

## Board of Directors Meeting Minutes

Thursday, October 27, 2022

Zoom - Virtual Meeting

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### LAND ACKNOWLEDGEMENT

The land acknowledgement was read by Andrew Bassingthwaighte.

### CALL TO ORDER

Andrew Bassingthwaighte called the meeting to order at 5:34 p.m.

### ESTABLISHMENT OF QUORUM

Present: Christopher Yendt, Andrew Bassingthwaighte, Matthew Mahler, Chris Ventura, Kelly Pilato, Tara McKendrick (ex officio), Bruno Lizzotti

Regrets: Sarah Cacilhas, Lindsay Marois, Faith Scott, Marlena Stadnik-Misner

Recorder: Sherry Riddick

### DECLARATIONS OF CONFLICT

No conflict of interest was declared.

### PRESENTATION

Bruno Lizzotti – Manager, People and Wellness



Recruitment  
Report.pdf

Andrew introduced Bruno Lizzotti. See attached slide deck above that Bruno provided about recruitment. There has been some turnover of staff and expansion of services. The presentation identified reason for staff leaving after conducting exit interviews, all of the statistics given were as of October 21, 2022. The sick leaves have been supported by HR with a safe return to work program after meeting with staff and union. Positions have been posted both internally and externally at the same time. Indeed site has been the most successful and gets the most views. Management postings are listed for 2 weeks, while non-management for

1 week. The most challenging positions to recruit for are for MCRRT because of the part time work. Andrew thanks Bruno for providing all the information. Matthew asked if Bruno connects with similar agencies locally to discuss similar struggles with recruitment. Bruno has connected with CMHA Ontario and they have had similar staffing levels. Although Bruno has not spoken to any agencies in our Region, the general feeling is the same after reviewing all the postings similar to ours. Andrew asked if hiring for union vs. non-union positions is any easier. It really depends on the posting, hiring for Finance has had challenges with finding someone with the education or CPA designation. Tara added the OHT partners are experiencing the same hiring issues. Lack of experience and qualifications have prevented more new hires. Must be innovative on ways to attract new staff by offering opportunities as working remotely and spreading the work amongst peers. Bruno exited the meeting at 6:08pm.

## **AGENDA**

The agenda was approved by all.

Moved by: Kelly Pilato  
Seconded by: Chris Ventura

**That the Agenda for the Board Meeting of October 27, 2022 be adopted as circulated**

**Carried.**

## **MINUTES OF PREVIOUS BOARD MEETING**

Moved by: Chris Ventura  
Seconded by: Kelly Pilato

**That the Minutes of the Board Meeting held Thursday June 23, 2022 be adopted as circulated.**

**Carried.**

## **CONSENT AGENDA**

Minutes from the October 11, 2022 Committee of the Whole Meeting

Moved by: Chris Ventura  
Seconded by: Kelly Pilato

**That the Consent Agenda information be received.**

**Carried.**

## **REPORT FROM THE EXECUTIVE DIRECTOR**

Tara provided the ED report for October, 2022.

**Annual Staff Appreciation event** was held September 30th at the Greg Frewin Theatre, with the committee reporting increased attendance over previous years. Staff awards were announced at an agency Town Hall on October 26 for “Our Values”, “Community” and “Leadership”.

An all agency virtual Town Hall was held on September 30 to acknowledge **National Day for Truth and Reconciliation/Orange Shirt Day**, with contributions and sharing from staff members reflecting on personal meaning and reflections of what they have learned, examples of actions they’ve taken etc.

**Grape and Wine Festival Grand Parade**, CMHA Niagara entry was a great success, with over 30 participants representing Board, leadership, staff, volunteers, family members and clients. Most rewarding (as shared by participants) was the extra cheering from the crowd when our float approached, and the individuals who stepped out of the crowd specifically to say “thank you” (goosebumps of good vibes!). Thank you to Board member Chris Ventura for carrying the banner the whole route!

The **Mental Health and Addictions Working Group (MHAWG)** of the Niagara Ontario Health Team (NOHT-ESON) reconvened after summer break on September 26, 2022, with recommendations presented for focus for Phase 2 of this groups work. On October 24, the MHAWG reached consensus on moving forward with three subcommittees, which will focus on 1) Ontario Structured Psychotherapy, 2) Case Management Continuum, and 3) Coordinated Access. The next steps are to identify membership on these subcommittees, to create terms of reference and project management frameworks for scope and work plans. If the Board is interested, the ED can provide a presentation of how these groups were decided on at a future Board meeting.

Through the Niagara Ontario Health Team (NOHT), the ED attended a blanket gifting ceremony on October 2, 2022. A **blanket was “gifted” to CMHA (and other NOHT partners) by Indigenous partners**, as a symbol of the shared commitment towards reconciliation and continued partnership. The NOHT is working to provide a shared message of the intent of this gift, which will be shared with the Board when available. Pictures of the ceremony were not allowed, and it was expressed that the ceremony was not to be shared in agency social media or other public spaces, and was to remain an intimate and private interaction. Further instructions were provided that the blanket is not to be stored or hung on a wall, and NOHT partners are brainstorming and sharing ideas of how to integrate the blanket into agencies in a respectful and meaningful way. More will be shared as available.

Fifteen key CMHA staff are participating in a **Project Management training program**, consisting of four sessions over October and November, learning the fundamentals of project management, and applying the concepts to case studies, and in reference to our internal Project Management toolkit (developed in 2021 but not yet implemented). These skills will strengthen the success and achievement of projects and objectives. Participants include all members of Leadership, as well as department coordinators and decision support.

**Recruitment continues for a Program Manager, Longer Term Services**, and has required a re-posting due to insufficient qualified and responsive applications. Other members of Leadership are covering duties and tasks in the interim, and are in agreement that it is preferred to wait for the right person,

rather than fill the position quickly. We are also taking this opportunity to assess what the agency needs rather than deferring to the status quo.

On October 13, 2022, CMHA Niagara received notification regarding timelines and approach of the **upcoming service accountability agreement (SAA's) renewal process for the 2023/24 fiscal year**. Memo #1 has been uploaded to portal for Board member information. Further information is pending at this time. Finance and clinical teams have started preparation work to bring forward to the Board according to timelines, and will be on Committee of the Whole agendas in coming months.

Moved by: Kelly Pilato  
Seconded by: Matthew Mahler

**That the ED Report of October 27, 2022 be accepted.**

**Carried.**

## **NEW BUSINESS**

Environmental Scan Discussion



Environmental Scan  
2020.pdf

Andrew presented the Environment Scan from 2020-21, which is to provide a stronger understanding of what we do as an agency at strategic level. See above embedded slide deck. Chris thought that it is a good time to discuss with all of the newly elected regional councillors in Niagara about the items on the environmental scan. Tara mentioned that there are some task forces in Niagara; Opioid Network, MHAWG, Mental Health and Addictions centre of Excellence, Niagara Suicide Prevention along with Public Health that would have statistics to include in the environmental scan. Andrew suggested to form a working group to create a new environmental scan for 2022-23. Start meeting in Nov and be able to report to the Board early in the new year. Kelly and Sherry offered to support and assist Andrew with this idea.

## **OTHER BUSINESS**

Link to Meeting survey: <https://www.surveymonkey.com/r/9CBHC59>

Moved by: Andrew Bassingthwaighte  
Seconded by: Christophe Yendt

**Carried.**

## **ADJOURNMENT**

Andrew Bassingthwaighte moved to adjourn the meeting at 6:52 p.m.