

BOARD OF DIRECTORS MEETING MINUTES

Thursday, March 25, 2021 at 5:30 p.m.

Zoom - Virtual Meeting

CALL TO ORDER

Andrew Bassingthwaighte called the meeting to order at 5:32 p.m.

ESTABLISHMENT OF QUORUM

Present: Andrew Bassingthwaighte, Sarah Cacilhas, Matthew Mahler, Lindsey Marois, Rajesh Ravisankar, Dawn Shickluna (arrived at 5:36 p.m.), Chris Ventura, Tara McKendrick (ex officio)

Regrets: Christopher Yendt

Guest: Mary Barzyk (left meeting at 6:15 p.m.)

DECLARATIONS OF CONFLICT

No conflict of interest was declared.

AGENDA

Moved by: Lindsay Marois

Seconded by: Chris Ventura

That the Agenda for the Board Meeting of March 25, 2021 be adopted as circulated.

Carried.

PRESENTATION

The Executive Director introduced Mary Barzyk, Services Clinical Supervisor. Mary spoke about the trauma-informed approach to providing client service and she updated the Board on the status of this work at CMHA Niagara. Chris Ventura noted the challenges due to the evolving nature in the field, and asked how the work can be measured. Mary responded that efforts are underway to get the structural pieces in place. It will then be monitored to stay current as the work evolves. Dawn Shickluna indicated that she was extremely impressed with the very thorough approach. The Executive Director expressed appreciation for Mary's perseverance and added that her leadership should not go unnoticed. Mary left the meeting at 6:15 p.m.

MINUTES OF THE PREVIOUS MEETING

Moved by: Chris Ventura
Seconded by: Matthew Mahler

That the Minutes of the Board Meeting held Thursday January 28, 2021 be adopted as circulated.

Carried.

REPORT FROM THE EXECUTIVE DIRECTOR

- **March 25, 2021 ED Report**

The Executive Director provided highlights from her pre-circulated report. There have been no new positive COVID tests since the January report. This is evidence of good protocols from Health and Safety as well as from the admin and clinical staff. The vaccination participation rate for staff has been positive. Lindsey Marois enquired about the reasons for any hesitancy. The Executive Director responded that some wanted to talk to their family doctors; others are getting the vaccine through other employers; others may be immunocompromised. She will follow up with a report on the final numbers.

Dawn Shickluna, Rajesh Ravisankar, and Dawn Shickluna attended the Quality training session held earlier in the day.

A reply is pending to a request to carry over the unspent amount from the one-time funding. The timing is challenging because some positions end on March 31st.

CMHA Niagara was chosen by Brock for the Brock Co-op Employer of the Year Award. The Executive Director credits Human Resources and the leadership team for taking on these placements and make them meaningful for all.

Moved by: Sarah Cacilhas
Seconded by: Dawn Shickluna

That the ED Report of March 25, 2021 be accepted.

Carried.

CONSENT AGENDA

Q3 2020-12-31 Client Safety Report
Q3 2020-12-31 Client Experience Report
Q3 2020-12-31 Consolidated Income Statement by Funder
Q3 2020-12-31 Statement of Financial Position
Q3 2020-12-31 Forecast to Year-end
Q3 2020-12-31 LHIN Administrative Performance Indicators

Q3 2020-12-31 LHIN Funded Programs Income Statement
Q3 2020-12-31 Financial Report Narrative
2020-21 Surplus Planning Report
Environmental Scan 2020
Minutes from the 2021-01-28 Executive Committee Meeting
Minutes from the 2021-02-09 Committee of the Whole Meeting
2021-02 Self-Assessment Survey Results
2016-2021 Fundraising Detail Financial Report
2021-02-25 Report from the Executive Director
Minutes from the 2021-03-09 Committee of the Whole Meeting

The Treasurer asked that the 2016-2021 Fundraising Detail Financial Report be pulled from the Consent Agenda because of requests for revised report details.

Moved by: Andrew Bassingthwaighte
Seconded by: Dawn Shickluna

That the Consent Agenda information, except for the 2016-2021 Fundraising Detail Financial Report, be received.

Carried.

NEW BUSINESS

- **Branch Division Agreement**

The Vice President introduced the draft Branch Division Agreement. This agreement hasn't been updated since 2011, and many conversations about it have been occurring over the last year. One of the biggest discussion points at recent town halls was the vagueness around dispute resolution. Schedule 6 refers to a much stronger process. A second significant change is the more "official" agreement accountability form in Schedule 7.

The Executive Director noted that other Branch Boards are requesting a legal review before signing. These requests tend to be Board-driven and related to culture and tolerance for risk. Her involvement in conversations to date, though, have not led her to have any concerns about meeting the requirements of the agreement.

There was discussion about proceeding with an independent legal review. Chris Ventura stated that he would be fine either way about a decision to pursue a legal opinion, but wondered whether the results of other legal reviews could be used. Sarah Cacilhas stated that a review might be advantageous but was pleased that the Executive Director was supportive regardless. Matthew Mahler proposed that assessment of the results of another legal review should be based on a branch with similar funding levels. The Executive Director will reach out to CMHA Ontario to determine which agencies are most comparable in size to Niagara. She will also determine an estimate of the cost of a review. Following discussion about a preference for a line-by-line review versus a vagueness review for red flags, it was agreed that more of an

overview would be acceptable. Dawn Shickluna questioned a review if the agreement was going to be revised anyway. Matthew Mahler agreed that there should be a pause on an individual review and suggested that there may be more clarity in the coming days. The Executive Director will obtain a status report for the next committee meeting regarding the number of branches that have signed and the number that will be obtaining a review.

- **MSAA Extension Letter**

A copy of the MSAA extension letter was pre-circulated. The Vice President reported, for information, that it had been signed and submitted.

- **Governance and Leadership Workshop**

The Vice President noted that an email had been sent about this CMHA Ontario governance initiative. There will be certification for those attending most of the workshops. The Executive Director encouraged participation. The recordings will be available, but the live interaction will be beneficial. She will forward the calendar links to anyone letting her know of their interest. She will also send the links to the recordings as they become available. The Vice President added that this is another opportunity for volunteer hours which, like preparation and attendance at meetings, should be tracked.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Chris Ventura moved to adjourn the meeting at 7:14 p.m.

Recorder Margaret Rankin

President Christopher Yendt