



**BOARD OF DIRECTORS MEETING MINUTES**

**Date:** Jan 23, 2018      **Time:** 5:15 p.m.  
**Location:** CMHA Board Room      **Page:** 1 of 2  
**Chair:** Jennifer Ormsby      **Recorder:** Josie Melanson

<b>Board Members Present</b>	Jacqueline Walsh, Jennifer Ormsby, Paul Hess, Marcin Egert, Jerrod Boyse,
<b>Leadership Present</b>	Mike McMahon, Pat Baigent, Lynn Wardell, Brenda Dobranski
<b>Regrets</b>	Brian Crocket, Jessica Smith
<b>Guests:</b>	

AGENDA ITEM	ACTION REQUIRED
<p><b>CMHA Mission Statement</b> – We pursue hope, recovery and resilience for all.</p> <p><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 <b>Welcome and call to Order</b> – Chair, Jennifer Ormsby called the meeting to order at 5:15 pm.	
2.0 <b>Declaration of Conflict</b> – None so declared	
3.0 <b>Consent Agenda</b>	
3.1 <b>Executive Monitoring &amp; Interpretation</b> – Mike McMahon <ul style="list-style-type: none"> <li>• Treatment of Staff</li> <li>• General Constraints on Executive Director</li> </ul>	
3.2 <b>Executive Directors Summary</b> – Discussions: <ul style="list-style-type: none"> <li>- Wait List are trending up and Tillsonburg Walk In is heavy</li> <li>- LHIN visit with Josh on Q2 Submission went well, good relationship builder</li> <li>- This coming year will be renewal for our overall funding agreements</li> </ul>	
3.3 <b>Motion</b> to approve Consent Agenda Jan 23 2018. <b>MOVED:</b> Jerrod Boyse <b>SECONDED:</b> Jacqueline Walsh <b>BIRT:</b> CMHA-Oxford Board of Directors approves the Consent Agenda of Jan 23 2018. <b>CARRIED:</b> All	
4.0 <b>Agenda</b>	
4.1 <b>Jan 23 2018 Agenda</b> – <b>Motion</b> to approve Agenda of Jan 23 2018. <b>MOVED:</b> Jerrod Boyse <b>SECONDED:</b> Jacqueline Walsh <b>BIRT:</b> CMHA-Oxford Board of Directors approves the Agenda of Jan 23 2018. <b>CARRIED:</b> All	

4.2	<p><b>Additions / Changes –</b> 13.1 Health System and Local Governance</p> <p><b>Motion</b> to approve the additions to the Agenda of Jan 23 2018.  <b>MOVED:</b> Jacqueline Walsh  <b>SECONDED:</b> Marcin Egert  <b>BIRT:</b> CMHA-Oxford Board of Directors approves the additions to the Agenda of Jan 23 2018.  <b>CARRIED:</b> All</p>	
5.0	<p><b>Approval of the Minutes</b></p>	
5.1	<p><b>Motion</b> to approve the minutes of Dec 19 2017  <b>MOVED:</b> Paul Hess  <b>SECONDED:</b> Jacqueline Walsh  <b>BIRT:</b> CMHA-Oxford Board of Directors to approve the minutes of Dec 19 2017.  <b>CARRIED:</b> All</p>	
6.0	<p><b>Correspondence –</b> Board Package for January 2018 meeting – emailed January 18 2018</p>	
7.0	<p><b>Board Education – Whitesell Report</b></p> <ul style="list-style-type: none"> <li>- Conducted a study focused on the possibility of sharing or integrating services to reduce operation costs while achieving a level of synergy that would enhance the effectiveness of the CRISIS Services and Back-Office system.</li> <li>- The study recommended that Crisis Services/Outreach should continue to explore and expand shared services with the approval of the Executive Directors under the Leadership of Lynn Wardell.</li> <li>- The study does not support the initiative to share Back-Office systems. The cultures of Oxford and Elgin are significantly different and, at this time, incompatible.</li> </ul>	
8.0	<p><b>Financial Committee –</b> Jerrod Boyse, Mike McMahan</p> <ol style="list-style-type: none"> <li>1. Financial Conditions &amp; Activity Q3 Statement to Dec 31 2017.</li> <li>2. Income Statement</li> <li>3. Cash Flow (Simplified)</li> <li>4. Balance Sheet</li> </ol> <ul style="list-style-type: none"> <li>- Overall at Q3 end we have a small deficient</li> <li>- Wilson House sale will close Feb 1 2018</li> <li>- YNCU line of Credit to be closed shortly after</li> <li>- Recommendation for the current Auditors to continue with CMHA</li> <li>- Brenda and Steve to attend the board meeting in March to do some education around the auditing process with board members.</li> </ul> <p><b>MOTION:</b> The Board of CMHA Oxford the Finance Committee Report and the Finance Minutes of Jan 17 2018.  <b>MOVED:</b> Paul Hess  <b>SECONDED:</b> Jacqueline Walsh  <b>BIRT:</b> The Board of CMHA Oxford approves the Finance Committee Report and the Finance Minutes of Jan 17 2018.  <b>CARRIED:</b> All</p>	
9.0	<p><b>Policy &amp; Governance Committee –</b> nothing at this time</p>	
10.0	<p><b>Quality Improvement and Client Safety -</b></p> <ul style="list-style-type: none"> <li>- Lucy Forman is the successful candidate for the Clinical Project Lead: Accreditation 2018 position, effective Monday, January 15<sup>th</sup>.</li> <li>- Lucy along with Kim Poole will work on the Sept 2018 deadline.</li> </ul>	
11.0	<p><b>Nominating Committee –</b> Jacqueline Walsh</p> <ul style="list-style-type: none"> <li>- Jacqueline reported that CMHA Board of Directors received three applications for new Board members.</li> </ul>	

	- Jacqueline, Jennifer and Brian will meet next week to review the interview questions and look for candidates who have some health system experience.	
12.0	<b>Business Arising –</b>	
12.1	<b>National Update –</b> <ul style="list-style-type: none"> <li>- National is looking to take over the Ride Don't Hide fund raiser</li> <li>- The Committee is to meet Feb 3 2018 – information should be forthcoming</li> </ul>	
13.0	<b>New Business</b>	
13.1	<b>Health System Renewal and Local Governance -</b> <ul style="list-style-type: none"> <li>- HSP governance groups will come together as needed to provide board perspectives to the Sub-region Integration Tables.</li> <li>- The Key responsibility of the groups will be to facilitate broader sub-region board and community engagement with the goal of promoting patient-centered, inter-organization coordination.</li> <li>- Board members are to consider submitting an expression of interest for membership.</li> </ul>	
	Chair, Jennifer Ormsby welcomed CMHA's newest employee, Brenda Dobranski to the finance department.	
14.0	<b>In Camera Session –</b>	
15.0	<b>Rise from In Camera Session –</b>	
16.0	<b>Date of Next Meeting –</b> January 26 <sup>th</sup> , 2017	
17.0	<b>ADJOURNMENT</b> <b>MOTION:</b> The Board of CMHA Oxford adjourns the Jan 23 2018 meeting. <b>MOVED:</b> Paul Hess <b>SECONDED:</b> Jerrod Boyse <b>BIRT:</b> The Board of CMHA Oxford adjourns the Jan 23 2018 meeting. <b>CARRIED:</b> All	

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Chair – Jennifer Ormsby

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Executive Director – Mike McMahon

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Date: