

Board of Directors Meeting Minutes

Date: May 22 2019

Location: CMHA Whitelaw Room

Recorder: Josie Melanson

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Canadian Mental Health Association

Oxford County

Mental health for all

Board Members	Brian Crockett , Peter Harrison, Terri McCartney, Jacqueline Walsh, Jessica Happl, Shawn Shapton, Tiffany Birtch
Leadership	Lynn Wardell, Sarah Aalbers
Regrets	Paul Hess, James Rijnveld, Sherry Smith
Guest	Leroy Innanen, Resa Heagle

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	<p><b>Welcome, call to Order</b> – Chair Brian Crockett</p> <p>Called the meeting to order at 5:20pm</p>	
2.0	<p><b>Declaration of Conflict</b> – none so declared</p>	
3.0	<p><b>Consent Agenda</b> –</p>	
3.1	<p><b>Executive Monitoring &amp; Interpretation</b></p>	Deferred
3.2	<p><b>Executive Directors Summary</b> – Questions regarding;</p> <ul style="list-style-type: none"> <li>• MIS – Management Information System</li> <li>• Walk In Counselling</li> <li>• Training on Addictions Counselling</li> </ul>	
3.3	<p><b>Executive Committee</b> – Brian Crockett indicated that the Committee has had a couple of casual meetings. Information to follow.</p>	
3.4	<p><b>Board Policy Review</b> – Due to ongoing integration potential, policy review with be deferred until September 2019.</p>	Deferred
3.5	<p><b>Motion:</b> Motion to approve Consent Agenda  <b>BIRT:</b> CMHA-Oxford Board of Directors approves the Agenda of May 22 2019  <b>MOVED:</b> Jacqueline Walsh  <b>SECONDED:</b> Shawn Shapton  <b>CARRIED:</b> All</p>	
4.0	<p><b>Agenda</b> – May 22 2019</p>	
4.1	<p><b>Additions / Changes to the Agenda</b></p> <ul style="list-style-type: none"> <li>12.4 Strategic Plan</li> <li>12.5 Board Education</li> <li>13.2 Community Infrastructure Fund</li> </ul>	
4.2	<p><b>Motion:</b> Motion to approve the Agenda for May 22 2019  <b>BIRT:</b> CMHA-Oxford Board of Directors approves the Agenda of May 22 2019  <b>MOVED:</b> Shawn Shapton  <b>SECONDED:</b> Jessica Happl  <b>CARRIED:</b> All</p>	
5.0	<p><b>Minutes of April 23 2019</b></p>	
5.1	<p><b>Motion:</b> Motion to approve the minutes of April 23 2019.  <b>BIRT:</b> CMHA-Oxford Board of Directors approves the minutes of April 23 2019  <b>MOVED:</b> Jacqueline Walsh  <b>SECONDED:</b> Shawn Shapton  <b>CARRIED:</b> All</p>	

6.0	<p><b>Correspondence –</b></p> <ol style="list-style-type: none"> <li>1. CMHA Board Package April 23 2019.</li> <li>2. Doodle Poll</li> <li>3. Finance update</li> </ol>	
7.0	<p><b>Board Education – Resa Heagle</b> Power Point presentation on “What is Trauma Informed” – Question Period followed</p>	
8.0	<p><b>Financial Committee – Lynn Wardell/Leroy Innanen</b></p> <ol style="list-style-type: none"> <li>1. Information package was emailed after Board Package due to time constraints with year-end reporting.</li> <li>2. Projections for March 31 2019 year-end, has a substantial surplus due to deferred capital.</li> <li>3. Auditors coming week of June 10 2019. Present at June 25 2019 Board Meeting.</li> <li>4. Discussions on current GIC's.</li> </ol>	
9.0	<p><b>Nominating Committee – Jacqueline Walsh</b> Placed Ad on Facebook. Received only 2 responses. Interview Committee to meet.</p>	
10.0	<p><b>Quality Improvement and Client Safety – Terri McCartney</b> Committee to meet on May 29 2019. Reporting at June 25 2019 meeting.</p>	
11.0	<p><b>Client and Family Council – Jessica Happi</b> Committee met on May 14 2019. Currently working on service mapping, connection to service, and poster of client's rights and responsibilities.</p> <p><b>Breakfast of Champions May 7 2019 – Peter Harrison, Brian Crockett and Terri McCartney attended.</b> Breakfast of Champions was presented by St. Joseph's Health Care Foundation in partnership with the Canadian Mental Health Association (CMHA) Middlesex. The event is a celebration of those who are making great strides to advance mental health in London and beyond.</p>	
12.0	<p><b>Business Arising –</b></p>	
12.1	<p><b>Strengthening Services and Care (MOU work)</b></p> <ol style="list-style-type: none"> <li>1. Update included in Executive Directors Summary job posting</li> <li>2. CMHA Elgin &amp; Middlesex Announcement (May 15 2019 email from Beth Mitchell, CMHA Middlesex) moving forward – wrap up by end of September 2019.</li> <li>3. CMHA Oxford Board Members on the Transition Team</li> </ol> <p><b>Motion:</b> Motion to approve the minutes of April 23 2019.  <b>BIRT:</b> CMHA-Oxford Board of Directors approves that Brian Crockett, Shawn Shapton and Lynn Wardell are designated to represent CMHA Oxford at the transition council for strengthening services and care initiative.  <b>MOVED:</b> Peter Harrison  <b>SECONDED:</b> Jessica Happi  <b>CARRIED:</b> All</p>	Information
12.2	<p><b>Ride Don't Hide Fundraiser – June 23 2019 – CMHA Oxford major fundraiser.</b> This year located at Huron Park Secondary School 900 Cromwell St Woodstock, ON  <b>Ride Don't Hide Kick Off – May 11 2019 –</b> Located at Goodlife, Dundas St Woodstock ON.  Event was well attended.</p>	
12.3	<p><b>Oxford OHT (Ontario Health Team) – power point</b> Ontario Health Teams are groups of providers and organizations that are clinically and fiscally accountable for delivering a full and coordinated continuum of care to a defined geographic population.</p>	
12.4	<p><b>Strategic Plan – Review and put on agenda for September 2019.</b></p>	
12.5	<p><b>Board Orientation – “Effective Boards Don't Just Happen” Board recruitment and Orientation.</b>  Training opportunity - <b>Thursday, June 13, 2019, 9:00 a.m. - 11:30 a.m.</b>  Community Development Halton, 3350 South Service Road, Burlington ON  This workshop is intended for Board Chairs, incoming Chairs, Board members and senior staff. Although much of the session will focus on tools and processes useful for chairing any meeting, the focus in this session will be on Board meetings.</p>	

13.0	<b>New Business</b>	
13.1	<b>New Funding - Heart FM – May 12 2019 - Oxford MPP</b> Ernie Hardeman marked the end of Mental Health Week Friday by announcing \$550,000 in funding for local health agencies. In a press release, Hardeman announced four local agencies would be receiving funding for youth, mental-health and housing programs. The organizations included in Hardeman's announcement were the Canadian Mental Health Association Oxford, which received \$105,186 for housing support; Wellkin Child and Youth Mental Wellness, which received \$163,533 for youth mental-health services; the Oxford County Community Health Centre, which received \$244,695 for opioid addiction treatment; and Woodstock Hospital, which received \$40,000 for early psychosis intervention.	Information
13.2	<b>Community Infrastructure Fund – CMHA Oxford</b> has submitted request for addition funding to update our meeting rooms.	Information
13.3	<b>South West LHIN Health System Transformation Memo</b>	Information
14.0	<b>In Camera</b>	
15.0	<b>In Camera Session</b> <b>Motion:</b> Motion to go In Camera for HR discussions. <b>BIRT:</b> CMHA-Oxford Board of Directors approves to go in Camera for HR discussion. <b>MOVED:</b> Tiffany Birtch <b>SECONDED:</b> Peter Harrison <b>CARRIED:</b> All	
16.0	<b>Rise from In-Camera Session</b> <b>Motion:</b> Motion to rise from In Camera <b>MOVED:</b> Shawn Shapton <b>SECONDED:</b> Tiffany Birtch <b>CARRIED:</b> All	
17.0	<b>Date of Next Meeting – June 25 2019</b>	
18.0	Board Meeting Evaluation <ul style="list-style-type: none"> <li>To be completed after each meeting</li> </ul>	
19.0	<b>ADJOURNMENT</b> <b>Motion:</b> Motion to Adjourn <b>BIRT:</b> CMHA-Oxford Board of Directors approves Adjournment. <b>MOVED:</b> Peter Harrison 7:28pm <b>SECONDED:</b> <b>CARRIED:</b> All	

Chair: Brian Crockett

Interim Executive Director Lynn Wardell

Date: