



Canadian Mental Health Association
Oxford County
Mental health for all

BOARD OF DIRECTORS MEETING MINUTES

Date: February 26th 2013 **Time:** 5:10 p.m.
Location: Ingersoll Nurse Practitioners Led Clinic **Page:** 1 of 2
Chair: Rosilee Peto, Chair **Recorder:** Josie Melanson

<p>Board Members Present Leadership Present Regrets Absent</p>	<p>Dave Reburn, Mary Anne Silverthorn, Steve Martlew, Rosilee Peto, Shirley Hanlon, Bruce Genge, Jodi Helps, Jason Ficht Mike McMahon Bob Fehir, Carrie Heron, Pat Baigent, Lynn Wardell Mark Durseith, Gail Puddicombe Louise Wdowczyk</p>
<p>AGENDA ITEM</p>	
<p>1.0 Welcome and call to Order The meeting was called to order at 5:10 p.m.</p>	<p>ACTION REQUIRED</p>
<p>2.0 Strategic Update – Mike McMahon gave a brief outline of the Strategic Plan for CMHA. Discussion was held regarding the development of a board performance evaluation tool, the bylaws and the skills matrix.</p>	<p>Rosilee Peto to meet with Jodi Helps for board performance evaluation tool and Mary Anne Silverthorn and Bruce Genge with bylaws and skills matrix</p>
<p>3.0 Consent Agenda MOVED: STEVE MARBLEW SECONDED: BRUCE GENGE BIRT: CMHA-O BOARD OF DIRECTORS APPROVE THE CONSENT AGENDA CARRIED: UNANIMOUS</p>	
<p>3.1 Education/Volunteer Services – report presented for review</p>	
<p>3.2 IT Program Activity Report – report presented for review A) Choral Society 9.2</p>	
<p>4.0 Additions to the Agenda: A) Choral Society 9.2</p>	
<p>5.0 Approval of Previous Minutes: MOVED: JODI HELPS SECONDED: MARY ANNE SILVERTHORN BIRT: CMHA-O BOARD OF DIRECTORS APPROVE THE MINUTES OF JANUARY 22, 2013 AS PRESENTED CARRIED: UNANIMOUS</p>	
<p>6.0 Business Arising from the Minutes – Revised Terms of Reference</p>	<p>Deferred until next meeting</p>
<p>7.0 Committee Reports: as presented</p>	

7.1	<i>Finance Committee</i> – Carrie Herron gave a brief explanation of the statements that were in the board package. Currently showing deficit. CMHA-Oxford is expecting some funds to be returned.	
7.2	<i>Executive Committee</i> – Rosilee Peto indicated that the Executive Committee met briefly and no report at this time.	
7.3	APPROVAL OF COMMITTEE REPORTS MOVED: JODI HELPS SECONDED: DAVE REBURN BIRT: CMHA-O BOARD OF DIRECTORS APPROVE COMMITTEE REPORT AS PRESENTED CARRIED: UNANIMOUS	
8.0	EXECUTIVE DIRECTOR'S REPORT – Mike McMahon gave a brief outline on what active projects CMHA Oxford is currently working on and what at our initiatives are with Oxford County Partnership and Integration. Discussion and question and answer session followed.	Mike McMahon to contact Mike Barrett (Southwest LHIN Integration) for an status updated of changes and timelines
9.0	New Business – Mike McMahon met with Self Help resulting in one action. Currently Laura Earl is sharing the Executive Director's position as Jack Edwards moves towards retirement. Rosilee Peto indicated that there are a number of issues that need to be addressed and to review the process or outcome. Concerns were raised for Board Training of new members along with recruitment and retention. Mike McMahon indicated that any new Board Members could bring their experiences to the Board and to know what to expect. Request was made to have a case manager come to Board meeting to share their stories of CRISIS / Recovery. MOVED: DAVE REBURN SECONDED: SHIRLEY HANLON BIRT: CMHA-O BOARD OF DIRECTORS APPROVES THE NEW BUSINESS AS PRESENTED CARRIED: UNANIMOUS	Mike McMahon to work with Terri McCartney and Gail Puddicombe or Louise Wdowczyk for a timeline and have a presentation for the April Board Meeting.
9.1	Quality Improvement Committee Chair – Jason Ficht shared his experience when attending the RCA Training in Toronto on Root Cause Analysis.	
9.2	Ingersoll Choral Society – Shirley Hanlon indicated that the Ingersoll Choral Society has chosen CMHA-Oxford as their recipient of this year's fund raising event. Concert to be held on Friday May 10/2013	Shirley Hanlon to work on advertising and volunteer strategy
9.2	Date of Next Meeting: Next Board of Directors meeting will be March 26th, 2013 at CMHA-Oxford Tillsonburg office 5:15 pm in Tillsonburg.	
10.0	IN-CAMERA SESSION – Nothing at this time	
10.1	RISE FROM IN-CAMERA SESSION – Nothing at this time.	
11	MOVED: BRUCE GENGE BIRT: CMHA-O BOARD OF DIRECTORS ADJOURN THE MEETING CARRIED: UNANIMOUS	

Time of Adjournment: 6:30 pm

Chair: _____ Executive Director: _____ Date: _____
 Rosilee Peto _____ Mike McMahon _____