



Board Members	Brian Crockett , Peter Harrison, Jessica Happl, Sherry Smith, Jacqueline Walsh, Paul Hess, Terri McCartney
Leadership	Lynn Wardell, Sarah Aalbers, Brenda Dobranski
Regrets	James Rijneveld
Absent	Tiffany Birtch,
Guest	Leroy Innanen

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	<p>Welcome and call to Order – Chair Brian Crockett called the meeting to order at 5:20 pm. Brian Crockett welcomed Leroy Innanen, Chartered Accountant from TCOBI Management Consulting and Contracting. Leroy will be supporting us in our Finance Department. Brian Crockett thanked everyone for the great selection of tasty items for the Board Christmas potluck today.</p>	
2.0	Declaration of Conflict – none so declared	
3.0	Consent Agenda –	
3.1	<p>Executive Monitoring & Interpretation –</p> <p>1. During this time of transition, policy and executive interpretation will be deferred to March 2019.</p>	
3.2	Executive Directors Summary –	
3.3	Executive Committee – no report	
3.4	Board Policy Review –	
3.5	<p>Motion: Motion to approve Consent Agenda BIRT: CMHA-Oxford Board of Directors approves the Agenda of Dec 18 2018. MOVED: Jessica Happl SECONDED: Paul Hess CARRIED: All</p>	
4.0	Agenda – Dec 18 2018	
4.1	Additions / Changes to the Agenda	
4.2	<p>Motion: Motion to approve the Agenda of Dec 18 2018 BIRT: CMHA-Oxford Board of Directors approves the Agenda of Dec 18 2018. MOVED: Jaqueline Walsh SECONDED: Peter Harrison CARRIED: All</p>	
5.0	<p>Minutes of Oct 23 2018 BIRT: CMHA-Oxford Board of Directors approves the amended Minutes of Nov 27 2018. MOVED: Peter Harrison SECONDED: Jacqueline Walsh CARRIED: All</p>	
6.0	<p>Correspondence –</p> <p>1. CMHA Board Package of Dec 18 2018 – emailed Dec 14 2018 2. Systems Update: Strengthen Addictions and Mental Health Services in Thames</p>	

	Valley – emailed Dec 19 2018 3. Letter of Resignation from Jerrod Boyse	
7.0	Board Education – exempt for the month of December 2018	
8.0	Financial Committee – Lynn Wardell/Brian Crockett/Leroy Inananen Leroy Inananen updated the Board on the current financial situation of CMHA Oxford. He indicated that all reporting to LHIN, Charity return and HST have been filed. He is currently in early stages of reviewing the finance but will report in depth for the Jan 2019 Board meeting.	
8.1	Back Office for Oxford County Community Health Centre – Lynn Wardell Lynn Wardell indicated that the plan of doing the back office books for the OCCHC has changed and we will no longer be doing them.	
9.0	Nominating Committee – Jacqueline Walsh CMHA Board will actively seek two new Board members.	
10.0	Quality Improvement and Client Safety – Terri McCartney/Sherry Smith Terri and Sherry indicated that they attended a workshop on Quality Improvement and Client Safety along with Kim Poole and Lucy Forman in Ottawa. The two-day conference focused on the importance of continuous quality improvement in the community-based mental health and addictions sector.	
11.0	Client and Family Council – Update and Terms of Reference - Sarah Aalbers/Jessica Happl Sarah and Jessica met on Dec 11 2018 to review the current Terms of Reference for CMHA Oxford. They plan to meet every other month.	
12.0	Policy and Governance Committee – nothing to report	
13.0	Business Arising –	
13.1	Letter of Resignation – Brian Crockett Brian indicated that he received a letter of resignation from Jerrod Boyse BIRT: CMHA-Oxford Board of Directors accepts with regret the resignation of Jerrod Boyse. MOVED: Terri McCartney SECONDED: Peter Harrison CARRIED: All	
14.0	New Business	
14.1	Ride Don't Hide – CMHA Oxford had decided to continue with the Ride Don't Hide fund raiser in May 2019.	
14.2	2018 – 2019 Fall Economic Statement (FES) mental health and Addictions Services Investments – Lynn Wardell The Ontario government tables fall economic statement with a minor focus on mental health.	
14.3	Branch Holiday Hours - CMHA Oxford will be closed from Dec 25 2018 until Jan 2 2019, with the exception of Sat Dec 29 2018.	
14.4	Staff Christmas Celebration - CMHA Oxford will be closed for 2 hours from 11:30am – 1:30pm for the staff Christmas celebration. Crisis will divert phone lines to Elgin office.	
14.5	Housekeeping Item – Paper Shredding – Lynn Wardell informed the staff that there is a shredding box in the front office behind reception.	
15.0	In Camera Session BIRT: CMHA-Oxford Board of Directors motion to go In Camera for Human Resources Discussion MOVED: Paul Hess SECONDED: Peter Harrison CARRIED: All	
16.0	Rise from In Camera Session BIRT: CMHA-Oxford Board of Directors motions to rise from In Camera MOVED: Terry McCartney SECONDED: Jessica Happl CARRIED: All	
17.0	Date of Next Meeting – Jan 22 2019	
18.0	Board Meeting Evaluation <ul style="list-style-type: none"> To be completed after each meeting 	

18.0	ADJOURNMENT BIRT: That CMHA Oxford Board of Directors adjourns this meeting. MOVED: Peter Harrison SECONDED: Paul Hess CARRIED: All	
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Chair: Brian Crockett

Interim Executive Director Lynn Wardell

Date: