



Canadian Mental
Health Association
Niagara
Mental health for all

BOARD OF DIRECTORS MEETING MINUTES

Thursday, November 25, 2021 at 5:30 p.m.
Zoom - Virtual Meeting

LAND ACKNOWLEDGEMENT

Chris Ventura read the Land Acknowledgement.

CALL TO ORDER

Andrew Bassingthwaighte called the meeting to order at 5:36 p.m.

ESTABLISHMENT OF QUORUM

Present: Andrew Bassingthwaighte, Sarah Cacilhas, Leah Jeffery, Dawn Shickluna (left at 6:27 p.m.), Chris Ventura, Tara McKendrick (ex officio)
Regrets: Lindsey Marois, Matthew Mahler, Christopher Yendt
Guest: Heather Gillespie (left at 6:35 p.m.)

DECLARATIONS OF CONFLICT

No conflict of interest was declared.

AGENDA

The Vice President pointed to a new item on the agenda, Closed Session. He indicated that this agenda item will allow time for the discussion of sensitive issues if and when required.

Moved by: Sarah Cacilhas

Seconded by: Dawn Shickluna

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

Carried.

ACCREDITATION UPDATE

The Vice President invited Heather Gillespie to respond to any remaining questions about the upcoming accreditation survey. Heather approached this by playing the role of the surveyor in a Board interview simulation. Questions were posed and responses were discussed. Heather concluded the exercise by stating that the Board had met all of the Required Organizational Practices (ROPs) and that all high priority items had been addressed.

The Executive Director asked the Board to keep open the evening of Tuesday December 7th since the survey was likely to be scheduled during this time. Heather left the meeting at 6:35 p.m.

MINUTES OF THE PREVIOUS MEETING

Moved by: Lindsey Marois

Seconded by: Chris Ventura

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

Carried.

REPORT FROM THE EXECUTIVE DIRECTOR

- **November 25, 2021 ED Report**

The Executive Director noted that there had been one other positive COVID-19 case since her last report, but there was no workplace transmission.

The Board was asked to provide support in soliciting donors and sponsors. Targeted ask letters could be shared with employers, for example, and information about other potential leads should be shared. Chris Ventura offered to connect with the General Manager of BUSU. He also added that the Niagara Region Women's Advisory Committee could be contacted for possible interest in Women & Wellness.

There was an update about the Ontario Structured Psychotherapy. Niagara was not selected initially following the submission of interest, but an invitation has since been received to submit a full application to be a Service Delivery Site.

Moved by: Leah Jeffery

Seconded by: Sarah Cacilhas

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

Carried.

CONSENT AGENDA

2021-09-30 Consolidated Income Statement by Funder
2021-09-30 Consolidated Income Statement with Forecast
2021-09-30 Statement of Financial Position
2021-09-30 LHIN Administrative Performance Indicators
2021-09-30 LHIN Funded Programs Income Statement
Q2 Financial Report Narrative
Q2 Client Safety Report
Q2 Client Experience Report
Q2 Core Indicators Report
2020-21 ED Performance Management Worksheet
Minutes from the November 9, 2021 Committee of the Whole Meeting

Moved by: Sarah Cacilhas

Seconded by: Chris Ventura

That the Consent Agenda information be received.

Carried.

NEW BUSINESS

- Decision-Making Framework

The Executive Director reviewed the Ethics Framework and Decision-Making PowerPoint that had been pre-circulated. She reminded the Board that the Ethics Framework Manual can be found on the “Resources” page of the portal.

Background about the framework was provided. The tool considers the ethical factors involved in a decision. Examples were identified of when the tool has been used in past decisions as well as when it could be used in future decisions. The current framework continues to use CLEOS (Clinical, Legal, Ethical, Organizational, Systemic) factors, but it also considers the importance of client and family alignment.

Leah Jeffery commented that it was a wonderful tool.

OTHER BUSINESS

- Date of the December Committee of the Whole Meeting

There was discussion about whether the anticipated Accreditation meeting on December 7th would replace the regularly scheduled December 14th Committee of the Whole meeting. It was agreed that unless something unforeseen were to arise, the December 14th meeting would be cancelled. A poll will be circulated about interest in a virtual holiday social on this date.

The Vice President announced that Leah Jeffery will be taking a leave of absence from the Board in January due to an offer of college teaching. She will return in April. Congratulations were conveyed and Leah will continue to be included in Board communications.

There was no other business.

CLOSED SESSION

The Vice President asked for a motion to go in camera.

Moved by: Chris Ventura
Seconded by: Sarah Cacilhas

That the Board go in camera.

Carried.

The Board went in camera at 7:18 p.m.

Moved by: Sarah Cacilhas
Seconded by: Leah Jeffery

That the Board go out of in camera.

Carried.

The Board returned to a public forum at 7:34 p.m.

ADJOURNMENT

Leah Jeffery moved to adjourn the meeting at 7:35 p.m.

Recorder Margaret Rankin

Vice President Andrew Bassingthwaighte