
DATE:	September 27, 2018
LOCATION:	6760 Morrison Street, Niagara Falls
TIME:	6:30 p.m.
PRESENT:	Andrew Bassingthwaighte, Stuart Dorricott, Jennifer Fisk, Susan Mifsud, Tara McKendrick (ex-officio)
REGRETS:	Richard Frayne, Matthew Mahler, Christopher Yendt
PRESIDING:	Jennifer Fisk

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 6:14 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Conflict of Interest

No conflict of interest was declared.

1.4 Roundtable Discussion

The Strategic Planning retreat, which was held during the previous weekend, dominated the discussion.

2.0 APPROVALS

2.1 Consent Agenda

Moved by Susan Mifsud, seconded by Andrew Bassingthwaighte, to accept the Consent Agenda of September 27, 2018. Carried.

2.2 Regular Agenda

There was a request to defer the Ride Don't Hide discussion to the October Board Meeting.

Moved by Andrew Bassingthwaighte, seconded by Susan Mifsud, to accept the Agenda of September 27, 2018, with the deferral of Item 4.4, Ride Don't Hide Debrief/Discussion. Carried.

2.3 Minutes of June 20, 2018 Board Meeting

Moved by Stuart Dorricott, seconded by Susan Mifsud, to accept the minutes of the June 20, 2018 meeting. Carried.

2.4 Minutes of 17th Annual General Meeting

Moved by Susan Mifsud, seconded by Andrew Bassingthwaighte, to accept the minutes of the 17th Annual General Meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Strategic Planning – Discussion about Retreat

The feedback about the strategic planning retreat was positive. It was agreed that the approach was refreshing and that the leaders were skillful. A draft report is expected by October 5th.

3.2 Relocation Update

The Executive Director reported that the lease has been signed and that financing arrangements have been made with Meridian Credit Union. Approximately 30 individuals came through the pre-construction tour on September 19th. Focus Groups and Working Groups are being established. A Memorandum of Understanding is being developed with Niagara Health to address the shared spaces. Niagara Health is also preparing a Communications Plan, and the intent is to adapt their plan for CMHA Niagara use.

4.0 NEW BUSINESS

4.1 Executive Director's Report

The Executive Director highlighted operational activities that occurred over the summer break, details of which are contained in her report.

CMHA Niagara has been identified by the LHIN, with Niagara Health, as early adopters of the Health Partners Gateway. This involves access to a shared electronic platform which will enhance the communication between Niagara Health and the Community Health Centres.

A proposal, with Niagara Foundation, has been submitted for the presences of Mental Health Counsellors on campus at Brock University and Niagara College during surge periods.

CMHA Ontario has released a statement about Safe Injection sites.

4.2 President's Update

The President and Executive Director will be attending the CMHA National Conference in October.

Three goals arose from the recent strategic planning activities. The President suggested that the Governance Committee review the decision matrix and consider a best practice of evaluating potential reputational risk. She also suggested that Governance look at behavioural competencies, and not just skills and demographics, in reviewing the Board Matrix. A goal for the Service Outcomes/Quality Committee could be to determine appropriate indicators for the scorecard. A third goal pertains to the Finance/Fund Development Committee and progress seems to be underway with the recruitment of a Fund Development position.

The President also discussed the implications of the current line-by-line budget review process that is underway with the provincial government.

4.3 Finance

The Treasurer reported that the Finance Committee had not met in September. The first quarter results were uploaded and several reports were reviewed.

Moved by Andrew Bassingthwaighe, seconded by Susan Mifsud, to accept the Financial Report for the first quarter ended June 30, 2018. Carried.

4.4 Ride Don't Hide – Debrief/Discussion

Deferred.

4.5 2018-19 Agenda Calendar

Andrew Bassingthwaighe enquired about contacting the LHIN to address the restrictive M-SAA submission timelines. The President reported that she is working on a draft of this communication for review in October.

Moved by Susan Mifsud, seconded by Stuart Dorricott, to approve the 2018-19 Board Agenda Calendar as presented. Carried.

4.6 2018-19 Committee Structure

Revisions and additions to the committee memberships were proposed, but the agenda item will be repeated in October because of some outstanding responses.

It was identified that the role of Fund Development Chair was open. Jennifer Fisk volunteered to assume this role and Andrew Bassingthwaighte offered to assist.

Moved by Andrew Bassingthwaighte, seconded by Stuart Dorricott to accept the 2018-19 Committee Structure as revised. Carried.

4.7 AGM Feedback/Discussion

It was agreed that the substitute public meeting will be held in June when the St. Catharines programs are in full operation.

4.8 Annual Report Review

The 2017-18 Annual Report was circulated and well-received.

4.9 Committee Workplans & Meeting Upload Deadlines

The President asked for adherence to meeting upload deadlines. She also asked that workplans be submitted for the October upload. A schedule of Committee Meeting dates was requested of the Committee Chairs.

4.10 Board Recruitment

The Executive Director reported that there are about six applications for Board membership and the Governance Committee will meet shortly to review them. It was suggested that a message be relayed about the significant volume of committee work since this time requirement may have been underestimated in the past. Recruitment and succession planning best practices will be discussed at Governance. Stuart Dorricott added that private versus public experience should be considered.

4.11 Orientation Process

There was a discussion about the orientation requirement. It was identified that there is currently only one Board Member who hasn't received a full orientation. There were conflicting ideas about the orientation process. Some suggested that a full day be planned for a Saturday in November, since it is expected that new Board Members may be recruited in the coming weeks. Others suggested that an orientation be conducted in lieu of a Board Meeting client presentation. The Governance Committee will review this matter and recommend options at the October Board Meeting.

5.0 CONCLUSION

5.1 Next Meeting

The next regularly scheduled Board Meeting will be held on Thursday October 25, 2018 at 6760 Morrison Street, Niagara Falls.

5.2 Adjournment

Andrew Bassingthwaighte moved to adjourn the meeting at 8:10 p.m.

Recorder Margaret Rankin

President Jennifer Fisk

DATE:	October 25, 2018
LOCATION:	6760 Morrison Street, Niagara Falls
TIME:	6:00 p.m.
PRESENT:	Andrew Bassingthwaighte, Stuart Dorricott, Jennifer Fisk, Matthew Mahler, Susan Mifsud, Christopher Yendt, Tara McKendrick (ex-officio)
ABSENT:	Richard Frayne
PRESIDING:	Jennifer Fisk

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 6:04 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Staff/Client Presentation

The presentation was deferred.

1.4 Conflict of Interest

No conflict of interest was declared.

1.5 Roundtable Discussion

- Jennifer congratulated Matt on the birth of his second daughter!
- Stuart had a Women & Wellness meeting earlier in the month and there will be another one next week.
- Susan participated in Crisis Intervention Training this week.

- Christopher was also involved in the Crisis Intervention Training. In addition, he attended a NEXTNiagara art auction, where pieces of art are auctioned to individuals who pledge volunteer hours to community agencies.
- Jennifer went to the CMHA National Conference, and will elaborate about it later in the meeting.

2.0 APPROVALS

2.1 Consent Agenda

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighte, to accept the Consent Agenda of October 25, 2018. Carried.

2.2 Regular Agenda

Moved by Susan Mifsud, seconded by Andrew Bassingthwaighte, to accept the Agenda of October 25, 2018. Carried.

2.3 Minutes of September 27, 2018 Board Meeting

Moved by Andrew Bassingthwaighte, seconded by Stuart Dorricott, to accept the minutes of the September 27, 2018 meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Strategic Planning – Draft Report

The Executive Director requested feedback about the draft report. She emphasized the importance of finalizing the report so that the process of operationalizing it can begin. There was general agreement that the document captured the strategic planning activity. Revisions were suggested and consensus was achieved. It is expected that the final document will be approved at the November Board Meeting.

3.2 Relocation Update

The Executive Director reported that the lease will be amended to reflect an occupancy date closer to March 31, 2019. The City has required compliance with several items that weren't anticipated. One involves environmental remediation in an isolated area of the building.

There have been recent meetings with the pharmacy. Its colocation is projected to bring significant benefits.

Stuart Dorricott asked whether any of the changes would result in additional costs, and the Executive Director assured us that cost overruns would be borne by the landlord.

3.3 CMHA National Conference

The President reported that the National conference content wasn't particularly valuable, despite hearing some excellent speakers. The Executive Director added that she regretted that there wasn't more to share about governance and leadership from the national perspective. Feedback was solicited at the conference, and it is hoped that improvements will result. The 2019 Conference will be in Toronto and the provincial conference is three weeks later, so attendance will more likely be at the Ontario Division conference.

The Executive Director added that she returned from the National conference to attend a workshop with the Association of Family Health Teams of Ontario. She noted that even though she sat with AFHTO members from our LHIN, the discussions evolved in a CMHA-focused way and actions will be taken to the Ministry.

4.0 NEW BUSINESS

4.1 CAPS Submission

The President refreshed the Board on the M-SAA process and identified former perceptions of collaboration lapses. She noted that this new submission seems to involve a more collaborative approach. There was Board discussion about the higher-level narrative that had been uploaded prior to the meeting. The establishment of realistic targets will allow service level provision that better aligns to funding. The COAST program will require more attention to resources and targets before meeting the submission deadline of November 16th. An analysis of more detailed information will be conducted by both the Service Outcomes/Quality Committee and the Finance Committee, so it was suggested that the early November meetings of both be combined.

4.2 Recent Suicides – CMHA Response

The Executive Director reported about the actions taken following the recent suicides in St. Catharines. She elaborated on CMHA involvement with the public event that was organized subsequently. Questions were invited from the Board. There was discussion about the media coverage and it was agreed that redirecting media to the Niagara Suicide Prevention Coalition of Niagara was both appropriate and responsible.

The Executive Director added that since the event, there have been requests to meet with local politicians. She met with Wayne Gates earlier in the day and had scheduled a meeting with Jennie Stevens for the next day.

4.3 Board Member Resignation

The President reported that Richard Frayne had to resign for personal reasons.

Moved by Andrew Bassingthwaighte, seconded by Christopher Yendt, to accept the resignation of Richard Frayne. Carried.

The President will attempt to arrange an exit interview with Richard.

4.4 Board Recruitment

Andrew Bassingthwaighte reported that the Governance Committee had interviewed five Board candidates over the summer. He reviewed the qualifications and experience of Lindsey Marois.

Moved by Andrew Bassingthwaighte, seconded by Christopher Yendt, to recommend Lindsey Marois as a Board Member for CMHA Niagara to start in November 2018. Carried.

Since the summer, the Governance Committee has reviewed six applications. Two were interviewed in the previous week, and two will be interviewed in early November. Andrew Bassingthwaighte stated that Nauman Islam had commendable background and experience.

Moved by Andrew Bassingthwaighte, seconded by Susan Mifsud, to recommend Nauman Islam as a Board Member for CMHA Niagara to start in November 2018. Carried.

The Executive Director will contact Lindsey and Nauman to welcome them to the Board.

The issue of Board Member terms of office was raised. The Vice President suggested that during a review of the bylaw, consideration be given to staggered lengths of service.

4.5 2018-19 Workplans

Committee workplans were uploaded to the portal. The President asked if there were any concerns about the submissions. It was agreed that the Chairs of the Committees will present their workplans during the November Board Meeting since the new members will be present.

5.0 CONCLUSION

5.1 Next Meeting

The next regularly scheduled Board Meeting will be held on Thursday November 22, 2018 at 6760 Morrison Street, Niagara Falls.

5.2 Adjournment

Christopher Yendt moved to adjourn the meeting at 7:56 p.m.

Recorder Margaret Rankin

President Jennifer Fisk

DATE:	November 22, 2018
LOCATION:	6760 Morrison Street, Niagara Falls
TIME:	6:00 p.m.
PRESENT:	Andrew Bassingthwaighe (arrived at 6:59 p.m.), Jennifer Fisk, Nauman Islam, Lindsey Marois, Christopher Yendt, Tara McKendrick (ex-officio)
REGRETS:	Stuart Dorricott, Matthew Mahler, Susan Mifsud
GUEST:	Melanie Dawn (left at 6:25 p.m.)
PRESIDING:	Jennifer Fisk

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 6:00 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Staff/Client Presentation

The Executive Director introduced Melanie Dawn, a staff member in the Community Support Program. Melanie presented information about Port-all, a project launched earlier this year between Niagara Regional Police and multiple community agencies. This program involves individuals in smaller, less-served communities who are at elevated risk of harm to themselves or others. Melanie represents CMHA at certain Situation Tables. She elaborated about a recent situation that was positively resolved because of the multiple-agency collaboration.

1.4 Conflict of Interest

No conflict of interest was declared.

1.5 Roundtable Discussion

Christopher will be a guest lecturer at Niagara College on Monday November 26th.

2.0 APPROVALS

2.1 Consent Agenda

Moved by Christopher Yendt, seconded by Nauman Islam, to accept the Consent Agenda of November 22, 2018. Carried.

2.2 Regular Agenda

Moved by Christopher Yendt, seconded by Nauman Islam, to accept the Agenda of November 22, 2018. Carried.

2.3 Minutes of October 25, 2018 Board Meeting

Moved by Christopher Yendt, seconded by Lindsey Marois, to accept the minutes of the October 25, 2018 meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Strategic Planning – Draft Report

The President provided background information about the strategic planning process to date. She explained the various versions that will be produced, each having different levels of detail depending on the reader. There was discussion about the rationale for keeping certain operational details on the internal staff document. The Executive Director requested that all revisions and/or feedback be provided to her by Monday November 26th.

3.2 Relocation Update

The Executive Director reported that construction continues. All windows have been installed in the building. A Niagara Health Planning and Development Project Coordinator will be working with Margaret to determine optimal furniture placements as well as any outstanding furniture and equipment requirements. It was reported that no further contaminants were discovered during the recent soil remediation procedure. Board Members were asked to respond to the recent survey about the naming of the building.

4.0 NEW BUSINESS

4.1 Q2 Finance Report

The Treasurer had sent his regrets.

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighte, to defer the Q2 Finance Report presentation to the December 13, 2018 Board Meeting. Carried.

4.2 2018-19 Workplans (All Committee/Task Group Chairs)

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighte, to defer the Service Outcomes/Quality Committee and Finance Committee Workplan presentation to the December 13, 2018 Board Meeting. Carried.

Andrew Bassingthwaighte presented the 2018-19 Workplan for the Governance Committee. Jennifer Fisk presented the 2018-19 Workplans for the Executive Committee as well as for the Fund Development Task Group.

Some background information was provided about Women & Wellness. It was identified that the event is moving from being primarily educational to having more of a fundraising emphasis.

4.3 Board Recruitment

Andrew Bassingthwaighte reported that the Governance Committee had conducted interviews earlier in the month. The qualifications and experience of two candidates were reviewed.

Moved by Andrew Bassingthwaighte, seconded by Christopher Yendt, to recommend Wendy Matthews to start as a Board Member for CMHA Niagara in December of 2018. Carried.

Moved by Andrew Bassingthwaighte, seconded by Nauman Islam, to recommend Dawn Shickluna to start as a Board Member for CMHA Niagara in December of 2018. Carried.

The Executive Director will contact Wendy and Dawn to welcome them to the Board.

4.4 Board Orientation

Andrew Bassingthwaighte noted that the Board orientation process has gone through a few iterations over the past couple of years. The new members had (and will have) a brief orientation with the Executive Director. A fuller orientation will be held on a Saturday at the end of January or beginning of February. The Executive Director confirmed that Accreditation Canada does not have stringent requirements with respect to Board orientation.

4.5 ED Update - Client Issue

The Executive Director provided background information about a housing client issue that resulted in media coverage. She also spoke about community group responses to the recent suicides.

4.6 Board President 360

The President stated that she will be sending out an EQI 360 survey shortly. She would like to have areas of weakness identified in this emotional intelligence behaviour-based survey.

5.0 CONCLUSION

5.1 Next Meeting

The next regular Board Meeting will be held at 5:30 p.m. on Thursday December 13, 2018 (at 6760 Morrison Street, Niagara Falls). It will be followed by a holiday social at 7:00 p.m.

5.2 Adjournment

Christopher Yendt moved to adjourn the meeting at 8:12 p.m.

Recorder Margaret Rankin

President Jennifer Fisk

DATE:	December 13, 2018
LOCATION:	6760 Morrison Street, Niagara Falls
TIME:	5:30 p.m.
PRESENT:	Andrew Basingthwaighte, Stuart Dorricott (arrived at 5:50 p.m.), Jennifer Fisk, Matthew Mahler, Lindsey Marois, Susan Mifsud, Dawn Shickluna, Christopher Yendt, Tara McKendrick (ex-officio)
REGRETS:	Nauman Islam, Wendy Matthews
PRESIDING:	Jennifer Fisk

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 5:36 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Conflict of Interest

No conflict of interest was declared.

1.4 Roundtable Discussion

- Andrew noted that a new work colleague recently became a Board Member at Pathstone.
- Christopher was a guest lecturer at Niagara College and has been invited to return for four dates next semester.

2.0 APPROVALS

2.1 Regular Agenda

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighte, to accept the Agenda of December 13, 2018. Carried.

2.2 Minutes of November 22, 2018 Board Meeting

Moved by Andrew Bassingthwaighte, seconded by Christopher Yendt, to accept the minutes of the November 22, 2018 meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Relocation Update

The Executive Director provided some updates. The projected budget is currently being finalized in order to ensure that funding will flow in the new year. Also, it was decided that the building would not be named, so that a naming opportunity for a capital campaign can be considered. The building will be referred to as 264 Welland Avenue until then. The move-in date is still expected to be late March or early April.

4.0 NEW BUSINESS

4.1 Q2 Finance Report

The Treasurer presented the consolidated income statement by funder for the period ended September 30, 2018. He explained the reasons for the surplus and indicated that opportunities are being explored to pilot placements at various partner locations where mental health supports have been requested. The Q2 Statement of Financial Position was also reviewed.

Moved by Christopher Yendt, seconded by Susan Mifsud, to accept the 2018-19 second quarter Finance Report. Carried.

4.2 2018-19 Workplans – Finance and Service Outcomes/Quality

Stuart Dorricott spoke about the 2018-19 Finance Committee Workplan. Jennifer Fisk elaborated with background information about the CAPS and MSAA reporting requirements.

Susan Mifsud presented the Service Outcomes/Quality Committee Workplan. She noted that there will be a review of the indicators in order to simplify the process and make the information more usable. Input will be obtained from the Client and Family Advisory Committee.

4.3 Women & Wellness - Update

Stuart Dorricott reported that the raffle tickets are being finalized. Jennifer Fisk asked that the tickets be given to Margaret when they are available so that they can be distributed to Board Members. There was a brief discussion about the program. Board Members were asked for contributions to a Board gift for the raffle table. Margaret will send a reminder about bringing contributions to the January Board Meeting. There will also be a call-out for event day volunteers.

4.4 Environmental Scan

The President highlighted the impact of some recent external developments. There was positive news about a funding announcement, but details are yet to be determined. She added that as budgets are being cut, partnerships will become more important. Her detailed report will be uploaded next month.

4.5 ED Report

The Executive Director reported about the recent announcement that 24/7 mental health and addiction services would be funded in Niagara. She provided background information and there was discussion about next steps.

There has been approval for a new partnership with Brock University. A David S. Howes Foundation grant will provide mental health supports to students on campus during identified stress times.

The final edits of the strategic plan have been submitted and the document should be presented for approval at the January Board Meeting.

5.0 CONCLUSION

5.1 Next Meeting

The next regularly scheduled Board Meeting will be held on Thursday January 24, 2019 at 6760 Morrison Street, Niagara Falls.

5.2 Adjournment

Andrew Bassingthwaight moved to adjourn the meeting at 6:47 p.m.



DATE: January 24, 2019

LOCATION: 6760 Morrison Street, Niagara Falls

TIME: 5:30 p.m.

PRESENT: Andrew Bassingthwaighte, Stuart Dorricott, Jennifer Fisk, Nauman Islam, Matthew Mahler, Lindsey Marois, Wendy Matthews, Susan Mifsud, Dawn Shickluna, Christopher Yendt, Tara McKendrick (ex-officio)

GUEST: Andrea Waters

PRESIDING: Jennifer Fisk

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 6:20 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Conflict of Interest

No conflict of interest was declared.

1.4 Presentation – Fund Development and Communications

The Executive Director introduced Andrea Waters, Fund Development and Communications Coordinator. Andrea spoke about her new role at the agency and highlighted anticipated fundraising and communications priorities over the next three to four months. She presented a summary of her activities with respect to the Ride Don't Hide event and identified several concerns about Niagara's involvement with a ride in 2019.

Moved by Andrew Bassingthwaighte, seconded by Dawn Shickluna, that CMHA Niagara put the Ride Don't Hide event in abeyance for a year. Carried.

Andrea Waters left the meeting at 6:55 p.m.

1.5 Roundtable Discussion

- Andrew reported that he was sitting on the President's Advisory Committee on Human Rights at Brock University
- Stuart shared a personal experience he had had with a family member at the hospital. Tara will share the story at relevant Niagara Health tables

2.0 APPROVALS

2.1 Consent Agenda

2.1.1 Executive (*P - Executive Committee Notes Jan 10 2019*)

2.1.2 Governance (*P - Governance Committee Minutes January 10th 2019; P - Policy Review Checklist*)

2.1.3 Finance (*DRAFT Investment Policy Statement (2017); P - Investment Policy Statement (May 2012)*)

2.1.4 ED Report (*P - 2019_01_24 ED Report*)

Stuart Dorricott requested that Item 2.1.3 be deleted from the Consent Agenda.

Moved by Christopher Yendt, seconded by Susan Mifsud, to accept the Consent Agenda of January 24, 2019 with the deletion of Item 2.1.3. Carried

2.2 Regular Agenda

It was identified that the business under Item 4.3 - Fund Development was addressed during the Item 1.4 presentation.

Moved by Andrew Bassingthwaighe, seconded by Christopher Yendt, to accept the Agenda of January 24, 2019 with the recognition that the Item 4.3 business was recorded under Item 1.4. Carried.

2.3 Minutes of December 13, 2018 Board Meeting

Moved by Matthew Mahler, seconded by Christopher Yendt, to accept the minutes of the December 13, 2018 meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Relocation Update

The Executive Director reported that construction is progressing toward a March 31 completion date. There was some discussion about a soft opening in early April with a grand opening later in the summer.

3.2 Women and Wellness - Update

Stuart Dorricott reviewed the prizes and reminded Board Members about returning their raffle tickets. Susan Mifsud described the order of the program and asked Board Members to share the social media posts of the event. The President encouraged attendance and thanked Stuart and Susan for their participation on the volunteer committee. It was noted that proceeds are being directed to the 264 Welland Avenue location.

4.0 NEW BUSINESS

4.1 Environmental Scan

The President reviewed the current government action, highlighting the recent and significant rumours about the LHINs being disbanded. She emphasized that as transfer payment recipients, the Board needs to understand that the ground has shifted. She also spoke about the recent local attention to suicide.

4.2 Strategic Plan

The President asked for approval of the 2019-2024 Strategic Plan, both public and detailed versions of which were pre-circulated.

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighe, to accept the 2019-2024 Strategic Plan. Carried.

4.3 Fund Development

This agenda item was addressed during the presentation in Agenda Item 1.3.

4.4 CAPS (Community Accountability Planning Submission)

The President provided some background about the CAPS (the financial budget and service targets submission) for LHIN funding. The two most recent Multi-Sector Service Accountability Agreements (M-SAAs) have simply been extensions of the 2014-17 M-SAA. There were concerns that the Board hadn't had opportunities to negotiate the terms of their contracts with the LHIN. The LHIN accepted some of the targets that were increased and rejected those that did not increase. The President suggested that there were three options regarding the submission, namely: (1) don't sign it back, (2) sign it back with conditions, or (3) sign it back. There was significant discussion at the Finance Committee about the risk of not being funded if the CAPS wasn't signed. The Executive Director reached out to Donna Cripps, the Executive Director of the HNHB LHIN, with the Board's concerns. Ms. Cripps was not aware of the Board's level of frustration and provided information about the Service Delivery Change form process.

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighte, to approve the revised 2018-19 CAPS Submission contingent upon a kindly worded letter indicating the Board's concerns. Carried.

The President will work with the Executive Director on this letter and then circulate it to the Board.

5.0 CONCLUSION

5.1 Next Meeting

The next regularly scheduled Board Meeting will be held on Thursday February 28, 2019 at 6760 Morrison Street, Niagara Falls.

5.2 Adjournment

Christopher Yendt moved to adjourn the meeting at 8:27 p.m.

Recorder Margaret Rankin

President Jennifer Fisk



DATE: February 28, 2019

LOCATION: 6760 Morrison Street, Niagara Falls

TIME: 6:00 p.m.

PRESENT: Andrew Bassingthwaighte, Stuart Dorricott, Matthew Mahler (arrived at 6:03), Lindsey Marois, Wendy Matthews, Susan Mifsud, Christopher Yendt, Tara McKendrick (ex-officio)

REGRETS: Jennifer Fisk, Nauman Islam, Dawn Shickluna

GUESTS: Sarah Beaton, David Mole

PRESIDING: Christopher Yendt

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 6:00 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Conflict of Interest

No conflict of interest was declared.

1.4 Presentation – Safe Beds Program

The Executive Director introduced Sarah Beaton, Program Manager, and David Mole, Safe Beds Worker. David presented information about two recent Safe Beds admissions. The circumstances surrounding their admissions were detailed and the recovery plans and outcomes were shared.

Sarah Beaton and David Mole left the meeting at 6:25 p.m.

1.5 Roundtable Discussion

- Christopher reported that he went to a homelessness strategy meeting in Niagara with Ian Masse
- Matthew attended the recent Women and Wellness event; he also attended a presentation on mental health issues in agriculture, noting that stigma tends to be greater in the agriculture community (due to isolation and rural factors)
- Susan was approached at the Women and Wellness event to speak to an attendee's church group; she has since done so, and Tara conveyed her appreciation to Susan
- Stuart went around to most of the tables at the Women and Wellness event to thank the attendees for their support
- Lindsey announced that she is expecting twins in August! Congratulations were extended by all
- Congratulations were also extended to Andrew when he shared that his fourth child was adopted last week!
- Andrew also added that he celebrated the Brock partnership (which started on Monday) with Sarah Pennisi

2.0 APPROVALS

2.1 Consent Agenda

2.1.1 Finance (*P - 2018-12-31 Balance Sheet; P - 2018-12-31 CMHA Income Statement Consolidated Board; P - 2018-12-31 CMHA Q3 IS and forecast 3 months; P - 2018-2019 Q3 Financial Report Narrative - Summary; P - SUMMARY Start up and Capital Budget - Justice Safe Beds; P - CMHA RFP_ for_ Audit_ Services (Sep2018)*)

2.1.2 Quality (*P - Q3 Client Safety Report Oct 1 to Dec 31 2018 Final Feb 21, 2019; P - Q3 2018-19 Client Experience Report Oct 1 to Dec 31 2018 FINAL Feb 21, 2019; P - Service Outcomes Quality Feb 20, 2019*)

Moved by Andrew Bassingthwaighe, seconded by Susan Mifsud, to accept the Consent Agenda of February 28, 2019. Carried.

2.2 Regular Agenda

Moved by Wendy Matthews, seconded by Lindsey Marois, to accept the Agenda of February 28, 2019. Carried.

2.3 Minutes of January 24, 2019 Board Meeting

Moved by Andrew Bassingthwaighe, seconded by Matthew Mahler, to accept the minutes of the January 24, 2019 meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Relocation Update

The Executive Director reported that construction is expected to be complete by March 31st. The move date is still to be determined, but Niagara Health is projecting that the site will be operational on April 15th. It is anticipated that tours involving partners, the community and the media will be scheduled in the week before April 15th.

4.0 NEW BUSINESS

4.1 Healthcare Restructuring

The Vice President noted that three items about the major transformation were included in the Board package. He added that the ground is changing constantly.

The Executive Director indicated that while there is still a lot of speculation, the latest information indicates that there will be between 30 and 50 Ontario Health Teams, instead of 5, and one central agency, named Ontario Health, to replace 14 LHINs in the province. The criteria to be an Ontario Health Team is still unknown. The Executive Director met with the hospital Vice President (at their invitation). She has also extended an invitation to the 16 mental health and addiction agencies as well as Pathstone and Contact Niagara. This meeting will be held on March 6th. Stuart Dorricott requested a summary from the March 6th meeting. The general feeling with the Niagara partners is that Niagara may be ahead of the game because of the partnerships that already exist. It was noted that CMHA Ontario has been very supportive.

The Vice President asked about the earlier announcement for 24/7 service. The Executive Director predicted that this funding would probably instead come through the Ontario Health Team for distribution.

The Executive Director suggested that there may be a need for an Executive Meeting before the Board meets in March. Andrew Bassingthwaight proposed that certain items should be shared with the Executive and the Executive will determine how best to disseminate the information to the full Board. The Vice President believed that the decision about what to share with the Executive could be made by the Executive Director.

4.2 ED Report

The Executive Director stated that one of her Performance Management objectives was to revise the ED reporting format in a way that the document could be tied to the strategic goals. Her first attempt at this was circulated. A

few points were highlighted. Karen Vanscoy, of Mental Health Solutions, has been hired as a consultant to address psychological health and safety across the agency. Optimus Consultants have also been hired to conduct an organizational effectiveness assessment. Finally, the Executive Director received an invitation from the HNHB LHIN Vice President. This meeting will be held tomorrow, Friday, afternoon.

The Chair commended the Executive Director on the new ED report format.

Moved by Andrew Bassingthwaighe, seconded by Susan Mifsud, to accept the Executive Director's Report of February 28, 2019. Carried.

4.3 Enterprise Risk Management Report

Stuart Dorricott reviewed this tool for naming, and then evaluating, risk across the agency. The document is initially reviewed by the Leadership Team and then is presented for review by the Finance Committee. The Board would be encouraged to come forward with any other ideas. There was discussion about the treatment of Board risks that aren't listed. The Executive Director clarified that risks should be named if they are not mitigated by policies and procedures. It was noted, for example, that there could be a risk with any potential naming of the new location, so consideration should be given to the development of a relevant donor policy in advance of any such opportunities. There was further discussion about the review process. The Executive Director stated that no one committee is responsible. The Finance Committee reviews the Finance risk and the Quality Committee reviews risks affecting quality. The document then comes to the Board for a collective review.

Moved by Andrew Bassingthwaighe, seconded by Stuart Dorricott, (1) that the Enterprise Risk Management items that require further discussion be identified, and (2) that the Governance Committee be tasked with seeking updated Terms of Reference from each Committee (that include language around organizational risk that will inform the Enterprise Risk Management Report) and (3) that the Finance Committee be tasked with making a recommendation to determine who owns the report. Carried.

4.4 ED Performance Management Targets

Documents pertaining to ED Performance Management were pre-circulated for the Board's information. It was noted that the categories and weightings will be used to evaluate ED performance. The ratings were simplified and specific competencies were identified.

Moved by Susan Mifsud, seconded by Lindsey Marois, to accept the ED 2018-2019 Performance Management Review report. Carried.

4.5 Women & Wellness Report

Stuart Dorricott presented a year over year summary and analysis of the Women & Wellness results to date. A debrief meeting of the Committee is being scheduled for early March.

4.6 AGM Planning

The Vice President provided background information about the recent by-law amendment affecting membership. This amendment resulted in an optional, rather than required, public AGM. It was agreed that the upcoming public event will be a celebration of the new St. Catharines location, instead of an AGM.

Moved by Andrew Bassingthwaighte, seconded by Wendy Matthews, that the AGM be held on June 20th, 2019 immediately following the regularly scheduled Board Meeting. Carried.

4.7 Board Policies - Update

Andrew Bassingthwaighte reiterated that the most recent By-law change involved the membership issue discussed earlier, under Item 4.6. He noted that the By-law needs to be better worded to match operations and, further, that it has been determined to be very legalese. A consultant, Liz Palmieri, has been hired to look at the By-law and the Policies and Procedures. There was a meeting earlier in the day to review a draft By-law that is shorter and cleaner. It will go to Governance Committee next week. Any revision will be presented at the AGM for approval. Liz Palmieri is also working to combine the Staff and Board Policies.

4.8 Board Membership and 2019-20 Executive Positions

The Vice President reviewed the existing Board Membership structure and noted that executive positions have terms of one year. Board Members were asked to notify the President if they wish to stand as members in 2019-20. Further, they are asked to relay any interest in standing for an executive position or in being a Committee Chair.

5.0 CONCLUSION

5.1 Next Meeting

The next regularly scheduled Board Meeting will be held on Thursday March 28, 2019 at 6760 Morrison Street, Niagara Falls.

5.2 Adjournment

Andrew Bassingthwaighte moved to adjourn the meeting at 8:35 p.m.

Recorder Margaret Rankin

Vice President Christopher Yendt



DATE: March 28, 2019

LOCATION: 6760 Morrison Street, Niagara Falls

TIME: 6:00 p.m.

PRESENT: Andrew Bassingthwaighte, Jennifer Fisk, Lindsey Marois, Susan Mifsud, Dawn Shickluna, Christopher Yendt, Tara McKendrick (ex-officio)

REGRETS: Stuart Dorricott, Matthew Mahler, Wendy Matthews

ABSENT: Nauman Islam

PRESIDING: Jennifer Fisk

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 6:00 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Conflict of Interest

No conflict of interest was declared.

1.4 Presentation

The presentation was deferred.

1.5 Roundtable Discussion

- Stuart learned through Mayor Sendzik that CMHA will receive \$12,000 from the Mayor's Invitational Golf Tournament
- Susan participated in the Women and Wellness debrief meeting and reported that there was good feedback and planning for next year's event
- Andrew had been asked to record a segment for the United Way campaign video for Brock

- Christopher gave four guest lectures at Niagara College last week and reported that they went really well and were well-received
- Dawn commented about the positive feedback she'd heard about the partnership with Brock

2.0 APPROVALS

2.1 Consent Agenda

2.1.1 Governance (*P - Governance Committee Minutes March 8th 2019; P - TOR Governance Committee 2018-2019; P - 2019_02_28 Annual Individual Director Self-Assessment Survey Results*)

2.1.2 ED Report (*P - 2019_03_28*)

There was a request to pull the ED Report from the Consent Agenda.

Moved by Andrew Bassingthwaighte, seconded by Susan Mifsud, to accept the Consent Agenda of February 28, 2019 with the deletion of Item 2.1.2. Carried.

2.2 Regular Agenda

The President requested that an item be added under Business Arising to reconsider the date for the AGM. The ED Report that was pulled from the Consent Agenda will also be added to New Business as Item 4.1. (The other New Business items will be renumbered accordingly.)

Moved by Andrew Bassingthwaighte, seconded by Dawn Shickluna, to accept the Agenda of March 28, 2019 with the addition of a Date for the AGM item under Business Arising from the Minutes, as well as a New Business item to discuss the ED Report. Carried.

2.3 Minutes of February 28, 2019 Board Meeting

Moved by Susan Mifsud, seconded by Christopher Yendt, to accept the minutes of the February 28, 2019 meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Date for AGM

The President reported that she will be unavailable on June 20th and suggested an alternate date of June 27th.

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighte, that the Annual General Meeting be held on June 27, 2019. Carried.

3.2 Relocation Update

An April 1, 2019 occupancy date has been established. Items are already starting to be moved to the site. The big move will happen on Saturday April 13th and service will start on April 16th. Christopher Yendt will speak on behalf of the Board at the Grand Opening to be held on Monday April 15th.

3.3 Healthcare Restructuring - Update

The Executive Director stated that the Expressions of Interest that describe the criteria are still outstanding. It was shared at the LHIN recently that there must be at least three health care providers and one has to be from hospital services and another from home care or community services.

Camille Quenneville, CEO of CMHA Ontario, was originally advising the we be early adopters, but she is now advising horizontal integration. The importance of a move toward integration was stated and it was recognized that CMHA Niagara is already a good partner with Niagara Health.

There will be another meeting with the partners on April 4th. The LHIN has given the Region funding for a Systems Planning position. This is a resource position only, and will work on what a Niagara Health team will look like. Rosalind Tarrant, Kelly Cimek and Vanessa Levay of the HNHB LHIN will be at the April 4th meeting to share what they know.

The President added that if the Expression of Interest criteria comes out and there is a tight deadline, then a meeting of the Executive may be called.

4.0 NEW BUSINESS

4.1 ED Report

The Executive Director elaborated, when asked, about the Crown Attorney's desire to implement an adult Mental Health Court in Niagara. They have met with two Program Managers and are consulting with Dr. Alkenbrack, a psychiatrist with a history of working with justice. The funding would come from the Ministry of the Attorney General, but this is at a very preliminary stage. There are no timelines or further details.

There was discussion about the meetings with Niagara Regional Police and Emergency Medical Services about protocols when both MCRRT and MHART respond to 9-1-1 calls. The Executive Director clarified the situation when both respond at the same time.

The Executive Director stated, when asked, that the LHIN responded positively about the service delivery change. They've asked for clarification about some numbers but there seemed to be definite support and cooperation. She added that status quo applies to items in progress, as the LHIN Board is being dismantled.

Moved by Christopher Yendt, seconded by Dawn Shickluna, to accept the ED Report as presented. Carried.

4.2 Compensation & Benefits Report

The Compensation & Benefits Report was pre-circulated. It was noted that absenteeism is down. The Executive Director stated that while this aligns with an operational goal, it may not be a measure of actual wellness.

There was discussion about the Bill 148 repeal. The Executive Director noted that the on call changes had been the most impactful item under Bill 148, and this was no longer applicable under Bill 47.

4.3 2019-22 Multi-Sector Service Accountability Agreement

The President noted that there were no changes to what was approved in January 2019.

Moved by Dawn Shickluna, seconded by Susan Mifsud, that the Canadian Mental Health Association, Niagara Branch approve the 2019-22 Multi-Sector Service Accountability Agreement with the HNHB LHIN. Carried.

4.4 Draft Bylaw - Update

A revised draft bylaw was included in the Board package. Andrew Bassingthwaighte stated that this draft represented a continuation of the conversation from last month. No decision has been made yet, but this revision will provide the Board with an opportunity to review the current status of the bylaw revision. There will be another meeting next Thursday, April 4th, to consider any final changes. The hope is to be able to make a recommendation to the Board in April. Board Members were asked to advise the Governance Chair about any concerns.

4.5 Social Media Policy

The Governance Committee identified that the Board was missing a social media policy.

Moved by Andrew Bassingthwaighte, seconded by Lindsey Marois, that the Board adopt the CMHA Staff Social Media Policy. Carried.

4.6 Board Member Photos

The Board photos that were taken in February were reviewed. It was agreed that Margaret would circulate them individually.

4.7 Official Opening

The Executive Director asked that Board Members invite individuals in their network to the public tours between 2 and 7 p.m. on April 15th. Andrea Waters has drafted correspondence that can be sent by her or a Board Member directly. Volunteers will be needed in the front reception to help the Willow Arts Community with their wall mural handprints and painted rock messages. There will also be tour guide opportunities.

5.0 CONCLUSION

5.1 Next Meeting

The next regularly scheduled Board Meeting will be held on Thursday April 25, 2019 at 6760 Morrison Street, Niagara Falls.

5.2 Adjournment

Dawn Shickluna moved to adjourn the meeting at 7:10 p.m.

Recorder Margaret Rankin

President Jennifer Fisk

DATE:	April 25, 2019
LOCATION:	6760 Morrison Street, Niagara Falls
TIME:	6:00 p.m.
PRESENT:	Andrew Bassingthwaighte, Stuart Dorricott, Jennifer Fisk, Matthew Mahler, Susan Mifsud, Dawn Shickluna, Christopher Yendt, Tara McKendrick (ex-officio)
REGRETS:	Lindsey Marois, Wendy Matthews
ABSENT:	Nauman Islam
PRESIDING:	Jennifer Fisk

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 6:03 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Conflict of Interest

No conflict of interest was declared.

1.4 Roundtable Discussion

- All Board Members present attended the Open House
- Stuart, Christopher, and Jennifer attended the CMHA Ontario Conference
- Susan and Christopher will be involved in the Crisis Intervention Training in May
- Andrew is participating in a United Way sponsorship video
- Jennifer thanked everyone for their input into her 360 assessment

2.0 APPROVALS

2.1 Consent Agenda

2.1.1 Governance (*P - Governance Committee Minutes April 4th 2019; P - Policies which apply to board members*)

2.1.2 Quality (*P - Service Outcomes Quality April 11, 2019; P - Terms of Reverence Service Outcomes Quality Committee 2018-2019 revised April 11[^]J 2019*))

2.1.3 President's Update (*President's Update_April 2019*)

Moved by Andrew Bassingthwaighe, seconded by Christopher Yendt, to accept the Consent Agenda of April 25, 2019. Carried.

2.2 Regular Agenda

Moved by Andrew Bassingthwaighe, seconded by Susan Mifsud, to accept the Agenda of April 25, 2019. Carried.

2.3 Minutes of March 28, 2019 Board Meeting

Moved by Dawn Shickluna, seconded by Christopher Yendt, to accept the minutes of the March 28, 2019 meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Official Opening

The Executive Director thanked everyone for attending. She noted that the entire day was very positive. All clients, staff and partners were extremely receptive.

4.0 NEW BUSINESS

4.1 ED Report

The Executive Director circulated w written report and highlighted several points. Responses were provided to additional questions from the LHIN about the COAST Service Delivery Change Form. Also, COAST relocated from 68 Church Street on April 27th.

Suggested future state design options have been received from Optimus Consultants. The impact and timing will be shared when the details are known.

The Health Care transformation and work with the Ontario Health teams is ongoing. The Executive Director is attending every meeting and has been asked to represent the Niagara Health and Addictions group. She noted that Nadine Wallace of Contact Niagara and Sean Baylis of Pathstone are also at this table. The self assessment is due on May 15th and it is important to meet this deadline

since funding is involved. The Niagara Region contract position is not to be used to facilitate Ontario Health Teams conversations. The Executive Committee members were reminded that they should be prepared to meet with short notice.

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighte, to accept the ED Report as presented. Carried.

4.2 Governance

Andrew Bassingthwaighte reported that the frequency of meetings has been reviewed at Governance Committee. It has been proposed that there be a total of two meetings per month - one for all Committee Meetings and a second for the Board Meeting. While it was recognized that this may result in some lengthier committee meetings, depending on certain quarterly reporting cycles, the advantages will include less repetition and less impact on the time required to make decisions at the Board level, all of which should help with recruitment and retention and may free up time for more strategic work at Board Meetings.

Moved by Andrew Bassingthwaighte, seconded by Christopher Yendt, that beginning at the start of the 2019-20 Board year, that the Board adopt a two-meeting-per-month schedule to streamline the activities of the Board. Carried.

The Board President Evaluation and Board Effectiveness Surveys will be sent on April 29th. Board Members were encouraged to complete both.

4.3 Finance

The Treasurer reviewed the Statement of Financial Position and the Consolidated Income Statement for the year ended March 31, 2019 as well as the draft annual budget for 2019-2020. He noted that wages were higher than last year's actuals, because of the new programs. He also reviewed the spending decisions which were made at year-end.

Moved by Andrew Bassingthwaighte, seconded by Matthew Mahler, to accept the Q4 Finance Report and the 2019-2020 Budget as presented. Carried.

The President noted that the Shoppers Drug Mart Beauty Gala will be held on May 4th. Proceeds from last year's event went to Women & Wellness. She added that Women & Wellness 2020 has been scheduled for February 20th and Elizabeth Manley will be the guest speaker.

4.4 Ontario Health Team Applications

This item was addressed in the ED Report under Agenda Item 4.1.

4.5 CMHA Ontario Conference

The general consensus was that while the keynote speakers were excellent, the governance items for Board Members were quite rudimentary. Feedback was provided and included a recommendation for more strategic discussions. The Executive Director acknowledged that the networking was beneficial because community partners were present. She thanked the Board Members for their attendance.

4.6 Relocation Debrief

The President conveyed appreciation to staff on behalf of the Board for the successful relocation outcome. The Treasurer provided some financing details that resulted from unanticipated fire code upgrade costs.

Andrew Bassingthwaighe enquired about the plan to move meetings to the new location. There was an additional suggestion to consider using the other sites for meeting venues. The Executive Director proposed that the Governance Committee review the Board orientation in order to incorporate the different sites.

4.7 Wellington Location

The Treasurer noted that Judy George will approach three commercial real estate agents in order to get an idea of a selling price less commission. The Finance Committee agreed that a full appraisal would not be required.

Moved by Andrew Bassingthwaighe, seconded by Christopher Yendt, that the Board discuss how to utilize the proceeds from the sale of 15 Wellington. Carried.

4.8 Partnership Update

The President asked for a motion to go in camera.

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighe, to go in camera. Carried.

The Board went in camera at 7:35 p.m.

Moved by Susan Mifsud, seconded by Dawn Shickluna, to go out of in camera. Carried.

The Board went out of in camera at 7:52 p.m.

5.0 CONCLUSION

5.1 Next Meeting

The next regularly scheduled Board Meeting was to have been held on May 30, 2019. There was a request to move it to the following Thursday.

Moved by Andrew Bassingthwaighe, seconded by Christopher Yendt, that the next Board Meeting be held on Thursday May 30, 2019. Carried.

5.2 Adjournment

Christopher Yendt moved to adjourn the meeting at 7:59 p.m.

Recorder Margaret Rankin

President Jennifer Fisk

DATE: May 30, 2019

LOCATION: 6760 Morrison Street, Niagara Falls

TIME: 6:00 p.m.

PRESENT: Andrew Bassingthwaighte, Jennifer Fisk, Nauman Islam, Lindsey Marois, Susan Mifsud, Christopher Yendt, Tara McKendrick (ex-officio)

REGRETS: Stuart Dorricott, Matthew Mahler, Wendy Matthews, Dawn Shickluna

PRESIDING: Jennifer Fisk

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 6:02 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Client Presentation

Kelly Falconer, COAST/MCRRT Program Manager, introduced a client guest speaker.

The two guests left the meeting at 6:20 p.m.

1.4 Conflict of Interest

No conflict of interest was declared.

1.5 Roundtable Discussion

- Christopher talked about the interview he had with Niagara This Week

2.0 APPROVALS

2.1 Consent Agenda

2.1.1 Executive (*P - Executive Committee Notes May 6 2019; P - Executive Committee Notes May 13 2019*)

2.1.2 Governance (*P - Governance Committee Minutes May 9th 2019; P - Board President Performance Evaluation - 2019; P - Annual (2019) Board Effectiveness Survey RESULTS*)

2.1.3 Quality (*P - Service Outcomes Quality May 8, 2019; P - Q4 Client Experience Report Jan 1 to Mar 31, 2019 FINAL DRAFT April 16, 2019; P - Q4 Client Safety Report Jan 1 to Mar 31 2019 DRAFT May 2 2019*)

Moved by Christopher Yendt, seconded by Nauman Islam, to accept the Consent Agenda of May 30, 2019. Carried.

2.2 Regular Agenda

There was a request that Item 4.10 be held in camera, and that Item 4.1 be moved ahead in the agenda.

Moved by Susan Mifsud, seconded by Lindsey Marois, to accept the Agenda of May 30, 2019 with a revision to the timing of Item 4.1, the Organization Effectiveness Restructure presentation. Carried.

2.3 Minutes of April 25, 2019 Board Meeting

Lindsey Marois requested and received clarification on the new Board Committee scheduling.

Moved by Andrew Bassingthwaighe, seconded by Lindsey Marois, to accept the minutes of the April 25, 2019 meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

Deferred to follow Item 4.1.

4.0 NEW BUSINESS

4.1 Organizational Effectiveness Restructure

Bruno Lizzotti, Human Resources Manager, provided a presentation.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Wellington Location

Moved by Nauman Islam, seconded by Lindsey Marois, that the Executive Committee will meet over the summer months to discuss the options related to the disposition of 15 Wellington Street and any associated funds. Carried.

3.2 Update from Board Member

The President asked for a motion to go in camera.

Moved by Susan Mifsud, seconded by Nauman Islam, to go in camera. Carried.

The Board went in camera at 7:12 p.m.

Moved by Susan Mifsud, seconded by Christopher Yendt, to go out of in camera. Carried.

The Board went out of in camera at 7:22 p.m.

4.0 NEW BUSINESS (Continued)

4.2 ED Report

The Executive Director presented her report. She highlighted the recent announcement about Ministry funding for housing, mobile crisis response teams, and child and youth mental health services, but indicated that the impact on CMHA Niagara is still to be determined.

She also noted that she had participated in the writing table to submit a readiness assessment for a Niagara Ontario Health Team. Twenty-six agencies, including CMHA Niagara, signed on as committed partners with others offering letters of support. The Ministry is reviewing the assessments and more information is expected in June.

Moved by Christopher Yendt, seconded by Lindsey Marois, to accept the ED Report for May 30, 2019. Carried.

4.3 Draft Audited Financial Statements and Audit Report

The President reviewed the Draft Audited Financial Statements and Audit Report.

Moved by Christopher Yendt, seconded by Nauman Islam, to accept the March 31, 2019 audited financial statements as presented. Carried.

Moved by Nauman Islam, seconded by Susan Mifsud, to accept the 2019 audit report as presented. Carried.

Moved by Christopher Yendt, seconded by Lindsey Marois, to recommend the audited financial statements be presented at the AGM on June 27, 2019 as presented. Carried.

4.4 Audit Services Recommendation

The matrix scoring of the proposals received resulted in a recommendation that Deloitte be our auditors for the next five years.

Moved by Christopher Yendt, seconded by Nauman Islam, to recommend that Deloitte be confirmed as auditor for CMHA Niagara for the next five years. Carried.

4.5 MSAA Compliance

Moved by Andrew Bassingthwaighte, seconded by Christopher Yendt, that CMHA has complied with all obligations under the MSAA during the period April 1, 2018 to March 31, 2019. Carried.

4.6 Ontario Health Team - Update

This item was covered in the ED Report.

4.7 Fund Development

Janice Arnoldi will remain as a fundraiser, but is resigning as Chair of the Women & Wellness Committee. The Fund Development Committee will meet to determine a new Chair.

The Executive Director presented recommendations regarding key messaging for a fundraising campaign. Christopher Yendt recommended that there needed to be more clarity about stats in order to be more relevant.

Moved by Nauman Islam, seconded by Christopher Yendt, to accept the recommendation to move forward with the development of key messaging for a fundraising campaign. Carried.

4.8 Bylaw Review

Andrew Bassingthwaighte asked the Board Members to review the bylaw and bring forward any question or concerns or any proposed changes to him or Christopher Yendt by June 15th.

4.9 Board Term Length Adjustments

The Vice President reviewed and explained the staggered board terms.

Moved by Nauman Islam, seconded by Lindsey Marois, to accept the Board term lengths as presented by Christopher Yendt on May 30, 2019. Carried.

4.10 ED Performance Management Q4 Report

The President asked for a motion to go in camera.

Moved by Lindsey Marois, seconded by Susan Mifsud, to go in camera. Carried.

The Board went in camera at 8:31 p.m.

Moved by Andrew Bassingthwaighe, seconded by Nauman Islam, to go out of in camera. Carried.

The Board went out of in camera at 8:52 p.m.

4.11 Year-End Updates

The President reminded Committee Chairs that year-end committee reports will be due for the June Board Meeting upload.

5.0 CONCLUSION

5.1 Next Meeting

The next regular Board Meeting will be held on Thursday June 27, 2019 at 6760 Morrison Street, Niagara Falls. The AGM will immediately follow the adjournment of this meeting.

5.2 Adjournment

Christopher Yendt moved to adjourn the meeting at 8:57 p.m.

Recorder Tara McKendrick

President Jennifer Fisk

DATE: June 27, 2019

LOCATION: Coppola's Ristorante, 203 Carlton Street, St. Catharines

TIME: 5:30 p.m.

PRESENT: Andrew Bassingthwaighte, Stuart Dorricott, Jennifer Fisk, Nauman Islam, Matthew Mahler, Lindsey Marois, Susan Mifsud, Christopher Yendt, Tara McKendrick (ex-officio)

REGRETS: Dawn Shickluna, Wendy Matthews

PRESIDING: Jennifer Fisk

1.0 GENERAL

1.1 Call to Order

The directors agreed by unanimous consent and declaration by the Chair that the meeting be called to order at 5:47 p.m.

1.2 Welcome

The Chair welcomed attendees to the meeting.

1.3 Conflict of Interest

No conflict of interest was declared.

1.4 Roundtable Discussion

- Stuart reported that he had delivered an \$18,000 cheque from Shoppers Drug Mart

2.0 APPROVALS

2.1 Consent Agenda

2.1.1 Executive (*P - Executive Committee Notes June 6 2019*)

2.1.2 Quality (*P - Service Outcomes Quality June 3, 2019*)

2.1.3 Organizational Future State Design (*P - CMHA Niagara - Organizational Future State Design - Final Report and High-Level Implementation Plan - Final Version - Apr 26 2019*))

2.1.4 ED Report (*P - 2019_06_27 ED Report*)

Moved by Christopher Yendt, seconded by Andrew Bassingthwaighe, to accept the Consent Agenda of June 27, 2019. Carried.

2.2 Regular Agenda

Moved by Andrew Bassingthwaighe, seconded by Lindsey Marois, to accept the Agenda of June 27, 2019. Carried.

2.3 Minutes of May 30, 2019 Board Meeting

Moved by Susan Mifsud, seconded by Lindsey Marois, to accept the minutes of the May 30, 2019 meeting. Carried.

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Update from Board Member

There was no update to report.

3.2 Bylaw Review

Andrew Bassingthwaighe had requested that any requests for updates to the Bylaw document be submitted by June 15th. Since none were received, he will recommend a motion.

Moved by Andrew Bassingthwaighe, seconded by Christopher Yendt, that the draft bylaw be brought forward for approval at the June 27, 2019 Annual General Meeting. Carried.

3.3 Ontario Health Team - Update

The Executive Director reported that there was no further update. The timelines have been moved and there is an expectation that more will be learned in July.

4.0 NEW BUSINESS

4.1 Board Member Resignation

The President announced that Wendy Matthews has regrettably resigned because of the time commitment involved in accepting a new employment offer.

Moved by Christopher Yendt, seconded by Matthew Mahler, to accept the resignation of Wendy Matthews. Carried.

4.2 Listing of 15 Wellington

The Treasurer reviewed the pre-circulated report that had been prepared by the Finance Manager.

Moved by Nauman Islam, seconded by Andrew Bassingthwaighte, that CMHA Niagara contract with Colliers International to sell 15 Wellington with a listing at \$595,000. Carried.

4.3 Quality - Proposed Indicators

Susan Mifsud introduced the proposed Scorecard indicators. She noted that attempts have been made to reduce the total number of indicators and it was agreed that significant progress had been made.

Moved by Lindsey Marois, seconded by Matthew Mahler, to accept the Quality Improvement Indicators as proposed. Carried.

4.4 Year-End Updates

The year-end committee reports were pre-circulated. It was noted that Andrew Bassingthwaighte had been wrongly included in the membership on the Executive Committee.

5.0 CONCLUSION

5.1 Next Meeting

The next regularly scheduled Board Meeting will be held on Thursday September 26, 2019 at 6760 Morrison Street, Niagara Falls.

5.2 Adjournment

Andrew Bassingthwaighte moved to adjourn the meeting at 6:14 p.m.

Recorder Margaret Rankin

President Jennifer Fisk