



**BOARD OF DIRECTORS MEETING MINUTES**

**Date:** Dec 20<sup>th</sup>, 2016      **Time:** 5:22 p.m.  
**Location:** CMHA Group Room      **Page:** 1 of 3  
**Chair:** Brian Crockett      **Recorder:** Josie Melanson

<p><b>Board Members Present</b></p> <p><b>Leadership Present</b></p> <p><b>Regrets</b></p> <p><b>Absent</b></p> <p><b>Guest</b></p>	<p>Jeff Patterson, Bonnie Hughes, Jacqueline Walsh, Michelle Priester, Andrew Szasz, Brian Crockett, Jerrod Boyse, Louise Wdowczyk, Jennifer Ormsby</p> <p>Mike McMahon, Lynn Wardell, Pat Baigent</p> <p>Marcin Egert, Paul Hess, Fiona Wilson</p> <p>Kathlene Campbell-Conlon - Community Engagement &amp; Volunteer Development Coordinator for CMHA Oxford</p>
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AGENDA ITEM	ACTION REQUIRED
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	<p><b>CMHA Mission Statement</b> – We pursue hope, recovery and resilience for all.  <b>CMHA Vision Statement</b> - *Individuals are valued as a whole person *Dignity, respect and empowerment guide our relationships *Safe, Quality, multi-faceted mental health services are accessible and inclusive to a diverse community *Mental health services are close to home *There are no wait lists for services *Psychiatric services are timely, effective and meaningful *There are no transportation barriers to receive services *Mental health awareness and public education, erase stigma, breakdown barriers and promote health *Access to safe and affordable housing is readily available.</p>	
1.0	<p><b>Welcome and call to Order –</b>            CMHA Oxford Board Chair, Brian Crockett called the meeting to order. 5:22pm            Brian thanked all Board Members for providing the wonderful Christmas Potluck.</p>	
2.0	<p><b>Declaration of Conflict –</b>            Jeff Patterson declared a conflict of interest and will be excused for the In Camera session.</p>	
3.0	<p><b>Consent Agenda</b></p>	
3.1	<p><b>Executive Monitoring &amp; Interpretation –</b>            1. Employment Compensation and Benefits – Mike McMahon presented the Policy that was approved on November 26<sup>th</sup>, 2013            Interpreted by Consensus.</p>	
3.2	<p><b>Executive Directors Summary –</b> 1.Mike McMahon gave an update on the proposal for a Drug Treatment Court in Oxford County.</p>	
3.3	<p><b>Motion</b> to approve Consent Agenda of Dec 20<sup>th</sup>, 2016.  <b>MOVED:</b> Michelle Priester  <b>SECONDED:</b> Jennifer Ormsby  <b>BIRT:</b> CMHA-Oxford Board of Directors approves the Consent Agenda of Dec 20th, 2016.  <b>CARRIED:</b> All</p>	
4.0	<p><b>Dec 20<sup>th</sup>, 2016 Agenda</b></p>	
4.1	<p><b>Additions / Changes –</b> CMHA Board will hold an In-Camera Session            9.0 Policy Committee will only be discussing only CMHA Oxford Governing Style Policy. The Responsibilities of Directors will be deferred until the next meeting.</p>	deferred
5.0	<p><b>Approval of the Minutes for Nov 22 2016.</b></p>	

5.1	<p><b>Motion</b> to approve the minutes of Nov 22, 2016.  <b>MOVED:</b> Jacqueline Walsh  <b>SECONDED:</b> Michelle Priester  <b>BIRT:</b> CMHA-Oxford Board of Directors approves the minutes of Nov 22, 2016.  <b>CARRIED:</b> All</p>	
6.0	<p><b>Correspondence –</b>  Indwell Dinner – emailed Oct 31<sup>st</sup>, 2016  Special Board Meeting – emailed Nov 3<sup>rd</sup>, 2016  OSHN November Newsletter – emailed Nov 4<sup>th</sup>, 2016  Reminder – Special Board Meeting – emailed Nov 7<sup>th</sup>, 2016  Salvation Army Christmas Kettles – emailed Nov 10<sup>th</sup>, 2016  Memorial Tree of Lights Event – emailed Nov 10<sup>th</sup>, 2016  Draft Minutes Oct 25<sup>th</sup>, 2016 – emailed Nov 14<sup>th</sup>, 2016  Reminder for Annual Board Retreat – emailed Nov 14<sup>th</sup>, 2016  Requested by Brian Crockett – CMHA MH4A Conference Presentations – emailed Nov 14<sup>th</sup>, 2016</p> <p>It was noted that when email is sent to the Board of Directors – confirmation is required.</p>	
7.0	<p><b>Board Education –</b>  Kathlene Campbell-Conlon - Community Engagement &amp; Volunteer Development Coordinator for CMHA Oxford made a presentation regarding one of our fund raising events, "Ride Don't Hide".</p>	
8.0	<p><b>Financial Committee –</b> Jerrod Boyse indicated that the Finance Committee met on Oct 31<sup>st</sup> 2016 to discuss and fine tune a request for funding from the LHIN. Mike McMahon gave an update on the offer at Wilson House. The buyer has been given a financing extension until Feb 17<sup>th</sup>, 2017.</p>	
9.0	<p><b>Policy &amp; Governance Committee –</b> The policy committee met via teleconference on December 6<sup>th</sup>, 2016. The committee discussed the CMHA Governing Style. The committee has interpreted the policy and presented it to Board for discussion and approval. The committee's next meeting is scheduled for <b>January 9<sup>th</sup>, 2017</b> at 4:30pm. The second policy presented that speaks to the duties and responsibilities of the Board will be deferred until the next meeting.  <b>Motion</b> for CMHA Oxford County to approve the Policy – CMHA Governing Style as presented by the Policy &amp; Governance Committee.  <b>MOVED:</b> Jerrod Boyse  <b>SECONDED:</b> Louise Wdowczyk  <b>BIRT:</b> CMHA Oxford County approves the Policy – CMHA Governing Style as presented by the Policy &amp; Governance Committee.  <b>CARRIED:</b> All</p>	
10.0	<p><b>Quality Improvement &amp; Client Safety –</b> No Report at this time</p>	
11.0	<p><b>Business Arising</b></p>	
11.1	<p><b>OSHN/CMHA Integration Activity Summary –</b> Mike McMahon presented an outline on what the SW LHIN looking at in regards to the integration process. More information will follow in the In-Camera session.</p>	
12.0	<p><b>New Business</b></p>	
12.1	<p><b>Nominating Committee –</b> Mike McMahon requested that the Nominating Committee consider looking for new members and a Chair. The Board is currently one member short of full complement and 3 members are potentially finishing their terms and not returning at this year-end. Advertising for Board positions should begin early in the new year. Anyone wishing to be on this Committee is asked contact Brian Crockett or Mike McMahon.</p>	

13.0	<p><b>In Camera Session –</b>  <b>MOTION:</b> Motion for CMHA Oxford Board of Directors goes In-Camera for Human Resources update.  <b>MOVED:</b> Andrew Szasz  <b>SECONDED:</b> Jacqueline Walsh  <b>BIRT:</b> CMHA-Oxford Board of Directors accepts the motion to go In-Camera for Human Resources update.  <b>CARRIED:</b> All</p>	
14.0	<p><b>Rise from In Camera Session –</b>  <b>MOTION:</b> Motion for CMHA Oxford Board of Directors rise from In-Camera.  <b>MOVED:</b> Michelle Priester  <b>SECONDED:</b> Jeff Patterson  <b>BIRT:</b> CMHA-Oxford Board of Directors to rise from In-Camera.  <b>CARRIED:</b> All</p>	
15.0	<p><b>Date of Next Meeting –</b> Jan 24<sup>th</sup>, 2017 CMHA Group Room</p>	
16.0	<p><b>Adjournment at 7:00 pm</b>  <b>Motion:</b> Motion for CMHA Oxford Board of Directors to adjourn the Dec 20<sup>th</sup>, 2016 meeting.  <b>MOVED:</b> Jerrod Boyse  <b>SECONDED:</b> Brian Crocket  <b>BIRT:</b> CMHA-Oxford Board of Directors accepts the motion to adjourn the Dec 20<sup>th</sup>, 2016 meeting.  <b>CARRIED:</b> All</p>	

Chair - Brian Crockett

Executive Director – Mike McMahon

Date: