



BOARD OF DIRECTORS MEETING MINUTES

Date: Nov 22nd, 2016 **Time:** 5:22 p.m.
Location: CMHA Group Room **Page:** 1 of 4
Chair: Brian Crockett **Recorder:** Josie Melanson

Board Members Present	Jeff Patterson, Marcin Egert, Bonnie Hughes, Jacqueline Walsh, Michelle Priester, Andrew Szasz, Brian Crockett, Jerrod Boyse,
Leadership Present	Mike McMahon, Fiona Wilson, Lynn Wardell, Pat Baigent
Regrets	Jennifer Ormsby, Paul Hess
Absent	Louise Wdowczyk

AGENDA ITEM	ACTION REQUIRED
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	<p>CMHA Mission Statement – We pursue hope, recovery and resilience for all. CMHA Vision Statement - *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	Welcome and call to Order – CMHA Oxford Board Chair, Brian Crockett called the meeting to order. 5:22pm	
2.0	Declaration of Conflict – No conflicts declared.	
3.0	Consent Agenda	
3.1	Executive Monitoring & Interpretation – 1. Asset Protection - Interpretation	
3.2	Executive Directors Summary – see business arising	
3.3	Motion to approve Consent Agenda of Nov 22 nd , 2016. MOVED: Andrew Szasz SECONDED: Jacqueline Walsh BIRT: CMHA-Oxford Board of Directors approves the Consent Agenda of Nov 22 nd , 2016. CARRIED: All	
4.0	Nov 22nd 2016 Agenda	
4.1	Additions / Changes – 11.3 OSHN/CMHA Integration Activity Summary	deferred
5.0	Approval of the Minutes for Oct 25 th , 2016.	
5.1	Motion to approve the minutes of Oct 25 th , 2016. MOVED: Bonnie Hughes SECONDED: Michelle Priester BIRT: CMHA-Oxford Board of Directors approves the minutes of Oct 25 th , 2016.	

	CARRIED: All	
6.0	<p>Correspondence – Indwell Dinner – emailed Oct 31st, 2016 Special Board Meeting – emailed Nov 3rd, 2016 OSHN November Newsletter – emailed Nov 4th, 2016 Reminder – Special Board Meeting – emailed Nov 7th, 2016 Salvation Army Christmas Kettles – emailed Nov 10th, 2016 Memorial Tree of Lights Event – emailed Nov 10th, 2016 Draft Minutes Oct 25th, 2016 – emailed Nov 14th, 2016 Reminder for Annual Board Retreat – emailed Nov 14th, 2016 Requested by Brian Crockett – CMHA MH4A Conference Presentations – emailed Nov 14th, 2016</p>	
7.0	<p>Board Education –</p> <ol style="list-style-type: none"> 1. Customer Service Training – The Accessibility for Ontarian with Disabilities power point training is a provincial law. Its goal is to make Ontario accessible for people with disabilities by 2025 by developing and enforcing accessibility standards. 2. CMHA Oxford – Summary of Clinical Services power point – Case Management is individualized community based support for people with a serious mental illness and is client directed. Since the spring of 2015, CMHA has been restructuring our Services to include; Urgent Services – Brief Services – Case Management Support – DBT (Dialectical Behavior Therapy). This power point will be added to HealthChat and emailed to all Board Members. 	
8.0	<p>Financial Committee – Jerrod Boyse discussed the CMHA Oxford County Statement of Operations on LHIN Funded Programs for the six months ending September 30th, 2016. He indicated that the Finance Committee is actively monitoring the expenses. Wilson House is still a conditional offer based on inspection and financing. Deadline date if Dec 17th, 2016.</p>	
9.0	<p>Policy & Governance Committee – Report from Jennifer Ormsby presented by Michelle Priester: The policy committee met via teleconference on the 15th, of November. The committee discussed the CMHA Governing Style. The committee has interpreted the policy and will present it to you for discussion and approval. The committee also discussed how to move forward on Board meeting evaluations. It was agreed by the committee that these evaluations should be completed on a quarterly basis using an on-line survey tool. Mike has provided us with examples used in other areas of the province. The committee felt that it was essential that the Board received feedback upon the completion of the quarterly surveys. The committee's next meeting is scheduled for December 6th, 2016 at 4:30pm. At that time we will be reviewing the policy that speaks to the duties and responsibilities of the Board.</p>	
10.0	<p>Quality Improvement & Client Safety –</p> <ol style="list-style-type: none"> 1. Accreditation Canada Survey Postponement – CMHA Oxford requests postponement of our December 2017 Accreditation Canada Survey. Requests for the postponement of a planned on-site survey will be reviewed by the Accreditation Decision Committee (ADC). <p>Motion for CMHA Oxford County to submit an application for postponement of the Accreditation process for an 18 month period or as otherwise directed by Accreditation Canada. MOVED: Michelle Priester SECONDED: Bonnie Hughes BIRT: CMHA-Oxford submits an application for postponement of the Accreditation process for an 18 month period or as otherwise directed by Accreditation Canada. CARRIED: All</p>	
11.0	Business Arising	
11.1	<p>Reach Out Report – Lynn Wardell presented Reach Out Data from Aug 23 to Oct 31 2106. (Noting that CMHA Oxford did not become active until Sept 8th, 2016) The report indicates that the Reach Out line has had 2713 total contacts. Demographics indicated that the</p>	

	majority of callers are between the ages of 25 – 34.	
11.2	Suicide Prevention Oxford Leadership Coalition – Mike McMahon indicated that the Suicide Prevention Oxford Leadership Coalition is a group of local decision makers from various youth servicing organizations that have come together to provide leadership to the youth suicide crisis in Oxford County.	
11.3	OSH/CMHA Integration Activity Summary	deferred
12.0	New Business	
12.1	Oxford County Health Link – Mike McMahon discussed the Coordinated Care Planning Information sheet for Health and Social Service Providers. This would ensure that each person benefits from evidence-informed, patient-centered goal setting and care planning, the Ministry of Health and Long Term Care (MOHLTC) has developed a standardized, Coordinated Care Plan template/tool.	
12.2	Donor Recognition - Mike McMahon indicated that in the past, volunteer Board Members, made phone calls to anyone who made a donation of \$50 or over. (does not include actual fund raising events) This call, thanked them for their generosity. Anyone interested in volunteering, please email josiemelanson@cmhaoxford.on.ca Volunteers that came forward were Jeff Patterson and Jacqueline Walsh.	
12.3	December Board Meeting – Date/Board Social - Dec 20 th , 2016 A general discussion was held that the CMHA Board would meet on Dec 20 th , 2016 for their monthly meeting and have a pot luck dinner. An email reminder would go out one week before requesting what each member would be bringing.	
13.0	In Camera Session – MOTION: Motion for CMHA Oxford Board of Directors goes In-Camera for Financial Updates. MOVED: Marcin Egert SECONDED: Jackie Walsh BIRT: CMHA-Oxford Board of Directors accepts the motion to go In-Camera for Financial Updates CARRIED: All	
14.0	Rise from In Camera Session – MOTION: Motion for CMHA Oxford Board of Directors rise from In-Camera. MOVED: Michelle Priester SECONDED: Andrew Szasz BIRT: CMHA-Oxford Board of Directors to rise from In-Camera. CARRIED: All	
15.0	Date of Next Meeting – Dec 20 th , 2016 CMHA Group Room – Christmas Potluck	
16.0	Adjournment at 7:00 pm Motion: Motion for CMHA Oxford Board of Directors to adjourn the Nov 22 nd 2016 meeting. MOVED: Bonnie Hughes SECONDED: Michelle Priester BIRT: CMHA-Oxford Board of Directors accepts the motion to adjourn the Nov 22 nd 2016 meeting. CARRIED: All	

Chair - Brian Crockett

Executive Director – Mike McMahon

Date: