



**MINUTES**  
**BOARD OF DIRECTORS OF**  
**CMHA WWD**  
**SEPTEMBER 21<sup>ST</sup>, 2016**

**Present:** Janet Kaufman, Board President  
Craig Dieterle, Secretary-Treasurer  
Donnamarie Dunk, Board Member  
Jacqueline Marshall, Board Member  
Dian Shannon, Board Member

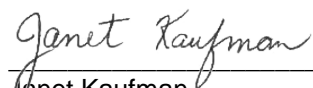
Molly Kriksic, Board Vice-President  
Patrick Fradley-Davis, Board Member  
Peter Kastner, Board Member  
Lynda Davenport, Board Member

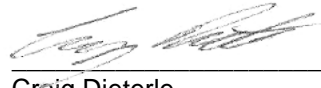
**Absent:** Rebecca Dufour, Board Member (with prior notification), Krista Hall, Board Member (with prior notification),

**Recorder:** Minerva Sánchez Rudman

**Via Teleconference**

<b>Welcome and Introductions</b>	
<b>Call to Order; Declarations of Conflict</b>	None declared
<b>Approval of Agenda</b>	It was <b>MOVED BY:</b> Peter Kastner <b>THAT</b> the agenda be approved. <b>SECONDED BY:</b> Lynda Davenport. <b>CARRIED.</b>
<b>MCYS Risk Assessment</b>	MCYS Risk Assessment, due September 30 <sup>th</sup> , requires electronic submission by board president following approval by the board. Document was also reviewed by Fred with MCYS Program Supervisor.  The assessment circulated highlighted the need for addressing HR items related to retention and recruitment. The board asks that the resources committee follow up on this.  It was <b>MOVED BY:</b> Donnamarie Dunk <b>THAT</b> the Board of Directors approve the Board President to Submit the MCYS Risk Assessment as presented. <b>SECONDED BY:</b> Craig Dieterle. <b>CARRIED.</b>
<b>Lead Agency Letter to the Minister</b>	Janet provided background information indicating the rationale for lead agencies to submit a letter to the Minister.  Lead agency Executive Directors have requested that the letter be submitted by September 21 <sup>st</sup> .  Minerva to send the letter via email if approved.  It was <b>MOVED BY:</b> Lynda Davenport <b>THAT</b> the Board of Directors support the submission of the Lead Agency Letter to the Minister as presented. <b>SECONDED BY:</b> Dian Shannon. <b>CARRIED.</b>
<b>Adjournment</b>	It was <b>MOVED BY:</b> Jacqueline Marshall <b>THAT</b> the meeting be adjourned <b>SECONDED BY:</b> Dian Shannon <b>CARRIED.</b>

  
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Janet Kaufman  
President

  
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Craig Dieterle  
Secretary-Treasurer