



BOARD OF DIRECTORS MEETING MINUTES

Date: Oct 24th, 2017 **Time:** 5:22 p.m.
Location: CMHA Board Room **Page:** 1 of 3
Chair: Jennifer Ormsby **Recorder:** Josie Melanson

Board Members Present	Jacqueline Walsh, Jennifer Ormsby, Paul Hess, Michelle Priester, Jessica Smith, Brian Crockett
Leadership Present	Mike McMahon, Pat Baigent, Lynn Wardell, Brenda Dobranski, Sarah Aalbers
Regrets	Marcin Egert, Jerrod Boyse
Guests:	Steve Moore (Professional Services), Meghan Moore (Peer Support Leader)

AGENDA ITEM	ACTION REQUIRED
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	<p>CMHA Mission Statement – We pursue hope, recovery and resilience for all.</p> <p>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 – Chair, Jennifer Ormsby called the meeting to order at 5:22 pm.	
2.0	Declaration of Conflict – None so declared	
3.0	Consent Agenda	
3.1	<p>Executive Monitoring & Interpretation –</p> <ul style="list-style-type: none"> • 1. Asset Protection - A draft copy of the policy Asset Protection was presented for Board Review. 	deferred
3.2	<p>Executive Directors Summary – Mike McMahon –</p> <ul style="list-style-type: none"> • Brief Case Management Waitlist – longest wait at 121 days • Tillsonburg has a larger call for services 	
3.3	<p>Motion to approve Consent Agenda of Oct 24th, 2017. MOVED: Jacqueline Walsh SECONDED: Brian Crockett BIRT: CMHA-Oxford Board of Directors approves the Consent Agenda of Oct 24th 2017. CARRIED: All</p>	
4.0	<p>Oct 24th 2017 Agenda –</p> <p>Motion to approve Agenda of Oct 24th, 2017. MOVED: Jacqueline Walsh SECONDED: Brian Crockett BIRT: CMHA-Oxford Board of Directors approves the Agenda of Oct 24th, 2017. CARRIED: All</p>	
4.1	<p>Additions / Changes –</p> <p>4.3 Introduction of Steve Moore</p>	

4.2	<p>Motion to approve Addition to the Agenda of Oct 24th, 2017. MOVED: Jacqueline Walsh SECONDED: Jessica Smith BIRT: CMHA-Oxford Board of Directors approves the additions to the Agenda of Oct 24th 2017. CARRIED: All</p>	
4.3	<p>Introduction of Guest- Mike introduced Steve Moore, who has been working with our Finance team to prepare the Q2 reporting to the LHIN. Steve has been working in Health Care since 2002. Jennifer Ormsby thanked everyone for their long hours of hard work for these preparations.</p>	
5.0	<p>Approval of the Minutes Sept 27th, 2017.</p>	
5.1	<p>Motion to approve the minutes of Sept 27th 2017. MOVED: Michelle Priester SECONDED: Jacqueline Walsh BIRT: CMHA-Oxford Board of Directors to approve the minutes of Sept 27th, 2017. CARRIED: All</p>	
6.0	<p>Correspondence -</p>	
7.0	<p>Board Education – OSHN – Sarah Aalbers, Meghan Moore</p> <ol style="list-style-type: none"> 1. Peer Support Program <ul style="list-style-type: none"> - Review Strategy setting Summary Notes from March 10 2017 - Established a number of important programs - Currently OSHN has 4 paid Peer Leaders and approximately 10 active volunteers (hoping to grow this number) - Peer Support program allows Peer Leaders to work in the building while Peer Volunteers work in the community - November 2017 Oxford Self Help Newsletter has been added to the CMHA website - Recruit, retrain and train new Peer Supporters 2. Clients Journey <ul style="list-style-type: none"> - Encouraging clients to get involved with programs - Tillsonburg has drop in at the Upper Deck on Mondays from 10am – 4pm - Looking to open a drop in, in Ingersoll - Developing innovative programs (Photography, sign language, empowering women, walking group, yoga etc.) 	
8.0	<p>Financial Committee – Executive Monitoring & Interpretation – Mike McMahon</p> <ol style="list-style-type: none"> 1. Finance Conditions & Activity Q2 Compliance Monitoring <ul style="list-style-type: none"> - Reviewed current draft of the income statement - Reviewed Cash Flow (Simplified) - Board discussed impact of voluntary layoff and retirement program - Concerns were raised regarding impact on client services with the voluntary layoff and retirements 2. Comparison 2015 – 2016 Year End <ul style="list-style-type: none"> - Mike reviewed the comparison of the 2015 – 2016 Year End results. 	
9.0	<p>Policy & Governance Committee – Chairperson Position – Brian Crockett has accepted the position of Chair for the Policy & Governance Committee. Mike McMahon with email him the current Board Policy handbook for review</p>	
10.0	<p>Quality Improvement & Client Safety – Co-Chair, Michelle Priester</p> <ol style="list-style-type: none"> 1. Reach Out Year One Statistics <ul style="list-style-type: none"> - Reach Out is going through a full review in November - Concerns raised about the number of 4 minute calls – clients receiving the help they need - Indigenous training is available for the Board – link is in the Board Package 	

	<p>2. Q1 2017 – 2018</p> <p>3. Q2 Service Level Report</p>	
11.0	<p>Nominating Committee – Chair-person Position</p> <ul style="list-style-type: none"> • Jacqueline Walsh has accepted the position of Chair of the Nominating Committee 	
12.0	<p>Women and Wellness Update – Jacqueline Walsh</p> <ul style="list-style-type: none"> • Event happened on Friday Sept 29 2017 at the Craigowan Golf course • 178 attended and raised approx. \$18,500.00 • Good response from the community • More sponsors this year 	
13.0	Business Arising	
13.1	<p>National Update</p> <ol style="list-style-type: none"> 1. Event Cancellation: Fundraising Initiative (The Glimmer Ball) has been rescheduled to late winter/early spring of 2018. 2. Executive Staffing Updates: Steven Presser has been appointed National VP and Chief Development Officer. Steven will lead the strategic direction of a nationwide comprehensive campaign and be responsible for supporting the fundraising activities nationally, regionally and locally. 	
14.0	New Business	
15.0	<p>In Camera Session – O-E Project Update – Mike McMahon, Brian Crockett</p> <p>MOTION: Motion that the CMHA Oxford Board of Directors go In-Camera for the O-E Project Update</p> <p>MOVED: Michelle Priester</p> <p>SECONDED: Brian Crockett</p> <p>CARRIED: All</p>	
16.0	<p>Rise from In Camera Session –</p> <p>MOTION: Motion that the CMHA Oxford Board of Directors rise from In-Camera.</p> <p>MOVED: Brian Crockett</p> <p>SECONDED: Jessica Smith</p> <p>CARRIED: All</p>	
17.0	Date of Next Meeting – November 28 th , 2017	
18.0	ADJOURNMENT	

Chair – Jennifer Ormsby

Executive Director – Mike McMahon

Date: