



MINUTES
BOARD OF DIRECTORS OF
CMHA WW
MAY 31, 2018

Present: Janet Kaufman, President
Krista Walford, Secretary-Treasurer (*via telephone*)
Lynda Davenport, Board Member
Donnamarie Dunk, Board Member
Patrick Fradley-Davis, Board Member
David Pell, Board Member
Lyndsey Thomson, Professionals on Board
Fred Wagner, Executive Director
Helen Fishburn, Senior Director of Services & System Transformation
Heather Eddy, Senior Director People, Culture & Quality
Tim Lewis, Senior Director Finance & Organizational Performance

Mary Kriksic, Vice-President
Craig Dieterle, Board Member (*departed at 8pm*)
Katharina Markowiak, Board Member
Jacqueline Marshall, Board Member
Dian Shannon, Board Member

Absent: Peter Kastner, Board Member (with prior notification); Alison DeMuy, Director of Strategy & Innovation

Recorder: Minerva Sánchez Rudman, Senior Executive Assistant

Guests: Stacey Kraemer, KPMG; Kate Reed, Director of Services, Andy Best, Julie Nicholls

Welcome and Introductions	
Call to Order	
Declarations of Conflict	None declared
Approval of Agenda	It was MOVED BY: David Pell THAT the agenda be approved. SECONDED BY: Lynda Davenport. CARRIED.
Presentation of Financial Statements	<p>Janet welcomed Stacey Kraemer from KPMG to present the findings of the audit report, which was reviewed by the Resources Committee earlier this week.</p> <p>Stacey provided highlights of the audit:</p> <ul style="list-style-type: none"> • The audit resulted in a clean and unqualified report. • KPMG received full cooperation from management. <p>Tim Lewis provided a summary of the financial statements. Highlights include:</p> <ul style="list-style-type: none"> • The decrease in accounts payable is due to payables collected by the WWLHIN. • The expense for Big White Wall (2,000 worth of licenses) was reflected in the pre-paid expenses in the prior year. • The Income statement reflects an increase on the revenue line due to new funding: To prevent Opioid Addiction and Overdose, FACTT, and Targeted Walk-In Service, all of which were in-year funding. • Corporate expenses increased due to Big White Wall and the Business Intelligence solution. <p>Krista requested to have a correction made on the Independent Auditor’s Report to indicate that Non-profit Canadian standards were followed rather than Canadian Private Enterprises.</p> <p>It was MOVED BY: Krista Walford THAT the Audited Financial Statements and Report be presented to the members at the AGM. SECONDED BY: Craig Dieterle. CARRIED.</p>

Approval to Consent Agenda	It was MOVED BY: Dian Shannon THAT the consent agenda be approved. SECONDED BY: Mary Kriksic. CARRIED.
Strategic/Generative Discussion	
Children’s Waitlist	<p>Kate provided an overview of the current access to inpatient beds for children in the region.</p> <p>Presentation highlights:</p> <ul style="list-style-type: none"> • Grand River Hospital CAIP unit has 13 beds available for the entire region. These beds are often near or at capacity. • Quarterly partnership meetings provide input on the service and discuss system needs. • Statistics discussed during these meetings help to identify where system gaps exist, discharge diagnosis, and which areas have a higher rate of access for inpatient services. • A community meeting took place in February, led by Malcolm Maxwell CEO of Grand River Hospital, to identify ways to increase timely access to hospital beds. Dr. Heintzman was charged with leading a working group that will ultimately provide recommendations to the LHIN. CAIP has identified that adding 3 more beds to the unit would improve their ability to meet community needs. <p>Discussion:</p> <ul style="list-style-type: none"> • Is the length of stay related to pressures or need for a bed? <ul style="list-style-type: none"> ○ There is more demand than capacity. A person is only discharged once stable and can be discharged home or to another facility. • Are beds occupied 100% of the time? <ul style="list-style-type: none"> ○ Yes, most of the time, but it varies depending on the need. ○ Generally females in their teens have the highest average usage. ○ If the person is close to 18yrs of age and need inpatient services, Grand River Hospital has agreed to have them placed on adult beds, this is a temporary solution. • Are other hospitals in the province serving a large geographic area such as ours? Are other areas of the province experiencing a shortage of psychiatric inpatient services for youth? <ul style="list-style-type: none"> ○ Hospitals programs such as CAIP generally serve similarly sized geographic areas of the province. ○ Pressures on inpatient child and youth psychiatric beds are the same across the province ○ It’s difficult to identify the cause for the increase in inpatient admissions but causes could include a reduction in stigma and a lack of investment over the years in children’s mental health services. • Can the increase in access to services by youth mean less demand for services when they become adults? <ul style="list-style-type: none"> ○ That is the hope for outcome of early intervention.
Revenue Diversification	<p>Feedback was requested on the Yearly Tactical Metrics identified in the Briefing Note. Metrics would be incorporated into quarterly dashboards presented to the board.</p> <p>Feedback:</p> <ul style="list-style-type: none"> • Third party events need to be added to metrics. • Breakdown of the type of donations received would be helpful i.e. bereavement donations. • Identifying a minimum number of KPIs will allow the report to be strategic, further detail can be reviewed as needed. • The \$500,000 fund development goal identified is cumulative.

	<p>Questions for staff to consider in establishing metrics include:</p> <ul style="list-style-type: none"> • How will metrics be incorporated into the organizational dashboard? • Are other financial resources being measured so that the areas are integrated? • How will social impact initiatives be incorporated into the dashboard? • Is there a criteria identified for “high value donors”? Will the dashboard report on how the sources of funding/revenue impact specific programs?
Young Professionals on Board Feedback	<p>Lindsey Thomson provided feedback on her experience as part of the Young Professionals on Board Program.</p> <p>Lindsey shared that this has been a positive experience which will be difficult to match. She is pleased to hear that CMHA will be participating in the program again for the new Board cycle year. It was helpful to have a mental health background which is an area she was already passionate about and this experience expanded her knowledge of what boards do and how varied skills sets are needed to have a high functioning board. Lindsay added that staff are fantastic at working with U of G students who have placements with CMHA WW. These connections have been highly beneficial for herself and her students.</p> <p>Although this was her first board experience, Lindsay felt that she was able to contribute in a positive way to various discussions and would be happy to recommend CMHA as a placement for the Young Professionals on Board program.</p> <p>Janet thanked Lindsey on behalf of the Board for her contributions during her time with the CMHA Board.</p>
In Camera	It was MOVED BY: Jacqueline Marshall THAT we move in camera SECONDED BY: Craig Dieterle CARRIED.
Management Compensation	
ED Performance Review & 18/19 Goals	
17/18 ED Holdback	
	It was MOVED BY: Dian Shannon THAT we move out of camera. SECONDED BY: Katharina Markowiak. CARRIED.
Adjournment	It was MOVED BY: David Pell THAT the meeting be adjourned SECONDED BY: Jacqueline Marshall CARRIED.

Janet Kaufman
 Janet Kaufman
 President

Krista Walford
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 Secretary-Treasurer