



Canadian Mental
Health Association
Niagara
Mental health for all

Board of Directors Meeting Minutes

Thursday, May 25, 2023

Zoom - Virtual Meeting

LAND ACKNOWLEDGEMENT

The land acknowledgement was read by Timothy Nelles.

CALL TO ORDER

Andrew Bassingthwaighte called the meeting to order at 5:43pm.

ESTABLISHMENT OF QUORUM

Present: Andrew Bassingthwaighte, Christopher Yendt, Kelly Pilato, Matthew Mahler, Timothy Nelles, Peter Fraser, Tara McKendrick (ex officio), Heather Gillespie

Regrets: Chris Ventura, Faith Scott, Marlena Stadnik-Misner, Marion Quigley

Recorder: Sherry Riddick

DECLARATIONS OF CONFLICT

No conflict of interest was declared.

COMMITTEE MEETING ITEMS

- **Finance Committee - Q4 Reports**



2023-03-31 DRAFT
CMHA Income Statem

Andrew invite Matthew to discuss the income statement for Q4. There were no red flags and the year ended with a minimum surplus. In September, there will a budget review. Tara will enquire about the Occupancy cost difference on the statement. It was noted that the budget reflected no dollars toward Professional Fees/Consultants, but the surplus was used to cover the cost. Tara will also confirm that the wage settlement increase was already incorporated into the budget. Only the first column on the income statement is submitted to the ministry.

Quality Committee –

Andrew introduced Heather Gillespie to give an overview for the following reports:

- Q4 Client Safety Report -



2023_05_09_Q4Report_ClientSafety_BOARD.

Every incident requires a two part incident report. The staff member completes the first part and then the clinical manager completes the second part. The clinical manager will review and provide recommendations or further discussion or possible debrief if necessary.

- Q4 Core Indicators Report



Q4 CORE INDICATORS REPORT

Historically, the core indicator report is based on the CAPs (Community Accountability Planning Submission), which the agency was unable to make changes to the targets. In March of 2023, the CAPs targets suggestions were excepted so that the Q1 for 2023 report will be more accurate. Many of the lower numbers in the report for Q4 are due to the lack of health human resources and programs could not reach capacity. The ministry is well aware of the issues during COVID with an increase of calls to COAST and the impact it had on the agencies service delivery.

- Q4 Client Experience Report



2023_05_09_Q4ClientExperience_FINAL.pdf

This report was to include the results of the OPOC (Ontario Perception of Care) tool for housing clients, but unfortunately there was a glitch in retrieving the data. Hopefully, the data will be available at the next quarter. Heather left the meeting at 6:50 pm.

- **Governance Committee** – No business at this time.
- **Executive Committee** - ED Compensation



20230420_BN_Board reEDSalaryIncreasefor

The briefing note above provided two options. Option 1 was to keep the compensation status quo, performance review completions, and require ED to wait for adjustments, finance/payroll to complete as separate activity, and impact new fiscal year budget with applicable retro adjustments, but would follow current Board process without additional letter of understanding. Option 2 was to align increases with the rest of the union staff. The Executive Committee met virtually on Tuesday May 2, in camera. Follow up was completed with a member who was not able to attend initial meeting. Executive Committee discussion resulted in identification of a third option for recommendation to the Board, which will be discussed on May 9, 2023 during Committee of the Whole.

Option 3:

Item #1 - Salary Grid

Item #2 - Board has the ability to exceed that guidance on a year by year basis

Item #3 - Realignment of Performance Reviews to the Financial Calendar vs. Board Calendar.

Final review in March, mid-term 6 months prior.

Timothy Nelles recommended Option 3. Everyone was in favour.

Moved by: Christopher Yendt

Seconded by: Timothy Nelles

That the option three as noted above for the ED salary increase, be accepted.

Carried.

AGENDA

The agenda was approved by all.

Moved by: Kelly Pilato

Seconded by: Matthew Mahler

That the Agenda for the Board Meeting of May 25, 2023 be adopted as circulated.

Carried.

MINUTES OF PREVIOUS BOARD MEETING

The minutes were approved by all.



2023_4_27 Board of
Directors Meeting Mii

Moved by: Matthew Mahler

Seconded by: Timothy Nelles

That the Minutes of the Board Meeting held Thursday April 27, 2023 be adopted as circulated. Carried.

CONSENT AGENDA



2023_5_9 COTW
Minutes.pdf

Moved by: Matthew Mahler

Seconded by: Kelly Pilato

That the Consent Agenda be adopted as circulated.

Carried.

REPORT FROM THE EXECUTIVE DIRECTOR

- The bi-annual **Guarding Minds at Work survey** has been shared with staff for completion, and we are looking forward to the results to inform potential workplace quality improvement actions to be taken. The survey is part of our requirements for Accreditation Canada standards, and is intended as a toll for staff members to provide anonymous feedback, by answering multiple questions, which are grouped into 13 factors which impact workplace wellness. CMHA Niagara adopted this model in 2015, and have completed it bi-annually, with the middle year being intended for improvement efforts on chosen factors. Survey results will be shared with the Board in future meetings, likely in Fall 2023 given summer hiatus.
- Executive Director co-presented an update of the Niagara Ontario Health Teams Mental Health and Addictions Working Group to the **Public Health and Social Service Committee of the Niagara Regional Council**, on May 9, 2023. The presentation was well received by committee members and resulted in media coverage which was helpful in spreading the message. Links to the recorded presentation, radio interview and written media coverage were shared with Board members by email earlier this month.
- Leadership is working with the Niagara Regional Police Service to apply for **grant through the Ministry of the Solicitor General which provides funding for mobile crisis response functions**. The pilot of MCRRT in Welland/Pelham ended March 31, 2023, which was funded by this grant previously. It has been identified that the money available is not enough to sustain the pilot model, nor provide an additional crisis team in the region, so options are being considered to utilize the grant opportunity. Grant submission is due July 2023.

- We are participating in activities of the **Fort Erie Corporate Challenge**, which included a 30 minute education session to virtual attendees about CMHA Niagara. In addition, there will be a third party event held on June 11, 2023 which will provide opportunity for a hot air balloon ride in exchange for a donation (minimum of \$5.00) to CMHA Niagara. Details can be found on the CMHA website for interested Board members. <https://niagara.cmha.ca/events/hot-air-balloon-rides-for-cmha-niagara/?occurrence=2023-06-11>
- A **Clinical Town Hall** was held on May 3, 2023 which included invitation to all clinical staff to attend a full morning of comradery and cross agency information. Each clinical program presented information on their specific programs to raise awareness and connection between all programs, which was well received and appreciated.
- CMHA Niagara participated in the **Fort Erie Native Friendship Centre Health Fair** on April 26, participating in ceremony and meeting attendees of the fair.
- Executive Director and Director of Service Quality and Capacity toured the **Bridge Housing program** in Niagara Falls on May 4, 2023. The visit was intended to improve knowledge of the program and consider potential partnerships between the program and CMHA Niagara. Clinical Leadership is looking at possibilities to propose to Bridge Housing partners for future considerations, acknowledging there is no current funding to support further resources. Bridge housing is a progressive short-term housing program. Staff work to address an individual's needs by acknowledging their trauma, addressing barriers and then connecting them to supports needed to get housing. The program connects individuals to their community and provides a supportive foundation that can ensure continuous successful permanent housing.

Moved by: Kelly Pilato
 Seconded by: Matthew Mahler

That the ED Report for May 2023 be accepted.

Carried.

NEW BUSINESS

- **Climate Survey** – Sherry will sending the Climate Survey out in the next couple days/week, please complete ASAP, results will be discussed next committee meeting.

OTHER BUSINESS

- Link to Meeting survey: <https://www.surveymonkey.com/r/FYRSVZ3>

ADJOURNMENT

Andrew Bassingthwaighte moved to adjourn the meeting at 7:45pm.