



MINUTES
BOARD OF DIRECTORS OF
CMHA WWD
JANUARY 28TH, 2016

Present: Janet Kaufman, Board President
Craig Dieterle, Secretary-Treasurer
Peter Kastner, Board Member
Jacqueline Marshall, Board Member
Meredith Gardiner, Acting Director of Services
Dr. Raj Velamoor, Chief of Psychiatry
Tom Everett, Director of Corporate Services & Finance
Patrick Fradley-Davis, Board Vice-President
Lynda Davenport, Board Member
Molly Kriksic, Board Member
Helen Fishburn, Acting Executive Director
Don Roth, Director of Services

Absent: Avril Aves, Board Member, Dian Shannon, Board Member (with prior notification), Donnamarie Dunk, Board Member (with prior notification), Jennifer Gleeson, Director of Services (with prior notification), Heather Eddy, Director of HR & Organizational Development (with prior notification)

Recorder: Minerva Sánchez Rudman

Welcome and Introductions	
Call to Order; Declarations of Conflict	None declared
Consent Agenda	It was MOVED BY: Lynda Davenport THAT the consent agenda be approved. SECONDED BY: Patrick Fradley-Davis CARRIED.
Minutes of November 26th, 2015	It was MOVED BY: Patrick Fradley-Davis THAT the Board ratifies the decisions arising from the November meeting as presented in the minutes and the minutes be approved. SECONDED BY: Molly Kriksic CARRIED.
Governance Committee Report	Patrick confirmed that recruitment will be initiated in the month of February to fill two board vacancies. It was MOVED BY: Patrick Fradley-Davis THAT the Governance Committee Report be received. SECONDED BY: Craig Dieterle CARRIED.
Fund Development Committee Report	It was MOVED BY: Molly Kriksic THAT the Committee Report be received. SECONDED BY: Patrick Fradley-Davis CARRIED. Molly clarified that although the policy does not clearly outline specific situations in which a donation would not be accepted these guidelines can be used to monitor donations. In addition the organization's ethical framework can be drawn upon. It was MOVED BY: Molly Kriksic THAT the governance policy Ethical Guidelines for Accepting Donations be approved as presented. SECONDED BY: Lynda Davenport CARRIED. It was MOVED BY: Molly Kriksic THAT the Fund Development Committee Terms of Reference be approved. SECONDED BY: Patrick Fradley-Davis CARRIED.
Resources Committee Report	Board acknowledged being in receipt of the Remittance Source Deductions. It was MOVED BY: Craig Dieterle THAT the Resources Committee Terms of Reference be approved. SECONDED BY: Ben Soucie CARRIED. Craig highlighted the surplus identified in the statement of operations (YTD) following the return of funds to the WWLHIN in December. Helen shared that she has been verbally notified by Bruce Lackner,

	<p>CEO WWLHIN, that base funding will be reduced due to CMHA WWD having had a surplus for the third year in a row.</p> <p>Helen provided an overview of the complex nature of the factors affecting the organization's finances. Strategies identified to address the current surplus include working closely with WWLHIN to align financial reporting, supporting system transformation, developing a service plan for larger budgets to improve funding utilization and increase software utilization to improve ability to make projections.</p> <p>Helen noted that the board will be presented with a proposed amount to be returned to the WWLHIN by no later than next board meeting.</p> <p>It was MOVED BY: Craig Dieterle THAT the Board receive the financial statements for the first nine months as presented. SECONDED BY: Ben Soucie CARRIED.</p> <p>Craig reported that following the initial submission of this budget a revision was received from the MOHLTC. The revision on the budget is a reduction of \$38,481 as final approvals have not yet been issued.</p> <p>It was MOVED BY: Craig Dieterle THAT the Board authorize Janet Kaufman and Craig Dieterle to sign the 2016-2017 Housing Budget, as reviewed, to be submitted to the MOHLTC. SECONDED BY: Lynda Davenport CARRIED.</p>
Discussion	
Board Goals	<p>Patrick presented the board goals.</p> <p>Janet noted that the Fund Development working group is no longer an Ad hoc working group but rather a Board Committee.</p> <p>It was MOVED BY: Patrick Fradley-Davis THAT the Board Goals be approved with change to Fund Development Committee. SECONDED BY: Peter Kastner CARRIED.</p>
Consultation of CMHA Ontario on ED Performance	<p>Peter proposed that given the nature of the relationship with CMHA Ontario consultation be sought related to ED performance.</p> <p>Following discussion it was agreed that the Governance Committee review Policy 2-003 ED Performance Management & Evaluation to provide a recommendation to the Board on this item.</p> <p>Janet requested that an inquiry be made of CMHA Ontario to identify if this is standard procedure for other CMHA branches. Peter offered to follow up.</p>
Emergency Mental Health & Addictions – Guelph Wellington Review Update	<p>Janet and Helen provided an update on the review.</p> <p>Helen added that a significant change has taken place and important improvements have been experienced already as a result of this review. Helen spoke to the improved working relationship between Homewood Health Centre, Guelph General Hospital and CMHA WWD.</p>
Rural Wellington Health Care Alliance Report	<p>Janet delivered a presentation regarding the Rural Wellington Health Care Alliance work and recommendations. Janet highlighted that the high priority recommendation with resource implications is the creation of two new roles (ED and facilitation/transition support), the report includes options for cost sharing if these costs. Next steps identified in the report include developing indicators from strategic priorities, report & action/implementation plan to be submitted to Steering Committee and report & action/implementation plan to be submitted to WWLHIN & member organization boards.</p> <p>Peter shared some of the history associated with the RWHC. Peter noted that recommendations stemming from the committee's meeting next week will likely be brought to the CMHA board at next board's meeting.</p>
Ride Don't Hide	<p>Molly provided an update on the progress the committee has made to date. The Township of Woolwich has been chosen as the starting</p>

	point for the ride. The board is asked to assist in identifying potential donors. The committee has identified their targets for the different donor levels (1Platinum \$10,000, 2 Diamond \$5,000, 3 Gold \$2,500).
Retirement of Dr. Raj Velamoor	The Board thanked Dr. Velamoor for his contributions to the organization and delivery of care to individuals accessing services.
Adjournment	It was MOVED BY: Patrick Fradley-Davis THAT the meeting be adjourned SECONDED BY: Molly Kriksic CARRIED.

Janet Kaufman
 Janet Kaufman
 President

Craig Dieterle
 Craig Dieterle
 Secretary-Treasurer