members as equals, respects the autonomy and philosophical positions of members and understands that agreement may not be possible on all issues.

- OASIS offers an environment that encourages participation of its diverse membership in all matters of interest or concern.

Integrity and Transparency

- OASIS conducts itself with transparency, openness and cohesion in all aspects of its work
- OASIS interacts with government in a non-partisan manner.
- OASIS is a volunteer driven organization.

Leadership and Excellence

- OASIS engages in strategic planning and ongoing review to ensure that we meet the needs of our members.
- OASIS partners with other groups when appropriate in pursuit of its vision.
- OASIS provides information to members and government regarding best practices, emerging issues and current trends through research and other activities.
- OASIS promotes the collective interests of people with special needs and their families by helping to improve and extend responsive and cost-effective supports and activities to its members.

Board Commitments

To aid the OASIS Board of Directors in carrying out their mandate while ensuring engagement with their membership we have adopted the following best practices;

1. The OASIS Board of Directors is comprised of volunteers and Executive Directors from across the Province. Considerable effort has been made to ensure that the expertise and community representation is diversified through their representation of regions, agency size, union/non-unionized affiliation etc.
2. The OASIS Board Meeting is held in a central geographic location (currently Hamilton) in order to make accessibility to the board easier for all members. Members are encouraged to attend OASIS Board meetings and bring their community specific challenges, celebrations and accomplishments to the attention of the Board.
3. After consultation with Members, the OASIS Board of Directors creates a Strategic Plan that helps guide and document the work efforts.
4. Annual General Meetings are held in communities across the province that include formal and informal networking opportunities to strengthen our Membership and business model.

Provision of the following Member Benefits:

1. **Voting Privileges** - OASIS is governed by a Board of Directors. All OASIS members in good standing have one equal vote to make decisions at annual general meetings about the election of a Board of Directors, various work activities and charter related matters.
2. **OASIS News Digest** – The Digest e-mail is distributed electronically to members and includes a message from the President, Board meeting highlights, information on the work OASIS does on

behalf of its members, and other topics of interest. The Digest is also posted on the OASIS website.

3. **OASIS Board Highlights** - The Newsletter covers some of the key highlights and presentations made at its meetings. Including a range of items including: government legislation, timely service issues, emerging best practices, disability resources and many other subjects from time to time. The content will be distributed by e-mail to agencies and simultaneously posted on the OASIS website.
4. **Optional Shared Cost Training and Information Seminars, Meetings & Conferences** - From time to time OASIS will organize meetings for the benefit of member agencies on topics deemed relevant, timely and important. These optional opportunities will be available to member agencies on a shared cost basis.
5. **OASIS Website** - The website located at <http://www.oasonline.ca/> serves as a central repository of information pertaining to virtually everything which OASIS represents and plans to do. It is updated frequently and serves as a vital information distribution core to all member agencies and interested individuals.
6. **E-mail Distribution Lists** – An email distribution list is in place.
7. **Representation With Government** - OASIS is an influential voice with the provincial government.
8. **Labour Relations Committee** - This standing committee will assist member agencies in the area of education and information.
9. **Business Resource Committee** - The OASIS Business Resource Committee consists of ; it is responsible to provide best business practices; review and give input into emerging issues; provide education and information to member agencies.
10. **Public Services Health & Safety Association (PSHSA) Affiliate Program** - OASIS has partnered with PSHSA to better support you in increasing awareness and understanding rights, roles and responsibilities when it comes to occupational health and safety.

Member Commitments:

As a member of OASIS your commitment will be:

1. Be a part of the solution by ensuring provision of feedback and attendance at Board Meetings.
2. Confidentiality as indicated by signing of the statement of confidentiality provided below.

**CONFIDENTIALITY AGREEMENT –
ONTARIO AGENCIES SUPPORTING INDIVIDUALS WITH SPECIAL NEEDS**

In consideration of being granted access to **the OASIS website]** and other good and valuable consideration, the undersigned agrees as follows:

You may have access to proprietary and confidential information including but not limited to information available on the secure labour relations section of the OASIS website as well as a username and password to access the site. All unpublished information, reports, documents, plans, usernames, passwords and other materials and whether they are in written, electronic, oral or other form, shall be considered "Confidential Information".

You will not disclose or use (or make or retain in your possession or control copies of) any Confidential Information, except in the course of carrying out authorized activities on behalf of OASIS or except as expressly authorized by OASIS in writing. You may only provide Confidential Information to officers and directors of the undersigned that need to know the information for purposes of their duties. You agree that the Executive Director of the undersigned shall be responsible for controlling the access to the OASIS website by employees of your organization. You may use or disclose Confidential Information that:

- (a) is or becomes public, other than through a breach of this Confidentiality Agreement;
- (b) was already known to you prior to receiving it from OASIS and with respect to which you do not have any obligation of confidentiality; or
- (c) is required to be disclosed by law, whether under an order of a court or government tribunal or other legal process, provided that you inform OASIS of such requirement as soon as you become aware of the requirement and in sufficient time to allow OASIS to take such steps as are lawfully available to OASIS to avoid or limit such disclosure by you.

Upon request by OASIS at any time you will forthwith deliver to OASIS (or destroy, as directed by OASIS), all originals and all copies of the Confidential Information in your possession or control. Upon request by OASIS, you will certify that all such Confidential Information has been returned or destroyed, as applicable.

This Confidentiality Agreement is governed by the laws in force in the Province of Ontario, and in all respects is to be treated as an Ontario contract that is binding on you and your legal representatives.

This Confidentiality Agreement may be executed by the parties in separate counterparts each of which, when executed, shall be considered to be an original and all of which shall constitute the same agreement. Executed counterparts may be delivered by facsimile or other electronic delivery.

I have read and understood this Confidentiality Agreement and I accept and agree to be bound by its terms.

**ONTARIO AGENCIES SUPPORTING INDIVIDUALS
WITH SPECIAL NEEDS**

[NAME of AGENCY]

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: Executive Director