

**Present:** David Pell, President  
 Anthony DiCaita, Secretary-Treasurer  
 Lynda Davenport, Board Member  
 Dana Hardy, Board Member  
 Jibrán Khokhar, Board Member  
 Julie Nicholls, Board Member  
 Irene Thompson, Board Member

Helen Fishburn, CEO  
 Barbara Farrell, Director of Finance  
 Meredith Gardiner, Director of Services

Katharina Markowiak, Vice-President  
 Andrew Best, Board Member  
 Donnamarie Dunk, Board Member  
 Somkene Igboanugo, New Professional on Board  
 Laura McNeilly, Board Member  
 Stacey Rous, Board Member

Heather Eddy, Director People & Culture  
 Alison DeMuy, Director Strategy & Innovation  
**Recorder:** Heather Snider, Team Lead, Administration

**Regrets:**

**Guests:** Brett Friesen, Manager Children’s Services

Agenda Item	Discussion and Actions
<b>Board Education Session</b>	<p>Heather Eddy, Director People &amp; Culture and Barbara Farrell, Director of Finance presented on <a href="#">Finance, People &amp; Culture at CMHA WW</a>. Highlights included an overview of funders and revenue sources, a breakdown of expenses and HR stats. Heather acknowledged the strong culture at CMHA WW, including training and development, coaching and a strong recognition program.</p> <p>Key challenges and opportunities include:</p> <ul style="list-style-type: none"> <li>• Provincial transformation</li> <li>• Fundraising</li> <li>• Pandemic Implications</li> <li>• Incorporating Virtual Care into Ongoing Care</li> <li>• Recruitment and Retention of Qualified Staff</li> </ul> <p>On behalf of the Board, Helen thanked Heather and Barbara for presenting.</p>
<b>Adverse Childhood Experiences</b>	<p>Brett Friesen, Manager Children’s Services presented on <a href="#">Adverse Childhood Experiences (ACEs)</a> and the ACEs Coalition of Guelph and Wellington.</p> <p><b>Discussion</b></p> <p>Funding for the Coalition is grant based, and at times partner organizations provide addition dollars that are mandated to ACEs. The Coalition continues to apply for ongoing funding, e.g., The Seed (via Trillium). Physicians who complete the ACEs training can apply these as College of Physicians and Surgeons of Ontario credits.</p> <p>Data collection is useful for grant applications and to bring attention to the issue. The Coalition is moving towards outcome-based data, which will support the continued success of this initiative.</p> <p>On behalf of the Board, Helen thanked Brett for his dedication to this initiative.</p>
<b>Welcome &amp; Call to Order</b>	<p>David welcomed Laura McNeilly to the Board. David shared that Dana Hardy recently received the Alumni with Impact Award from the University of Guelph.</p>

Agenda Item	Discussion and Actions
Declarations of Conflict	None declared.
1.0 Approval of Consent Agenda	It was duly <b>MOVED</b> and <b>SECONDED</b> that the consent agenda be approved (Irene Thompson, Donnamarie Dunk). <b>CARRIED</b> .
2.0 Resources Committee Report	<p>Anthony DiCaita and Barbara Farrell highlighted some items from Q3 reporting, including plans to spend surplus dollars. A balanced budget is forecasted for year-end.</p> <p><b>ACTION:</b> The Committee will present the final budget the March Board meeting.</p> <p><b>Integrated Youth Services Network – Fergus Lease</b></p> <p>CMHA WW is a key partner in the Integrated Youth Services Network (IYSN). There are seven hubs, with each site hosted by a key partner. The Fergus site at 900 Tower St. is owned by Skyline Group and is currently occupied by Big Brothers Big Sisters of Centre Wellington and Family Counselling and Support Services Guelph Wellington. The proposal is to use the remaining vacant space for the “Skyline Youth Hub.”</p> <p>The negotiated lease is for a fixed-rate, 15-year term below market rent, including a \$600k donation by Skyline Real Estate for the value of the leasehold improvements.</p> <p>The IYSN has initiated a \$10M fundraising campaign and has committed to paying the annual lease for the first two years. The goal of the campaign is to cover the ongoing costs of all youth hub sites. As well, the IYSN is working towards securing ongoing, sustainable government funding for these costs. CMHA WW has been asked by the IYSN to bear the full annual cost of the lease after two years should ongoing funding not be secured. Helen noted that we expect youth mental health funding to expand in the coming years.</p> <p><b>Additional Information</b></p> <ul style="list-style-type: none"> <li>• The lease was reviewed by CMHA WW legal counsel. One minor amendment was suggested and has received verbal approval from Skyline.</li> <li>• A Memorandum of Agreement exists with IYSN partners. All other youth hub sites are hosted by IYSN partners, including the CMHA WW Woolwich building.</li> <li>• The lease requires CMHA WW to be responsible for utilities and a share of the common operating costs (with IYSN). Insurance is not costed in the lease.</li> <li>• CMHA WW has the ability to sublease at any point, provided the tenant aligns with the youth hub. CMHA WW can terminate the lease after 10 years.</li> <li>• Should CMHA WW be required to assume the costs in future, operational dollars would be used.</li> </ul> <p>The risk to CMHA WW is bearing the full annual cost (\$91k/year) of the lease after two years. Helen shared that CMHA WW is comfortable with the risk, given the success of the IYSN fundraising campaign, and the expectation to secure government funding.</p> <p>It was duly <b>MOVED</b> and <b>SECONDED</b> that the Board approve entering into this lease, contingent upon Skyline accepting the proposed lease amendment. (Andrew Best, Stacey Rous) <b>CARRIED</b>.</p> <p><b>ACTION:</b> Helen will update the Board as this moves forward.</p>

Agenda Item	Discussion and Actions
<p><b>3.0 Helen’s Update</b></p>	<p>Helen introduced Meredith Gardiner, Director of Services (Adults &amp; Seniors). Helen highlighted the following issues from her CEO Report.</p> <p><b>COVID Community Updates &amp; Redeployment</b></p> <p>We continue to see devastating outbreaks in long term care and significant outbreaks across the shelter system and at the University of Guelph. Redeployment requests come through OHTs. CMHA WW staff are participating in voluntary redeployment and providing onsite mental health support to staff in long term care residences. Our challenge is to balance community service needs with the system in crisis.</p> <p><b>Vaccination Pivot</b></p> <p>Due to the vaccine supply shortage, the distribution strategy has been adapted from a phased-in approach to mass vaccination. Regional vaccine taskforces are exploring options for large vaccination sites and are focusing on promoting “vaccine confidence.”</p> <p><b>Contentious Complaints</b></p> <p>Helen shared that as the pandemic has progressed, we have seen an increase in contentious complaints, some of which involve the Information and Privacy Commissioner of Ontario.</p> <p><b>Q&amp;A with Helen</b></p> <p>Helen noted that after many months of working through this pandemic, our staff are tired and continue to juggle a lot. Compassion fatigue sessions have been well received. Bell Let’s Talk Day was encouraging, and we had a large social media presence and extensive media coverage. Board members expressed heartfelt appreciation for our staff and the work we do.</p> <p>We will continue with two office hubs until provincial stay-at-home orders cease. Other sites are open as needed for face-to-face appointments or clinics.</p> <p>The Board discussed pressures staff and Board members are facing due to the current intensity of the pandemic.</p> <p><b>ACTION:</b> We will pause on Committee meetings in February and resume in March.</p>
<p><b>4.0 In Camera Meeting</b></p>	<p>It was duly <b>MOVED</b> and <b>SECONDED</b> that the Board move in camera (Lynda Davenport, Jibrán Khokhar). <b>CARRIED.</b></p> <p>It was duly <b>MOVED</b> and <b>SECONDED</b> that the Board move out of camera (Lynda Davenport, Katharina Markowiak). <b>CARRIED.</b></p>
<p><b>5.0 Closing and Debrief</b></p>	<p>It was duly <b>MOVED</b> and <b>SECONDED</b> to adjourn the meeting (Lynda Davenport, Katharina Markowiak). <b>CARRIED.</b></p>



David Pell  
President



Anthony DiCaita  
Secretary-Treasurer