



Canadian Mental
Health Association
Waterloo Wellington

Association canadienne
pour la santé mentale
Waterloo Wellington

MINUTES
BOARD OF DIRECTORS OF
CMHA WW
MARCH 30TH, 2017

Present: Janet Kaufman, Board President Molly Kriksic, Board Vice-President
 Craig Dieterle, Board Member Patrick Fradley-Davis, Board Member
 Krista Hall, Board Member (*via phone*) Jacqueline Marshall, Board Member
 Dian Shannon, Board Member
 Fred Wagner, Executive Director Helen Fishburn, Interim Senior Director
 Heather Eddy, Director of Human Resources & Organizational Performance (with prior notification)

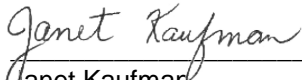
Absent: Peter Kastner, Board Member (with prior notification), Rebecca Dufour, Board Member (with prior notification), Lynda Davenport, Board Member (with prior notification), Donnamarie Dunk, Board Member (with prior notification), Meredith Gardiner, Acting Director of Services (with prior notification), Don Roth, Director of Services (with prior notification), Kate Reed, Director of Service (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: Patrick Fradley-Davis THAT the consent agenda be approved. SECONDED BY: Jacqueline Marshall. CARRIED.
Fund Development Committee Report	<p>CMHA Ontario has been in negotiations with CMHA BC regarding the Ride Don't Hide agreement with a specific focus on allowing Ontario Branches to retain a greater percentage of the proceeds of the event. CMHA BC has agreed to remove the non-compete clause from the 2017 agreement. Negotiations on a revised agreement will resume follow this year's event. Thus far we have 13 riders registered for the event and almost double the sponsorship dollars we received last year.</p> <p>It was MOVED BY: Molly Kriksic THAT the Fund Development Committee Report be received. SECONDED BY: Dian Shannon. CARRIED.</p>
Governance Committee Report	<p>Patrick provided an overview of the revisions being recommended for the ED Position Description and the Board President Position Description.</p> <p>It was MOVED BY: Patrick Fradley-Davis THAT the Governance Policies – ED Position Description and Board President Position Description be approved. SECONDED BY: Jacqueline Marshall. CARRIED.</p> <p>Patrick presented the governance diversity policy for approval.</p> <p>It was MOVED BY: Patrick Fradley-Davis THAT the Governance Policy – Diversity Policy be approved. SECONDED BY: Jacqueline Marshall. CARRIED.</p> <p>It was MOVED BY: Patrick Fradley-Davis THAT the Governance Committee Report be received. SECONDED BY: Craig Dieterle. CARRIED.</p>
Resources Committee Report	<p>Craig provided a verbal report.</p> <p>A surplus of funds in the amount of \$385,000 was returned to the WWLHIN in January largely related to unfilled shifts in Here24/7. An</p>

	<p>additional \$300,000 will be returned to the LHIN related to 1 time ehealth funding for projects that could not be completed in this fiscal year due to factors beyond CMHA WW's control. The WWLHIN has committed to supporting the e-health initiatives in the 2017-2018 fiscal year.</p> <p>It was MOVED BY: Craig Dieterle THAT the Resources Committee report be received. SECONDED BY: Patrick Fradley-Davis. CARRIED.</p>
Strategic/Generative Discussion	
Moving on Mental Health Lead Agency	<p>MCYS has not yet confirmed Lead Agency responsibilities. An upcoming Lead Consortium meeting may provide further information about the Ministry's position.</p> <p>Janet provided an update on a teleconference of Lead Agency board chairs that she participated in early March. The idea of a meeting of board representatives from the Lead agencies was proposed but no decision was reached on whether to proceed. Agreement amongst CMHA WW Board members that a local meeting with core service providers would be more beneficial.</p> <p>A brief overview was provided on the Core Services and Community Mental Health plans that require Board approval and must be submitted to MCYS by April 1, 2017.</p> <p>Helen noted that the local organizations involved in the Special Needs Strategy and Moving on Mental Health have agreed to create a joint steering committee, with operational subcommittees. In addition, the Special Needs Strategy Steering Committee has chosen Here 24/7 for its coordinated access point. It will be branded as "Here 4 Kids" with a launch date of January 1st 2018.</p> <p>It was MOVED BY: Molly Kriksic THAT That the Lead Agency Submission for the Core Services Plan and the Community Mental Health Plan be approved for submission. SECONDED BY: Dian Shannon. CARRIED.</p>
Approval of 2017/18 MSAA	<p>The 2017/18 MSAA was presented for approval. It does not deviate from the CAPS submission approved by the Board in September.</p> <p>It was MOVED BY: Patrick Fradley-Davis THAT That the MSAA be approved for submission to the WWLHIN. SECONDED BY: Jacqueline Marshall. CARRIED.</p>
Update on March 27 th Shared Governance Workshop	<p>Janet provided an summary of the Shared Governance Workshop that was held on March 27th on the topic of shared governance.</p>
Organizational Redesign – ED Accountability	<p>Deferred</p>
ED Performance Appraisal	<p>Janet provided an update on the process currently in place for the ED performance appraisal. To date the appraisal has focused exclusively on what the ED has achieved in a given year and has omitted any focus on how the goals were achieved. A more defined and comprehensive appraisal process is required and will be developed over the next several months using the LEADS Competency framework.</p> <p>Janet reminded the board of the hold-back component of the ED's salary. The Board will be asked to make a determination next month on how much of the holdback will be released based on the ED's attainment of the goals specified by the Board for fiscal year 16/17.</p> <p>Board members were in agreement with Janet's recommendation that she circulate some questions to them for feedback on the ED's performance</p>

AGM Format	The AGM date has been moved to June 22 nd to avoid a conflict with the Canada Day Long Weekend. Janet asked if board members were in favour of continuing to keep the format of the AGM simple as has been the case over the past few years. There was agreement to continue to with the current format.
In Camera	It was MOVED BY: Craig Dieterle THAT we move in camera SECONDED BY: Jacqueline Marshall CARRIED.
Minutes of February 23, 2017	
Cambridge Shared Leadership	
	It was MOVED BY: Patrick Fradley-Davis THAT we move out of camera. SECONDED BY: Dian Shannon. CARRIED.
Updates	Janet Kaufman provided the following updates for Board Members. The Town Hall hosted by Guelph MP Lloyd Longfield on Mental Health has been re-scheduled to April 24 th from 6:30 -8pm at the Evergreen Seniors Centre. The Joint Board meeting with Guelph FHT scheduled for April 12 th , 2017, will now include board members of the Guelph Community Health Centre. The location will be confirmed. The meeting will focus on mental health integration planning that has taken place with the 3 organizations. CMHA Ontario is planning a one day conference for Board Members on June 3 rd at the Downtown Toronto Hilton Hotel.
Adjournment	It was MOVED BY: Jacqueline Marshall THAT the meeting be adjourned SECONDED BY: Craig Dieterle CARRIED.


Janet Kaufman
President


Craig Dieterle
Secretary-Treasurer