



**BOARD OF DIRECTORS MEETING
MINUTES**

Thursday, January 28, 2021 at 5:30 p.m.
Zoom - Virtual Meeting

CALL TO ORDER

Christopher Yendt called the meeting to order at 5:34 p.m.

ESTABLISHMENT OF QUORUM

Present: Andrew Bassingthwaighte, Sarah Cacilhas, Matthew Mahler, Lindsey Marois, Rajesh Ravisankar, Dawn Shickluna, Chris Ventura, Christopher Yendt, Tara McKendrick (ex officio)

Guest: Karen Marazzo (left meeting at 5:46 p.m.)

DECLARATIONS OF CONFLICT

No conflict of interest was declared.

AGENDA

Moved by: Chris Ventura
Seconded by: Lindsay Marois

That the Agenda for the Board Meeting of January 28, 2021 be adopted as circulated.

Carried.

STAFF INTRODUCTION

The Executive Director welcomed Karen Marazzo as the new Communications and Revenue Development Coordinator. It was noted that this title has been modified to reflect a change in focus that should better suit agency pressures. Karen introduced herself and provided some background. She has a communications degree, was a reporter, and worked at the Niagara Health Foundation. She said she is thrilled to be a part of the team. The Board Members each introduced themselves. Karen left the meeting at 5:46 p.m.

MINUTES OF THE PREVIOUS MEETING

Moved by: Andrew Bassingthwaighte

Seconded by: Matthew Mahler

That the Minutes of the Board Meeting held Thursday November 26, 2020 be adopted as circulated.

Carried.

REPORT FROM THE EXECUTIVE DIRECTOR

- **January 28, 2021 ED Report**

The Executive Director noted that her last report was in November of 2020 and she will report about the high-level items that have occurred since.

A virtual staff appreciation event held in December was well received. Results from a Guarding Minds at Work survey will be shared with the Board after the end of February.

Five staff members have received positive tests for COVID to date. Contact tracing indicates no evidence of workplace transmission and all have recovered successfully at home. The next hurdle will be regarding vaccinations. CMHA Ontario is providing leadership to the branches but there are still outstanding details to be resolved.

Some consulting work will be starting in February involving the clinical leadership team. A report with recommendations is expected in April 2021.

There has been more progress with the Niagara - Ontario Health Team. The implementation funding letter has been signed, making CMHA Niagara the fundholder for the team.

There have been no directives about this year's Community Accountability Planning Submission (CAPS) process, but this continues to be monitored.

Implementation of a payroll transition involving a longer period between the pay end and pay deposit dates has gone smoothly. This has relieved some pressure on Leadership and Finance.

She and Judy George have been participating in risk management training. This will be shared with the Board at an upcoming meeting.

Extended Urgent Support Services began providing service on January 18th. Funding for this runs out on March 31st, but this is an opportunity to see what the funding can do. The service runs from 11 a.m. to 11 p.m. seven days per week.

The Mobile Crisis Rapid Response Team (MCRRT) will be expanded to serve Niagara Falls and Niagara-on-the-Lake beginning in March 2021.

A link to the interview with CKTB related to Bell Let's Talk Day is attached to the report.

A postponement of the Accreditation Canada survey has been requested. There is confidence that staff are living the standards, but there is a lot of administrative work involved in collecting evidence, as well as training at all levels. It has been confirmed that there is no detriment to requesting a postponement, and there seems to be risks to not requesting and stretching staff too thin. If the request is denied, then there will need to be a conversation about what Accreditation success looks like.

The Safe Beds program was officially declared out of outbreak on January 19th. An outbreak is declared with one case of COVID. The program has passed all inspections including a surprise one on January 27th.

Questions were invited. The Treasurer asked for more information about the postponement of the accreditation survey. The Executive Director stated that staff wellness was the biggest driving force, but added that the on-site survey aspect would present challenges since many staff members are working at home. The President asked about the date for an extension. A late fall 2021 timeline was proposed, anticipating progress with the vaccination rollout. Consideration wasn't given to the possibility of rescheduling again, but this would be a discussion item if the postponement is granted. The Executive Director noted that Accreditation Canada is going toward the agency aspiring for a particular level of accreditation. Another interesting change is a move towards a random survey where, say, a month's notice is given instead of the existing four-year survey cycle. This is more in keeping with the philosophy, so would be welcomed by the Executive Director.

Chris Ventura enquired about anticipated future directions for the MCRRT program. The Executive Director responded that the "dream" is to have 24/7 service and discussions are underway about how to coordinate the MCRRT, the Mental Health and Addictions Response Team (MHART) and other Mental Health and Addictions teams to provide service across the region. Police have identified that there be three teams: St. Catharines and Thorold, Niagara Falls and Niagara-on-the-Lake, and South Niagara.

Moved by: Chris Ventura
Seconded by: Dawn Shickluna

That the ED Report of January 28, 2021 be accepted.

Carried.

CONSENT AGENDA

Dawn Shickluna had questions about the monthly evaluation and semi-annual climate surveys, which were answered satisfactorily. (The addition of more comment boxes will allow for elaboration on questions that may be less clear.) The Vice President requested that the Board President Performance Evaluation be removed from the Consent Agenda, since the President wasn't present at the January 12th Governance Committee meeting.

2020-21 Enterprise Risk Assessment Report
2020-21 Risk Review - Board Summary
Climate Survey #1 Results, December 2020
Draft - Monthly Meeting Evaluation
Draft - Semi-Annual Board Meeting Climate Survey
Draft - Annual Board Effectiveness Survey - Governance Structures & Processes
Draft - Annual Individual Director Self-Assessment
Draft - Board President Performance Evaluation
Minutes from the 2021-01-12 Committee of the Whole Meeting

Moved by: Andrew Bassingthwaighte

Seconded by: Dawn Shickluna

That the Consent Agenda information, except for the Draft - Board President Performance Evaluation survey, be received.

Carried.

NEW BUSINESS

- **Board President Performance Evaluation Survey**

The Vice President noted that there had been committee discussion about the third question regarding participation in, and feedback about, CMHA Ontario initiatives and CMHA Niagara events. The President recommended removing the word “all” from the question. Dawn Shickluna was still uncertain about this question, since Board Members might only know about the events that are mentioned in a report. There was further discussion about the requirement that the expectations be communicated to the President, if there is to be an assessment amongst the categories of above, meeting, or below expectations. It was also suggested that these expectations be added to a policy. Chris Ventura proposed that this item be brought to the next Committee meeting.

Moved by: Chris Ventura

Seconded by: Lindsey Marois

That the Board President Performance Evaluation Survey be referred to the next Committee of the Whole Meeting scheduled on February 9, 2021.

Carried.

OTHER BUSINESS

- **Governance College**

The Vice President reported that he has been attending planning meetings around the Governance College. Weekly seminars on items of interest to Board Governors are being proposed. Certification may also be provided for completion of a certain number of courses. A draft curriculum is being reviewed with a hope to launch in late February or early March.

- **Board Meeting Content**

The President raised the issue of content he'd like to see at future Board Meetings. He noted that the work being done at Committee of the Whole meetings is freeing up time for generative discussions at Board Meetings. He defined these discussions as subjects where no specific outcome has to be attached; that is, to "figure out what you don't know about what you don't know". There could be a range of discussion on any given topic, but there would be an effort to steer away from anything too operational. Some topics might include parameters and limits around the Ontario Health Team. He asked Board Members to give consideration to such topics and send ideas to him so that, perhaps, a calendar can be built. Some may be "one and done"; others may not.

ADJOURNMENT

Chris Ventura moved to adjourn the meeting at 6:43 p.m.

Recorder Margaret Rankin

President Christopher Yendt