



MINUTES
BOARD OF DIRECTORS OF
CMHA WWD
NOVEMBER 26TH, 2015

Present: Janet Kaufman, Board President Patrick Fradley-Davis, Board Vice-President
Peter Kastner, Board Member
Molly Kriksic, Board Member Donnamarie Dunk, Board Member
Helen Fishburn, Acting Executive Director Don Roth, Director of Services
Jennifer Gleeson, Director of Services
Tom Everett, Director of Corporate Services & Finance
Heather Eddy, Director of HR & Organizational Development

Absent: Lynda Davenport, Board Member (with prior notification), Ben Soucie, Board Member (with prior notification), Craig Dieterle, Secretary-Treasurer (with prior notification), Dian Shannon, Board Member (with prior notification), Meredith Gardiner, Acting Director of Services (with prior notification), Dr. Raj Velamoor, Chief of Psychiatry (with prior notification), Jacqueline Marshall, Board Member (with prior notification), Avril Aves, Board Member

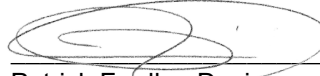
Recorder: Minerva Sánchez Rudman

Welcome and Introductions	
Call to Order; Declarations of Conflict	None declared
Consent Agenda	It was MOVED BY: Patrick Fradley-Davis THAT the consent agenda be approved with the addition of TD corporate resolution during the resources committee report. SECONDED BY: Donnamarie Dunk.
PQRE Board Report	Donnamarie spoke to the board report previously distributed and identified that the approval of changes to policy 3-005 will be deferred to the January board meeting. Molly and Janet provided feedback on the staff ethics training sessions they attended and suggested that the training for the remaining board members not be completed in the same format. Donnamarie suggested that given the board development component to this training that the training be the responsibility of the Governance committee. It was agreed that the Governance committee be tasked with the development and implementation of training. It was MOVED BY: Donnamarie Dunk THAT the committee report be received. SECONDED BY: Molly Kriksic. It was MOVED BY: Peter Kastner THAT the Board receive the results of the score cards items presented and the Incident Report Summary. SECONDED BY: Patrick Fradley-Davis.
Generative Discussion - Sentinel Event Review	Anna provided an overview of the Sentinel Event Reporting process. Helen noted that the need for the board to have a review of sentinel events is due to the system recommendations highlighted in the process of these reviews. Comments from board members highlighted the importance of leading by example and inviting community partners to join CMHA WWD in identifying areas for improvement, however these partnerships cannot be forced. In addition, the need for board members to focus on their responsibility to serve the CMHA WWD board but also the community at large.

	<p>Molly suggested that the key to having a successful event where community partners attend and participate in ongoing discussions would be to have the WWLHIN host such events.</p>
Governance Committee Report	<p>Patrick provided an overview of the committee's written report distributed.</p> <p>It was MOVED BY: Patrick Fradley-Davis THAT the Governance Committee Report be received. SECONDED BY: Peter Kastner.</p> <p>It was MOVED BY: Patrick Fradley-Davis THAT the Board approve the Committee Terms of Reference as presented. SECONDED BY: Peter Kastner.</p> <p>It was MOVED BY: Patrick Fradley-Davis THAT the Governance Policies, 5-034, 5-035, 5-036 be approved as presented. SECONDED BY: Donnamarie Dunk.</p>
Resources Committee Report	<p>In the absence of Resources Committee Members, Tom Everett provided a brief overview of the financial statements for the first 7 months.</p> <p>Helen added that a meeting with WWLHIN staff recently took place to review the current financial statements and forecasted surplus. Monthly meetings with the WWLHIN will be set up to review financial statements. Helen to meet with Service Directors to identify surplus that can be returned.</p> <p>A Board teleconference will be arranged to provide an overview of the proposed amount for return.</p> <p>It was MOVED BY: Patrick Fradley-Davis THAT the Board receive the financial statements as presented. SECONDED BY: Peter Kastner.</p> <p>Heather highlighted that of note on the HR indicators distributed the number of short term disability days from the beginning of the fiscal year have been added to indicator E4 – Absence Rate, which has increased the average number of days. Heather noted that a training indicator was added.</p> <p>It was MOVED BY: Donnamarie Dunk THAT the Board receive the financial statements as presented. SECONDED BY: Molly Kriksic.</p> <p>The committee terms of reference were deferred to January's board meeting.</p>
Discussion	
Board Goals	<p>Patrick provided an overview of the goals as distributed.</p> <p>Discussion on the board goals was deferred to January's board meeting.</p>
Consultation of CMHA Ontario on ED Performance	Deferred to January's board meeting.
Accreditation Canada Update	<p>Anna reported to the board that CMHA WWD has received accreditation status with commendations.</p> <p>Full overview of the accreditation report to be provided to the board at January's meeting.</p>
Dufferin Service Update	<p>Helen reported that a community consultation has taken place with seniors community partners. A consultation will take place next week with adult services community partners.</p> <p>A meeting has taken place with WWLHIN, CWLHIN, David Smith,</p>

	CMHA Peel CEO and Helen. A follow up meeting has been requested for 2 weeks from now to provide further information.
MCYS Lead Agency Update	Community launch took place this week. Approximately 30-40 people were in attendance. Overlap was present at the launch to initiate the engagement phase with community partners.
Ride Don't Hide	A stand-alone committee will be struck to headline this event. Due to an existing event in Guelph on June 26 th the event will likely be held in Kitchener-Waterloo. Molly to connect with Megan Brady, Communications Specialist, to identify any potential sponsors and cycling clubs to partner with for this event.
Adjournment	It was MOVED BY: Peter Kastner THAT the meeting be adjourned SECONDED BY: Donnamarie Dunk CARRIED.

Janet Kaufman
 Janet Kaufman
 President


 Patrick Fradley-Davis
 Vice-President