



Canadian Mental
Health Association
Waterloo Wellington

Association canadienne
pour la santé mentale
Waterloo Wellington

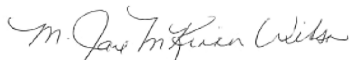
MINUTES
BOARD OF DIRECTORS OF
CMHA WW
OCTOBER 6TH, 2016


- Present:** Janet Kaufman, Board President
Lynda Davenport, Board Member
Molly Kriksic, Board Vice-President
Rebecca Dufour, Board Member (arrived at 6:55pm and departed at 7:45pm)
Donnamarie Dunk, Board Member
Krista Hall, Board Member
Patrick Fradley-Davis, Board Member
Peter Kastner, Board Member
Jacqueline Marshall, Board Member
Fred Wagner, Executive Director
Helen Fishburn, Senior Director of Services
Kate Reed, Service Director
Meredith Gardiner, Acting Director of Services
Tom Everett, Director of Corporate Services & Finance
Heather Eddy, Director of Human Resources & Organizational Performance
- Absent:** Craig Dieterle, Board Member (with prior notification), Dian Shannon, Board Member (with prior notification), Don Roth, Director of Services (with prior notification),
- Recorder:** Minerva Sánchez Rudman, Senior Executive Assistant

Welcome and Introductions	
Call to Order; Declarations of Conflict	None declared
Approval of Consent Agenda	It was MOVED BY: Molly Kriksic THAT the consent agenda be approved with the addition of Legal Mediation as an in-camera item. SECONDED BY: Jacquie Marshall. CARRIED.
Governance Committee Report	Patrick highlighted the committee workplan that was distributed in the agenda package. Peter offered an alternative to the board meeting debrief process which would involve assigning 2 board members to assess the meeting's effectiveness. The observers would provide a brief written summary to the Board President. There was support for this process. The Governance committee will outline the proposed debriefing process in terms of specific steps at next month's meeting. Governance committee will further explore the option of electronic voting via email. It was MOVED BY: Molly Kriksic THAT the Governance Committee report be received. SECONDED BY: Jacquie Marshall. CARRIED.
Resources Committee Report	In Craig's absence, Tom provided a verbal report. The committee has developed a workplan for this board cycle which was included in the Board package. The Canada Revenue Statement of Source Deductions dated April 2016 was reviewed by the committee. Tom will follow up with Canada Revenue regarding the delay in receiving a more up to date statement. The current financial statement was reviewed. Lynda noted that the increase in the staffing compliment from 374 to 394 accounts for the increased staffing expenses reflected in the financial statement. A revised format for financial statements will be provided to the Board in October which will give the Board a clearer understanding of budget variances, year end projections and actions for ensuring a balanced budget position at year end. It was MOVED BY: Lynda

	Davenport THAT the Resources Committee report be received. SECONDED BY: Krista Hall. CARRIED.
PQRE Committee Report	<p>Donnamarie expanded on the written report previously distributed. She noted that the committee will focus its work on developing new Dashboard indicators.</p> <p>It was MOVED BY: Donnamarie Dunk THAT the PQRE Committee workplan be approved. SECONDED BY: Jacqueline Marshall. CARRIED.</p> <p>It was MOVED BY: Donnamarie Dunk THAT the PQRE Committee Terms of Reference be approved. SECONDED BY: Molly Kriksic. CARRIED.</p>
Discussion	
6:55pm Revenue Diversification Strategy	<p>In follow up to the September Board retreat, Janet led a discussion on the merits of developing a revenue diversification strategy.</p> <p>The Board recognizes the need for revenue diversification and supports further work on developing a strategy for doing so. There was agreement that the ED proceed to develop a strategy and provide the Board with a recommendation regarding the feasibility of supporting a revenue diversification strategy.</p> <p>It was MOVED BY: Donnamarie Dunk THAT the Executive Director proceed with a study to assess the feasibility of pursuing a revenue diversification strategy for board consideration. SECONDED BY: Patrick Fradley-Davis. CARRIED.</p>
MCYS Lead Agency Role Change	<p>MCYS has informed lead agencies that, contrary to previous assurances, Lead Agencies will not have the authority to establish and manage financial contracts with core service providers. The overwhelming response from Lead Agencies has been grave concern about this change in direction. Representatives from The Consortium of Lead Agency will meet with the Deputy Minister on October 7 to seek clarification about the rationale for this change to voice concerns.</p> <p>Efforts are being made to organize a meeting between the MCYS Minister and Lead Agency Board Chairs but there has been no confirmation from the Ministry that the request will be granted.</p>
7:45pm Board Goals and Workplan	<p>Patrick reviewed the 2016/17 board goals proposed by Governance Committee:</p> <ol style="list-style-type: none"> 1. Identify and address any material over or under spend of organizational budget 2. Continue the process for monitoring organizational performance 3. Ensure that the Board and the organization will follow-up in a timely manner on all accreditation findings 4. Contribute to the advancement of CMHA at the provincial and national levels 5. Define degree of and approach to Income Diversification 6. Promote collaborative governance activities 7. Develop and implement a board development plan for enhanced board performance 8. Increase profile of board with staff 9. Establish, practice and grow a Generative Governance framework <p>It was MOVED BY: Patrick Fradley-Davis THAT the Board Goals be approved. SECONDED BY: Lynda Davenport. CARRIED.</p>
WWLHIN Board Quality Symposium	Board members attended the various governance sessions hosted by

	<p>the WWLHIN on Collaborative Quality Improvement Projects. Each LHIN sub region was asked to identify a collaborative QIP. The following projects were identified:</p> <p><u>Guelph</u>: improved transitions and care coordination for Mental Health & Addictions</p> <p><u>Cambridge and North Dumfries</u>: improved transitions and care coordination for chronic disease prevention and management</p> <p><u>KW</u>: improved transitions and coordinated care for palliative care</p> <p><u>Rural Wellington</u>: improved transitions and coordinated care for home and community care and primary care.</p> <p>A board representative is needed to attend the follow up session in Guelph on November 2. Donnamarie agreed to attend.</p>
Gala Conference	The annual Gala Conference is taking place on December 7 th . Registration details for the Gala will be distributed via email. The deadline for purchasing tickets is November 30 th , 2016.
In Camera	It was MOVED BY : Lynda Davenport THAT we move in camera. SECONDED BY : Patrick Fradley-Davis. CARRIED .
Minutes of June 22 nd , 2016	
Legal Mediation	
	It was MOVED BY : Peter Kastner THAT we move out of camera. SECONDED BY : Jacqueline Marshall. CARRIED .
Adjournment	<p>A debrief of the meeting concluded that:</p> <ol style="list-style-type: none"> 1. The reports were clear and provided the information needed to facilitate discussion and decisions. 2. The information provided was organized and easy to follow. 3. The chair encouraged participation by all directors. 4. Issues were discussed to the level required. 5. The meeting focused on strategic issues. 6. The meeting was productive. <p>It was MOVED BY: Donnamarie Dunk THAT the meeting be adjourned SECONDED BY: Lynda Davenport CARRIED.</p>


 Janet Kaufman
 President


 Craig Dieterle
 Secretary-Treasurer