



**BOARD OF DIRECTORS MEETING MINUTES**

**Date:** Nov 28th, 2017      **Time:** 5:15 p.m.  
**Location:** CMHA Board Room      **Page:** 1 of 3  
**Chair:** Jennifer Ormsby      **Recorder:** Josie Melanson

<b>Board Members Present</b>	Jacqueline Walsh, Jennifer Ormsby, Paul Hess, Brian Crockett, Marcin Egert, Jerrod Boyse
<b>Leadership Present</b>	Mike McMahon, Pat Baigent, Lynn Wardell, Brenda Dobranski
<b>Regrets</b>	Michelle Priester, 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>1. Financial conditions &amp; Activity <ul style="list-style-type: none"> <li>• See Finance Committee Report</li> </ul> </li> </ul>	
3.2 <b>Executive Directors Summary</b> – Mike McMahon – <ul style="list-style-type: none"> <li>• Brief Case Management Waitlist – 19 people on list with the longest wait at 63 days</li> </ul>	
3.3 <b>Motion</b> to approve Consent Agenda Nov 28 <sup>th</sup> , 2017. <b>MOVED:</b> Jacqueline Walsh <b>SECONDED:</b> Paul Hess <b>BIRT:</b> CMHA-Oxford Board of Directors approves the Consent Agenda of Nov 28 <sup>th</sup> , 2017. <b>CARRIED:</b> All	
4.0 <b>Nov 28<sup>th</sup>, 2017 Agenda</b> – <b>Motion</b> to approve Agenda of Nov 28 <sup>th</sup> , 2017. <b>MOVED:</b> Jacqueline Walsh <b>SECONDED:</b> Jerrod Boyse <b>BIRT:</b> CMHA-Oxford Board of Directors approves the Agenda of Nov 28th, 2017. <b>CARRIED:</b> All	
4.1 <b>Additions / Changes</b> – 12.0 Remove item from Agenda 13.1 National – Brief update from Mike McMahon	
4.2 <b>Motion</b> to approve Addition to the Agenda of Nov 28th, 2017. <b>MOVED:</b> Jacqueline Walsh	

	<p><b>SECONDED:</b> Jerrod Boyse  <b>BIRT:</b> CMHA-Oxford Board of Directors approves the additions to the Agenda of Nov 28<sup>th</sup>, 2017.  <b>CARRIED:</b> All</p>	
5.0	<b>Approval of the Minutes Oct 24<sup>th</sup>, 2017.</b>	
5.1	<p><b>Motion</b> to approve the minutes of Oct 24<sup>th</sup>, 2017.  <b>MOVED:</b> Paul Hess  <b>SECONDED:</b> Jaqueline Walsh  <b>BIRT:</b> CMHA-Oxford Board of Directors to approve the minutes of Oct 24<sup>th</sup>, 2017.  <b>CARRIED:</b> All</p>	
6.0	<p><b>Correspondence –</b>  Board Package Oct 24 2017</p>	
7.0	<p><b>Board Education – Election 2018 &amp; Advocacy Campaign</b>  1. Leverage networks across all levels of the organization to promote the CMHA message in the province.  2. Encourage all three parties to support similar Mental Health issues.</p>	
8.0	<p><b>Financial Committee –</b> Jerrod Boyse, Mike McMahon  1. Executive Monitoring &amp; Interpretation  2. Finance Conditions &amp; Activity Q2 Compliance Monitoring  - Finance Committee reviewed the Income Statement as of Oct 31 2017.  - Implemented a new cash flow tool  - Wilson House sale (\$385,000 – Feb 1 2018)  - Board agreed to address the auditors directly on lack of information from the last audit  - Due to the 2016-2017 Deficit position and shift of deposit/payroll timing there will be increased cash flow risk in January 2018.  <b>MOTION:</b> The Board of CMHA Oxford approves the temporary \$70,000 increase to the line of Credit limit .  <b>MOVED:</b> Jerrod Boyse  <b>SECONDED:</b> Jennifer Ormsby  <b>BIRT:</b> The Board of CMHA Oxford approves the temporary \$70,000 increase to the line of Credit limit  <b>CARRIED:</b> All</p>	
9.0	<b>Policy &amp; Governance Committee –</b> nothing to report at this time	
10.0	<p><b>Quality Improvement &amp; Client Safety –</b> Mike McMahon  - January 25 2018 IDEAS Training for CMHA Oxford, Board and staff  - One day in depth training – 20 seats available – More information to follow  - Accreditation Survey in September 2018</p>	
11.0	<p><b>Nominating Committee –</b> Jacqueline Walsh  - Received an application for Board member  - Nomination Committee to set up interview</p>	
12.0	<b>United Way Kick Off -</b>	Removed from Agenda
13.0	<p><b>Business Arising –</b>  - Client Christmas Party will be Dec 7 2017 from 12:00 noon to 1:30pm at the Southgate Centre  - All Board Members are encouraged to attend</p>	
13.1	<p><b>National Update –</b> Mike McMahon  1. Progress on Ride Don't Hide  - National to oversee the Ride Don't Hide event  - Update to come from National soon Currently working with lawyers on agreement</p>	
14.0	<b>New Business</b>	
15.0	<b>In Camera Session –</b>	

16.0	<b>Rise from In Camera Session –</b>	
17.0	<b>Date of Next Meeting</b> – Dec 19 2017 – More information to follow	
18.0	<b>ADJOURNMENT</b> <b>MOTION:</b> The Board of CMHA Oxford adjourns the Nov 28 2017 meeting. <b>MOVED:</b> Jacqueline Walsh <b>SECONDED:</b> Marcin Egert <b>BIRT:</b> The Board of CMHA Oxford adjourns the Nov 28 2017 meeting. <b>CARRIED:</b> All	

Chair – Jennifer Ormsby

Executive Director – Mike McMahon

Date: