

- Present:**
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| <p>Katharina Markowiak, President (virtual)
 Dana Hardy, Board Member at Large
 Neil Dunsmore, Board Member
 Lisa Hood, Board Member
 Jibrán Khokhar, Board Member
 David Pell, Board Member</p> <p>Helen Fishburn, CEO
 Heather Eddy, Director People & Culture
 Meredith Gardiner, Director of Services
 Jeff Stanlick, Director of Services</p> | <p>Irene Thompson, Vice-President (Chair)
 Anthony DiCaíta, Secretary-Treasurer
 Julia Goyal, Board Member
 Somkene Igboanugo, Board Member
 Laura McNeilly, Board Member
 Stacey Rous, Board Member</p> <p>Alison DeMuy, Director Strategy & Innovation
 Barbara Farrell, Director of Finance
 Krista Sibbilin, Director of Services
 Anna Tersigni Phelan
 Director Quality & Risk and Chief Privacy Officer</p> |
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- Guests:**
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| <p>Chris Trivett, IT Manager
 Bahar Tajrobehkar, JEDI Lead
 Cyndy Dearden, Executive Director The Grove</p> | <p>Joe Camilleri, Product Manager –
 Research/Development, Securewise
 Jeff Hoffman, Interim Executive Director The Grove</p> |
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- Recorder:** Heather Snider, Team Lead Administration

Agenda Item	Discussion and Actions
Board Education Session – CMHA WW Information Technology Update	<p>Joe Camilleri and Chris Trivett presented an IT Update, including progress to date on CMHA WW’s three-year IT Plan.</p> <p>Discussion - Phishing, spam, malware</p> <ul style="list-style-type: none"> Staff awareness training is currently conducted. We will augment this in the coming months, including phishing testing and education on identifying fraud. We welcome staff reporting on this – it’s an opportunity for education and for us to understand what’s going on in our system. We are also ensuring that our system is not vulnerable to these emails.
1.0 Welcome, Call to Order	<p>Irene Thompson welcomed Board members.</p>
2.0 Land Acknowledgement	<p>Neil Dunsmore shared a land acknowledgement.</p>
3.0 Declaration of Conflict of Interest	<p>No other conflicts were declared.</p>
4.0 CMHA WW Equity, Inclusion, Diversity & Anti-racism (EIDAR) Strategic Plan	<p>Bahar Tajrobehkar presented the CMHA WW 2023-36 Equity, Inclusion, Diversity & Anti-racism (EIDAR) Strategic Plan, followed by a discussion with Board members.</p> <p>Metrics & data</p> <ul style="list-style-type: none"> For each initiative in the plan, there is at least one metric that allows us to track improvement, implementation and feedback. Establishing baseline metrics on staff awareness/leadership awareness refers to our staff and leaders understanding where they are at in their EIDAR journey. Ontario Health recently updated the required client demographic data package, which we will comply with. Items related to the Accessibility for Ontarians with Disabilities Act (AODA) are included in the plan.

Agenda Item	Discussion and Actions
	<p>Staff training</p> <p>A number of EIDAR training opportunities are available for staff.</p> <ul style="list-style-type: none"> All staff are required to take Unconscious Bias training. This is an external, online training through Centre for Diversity & Inclusion (CCDI). Tackling Racism in the Workplace (external, more extensive) – our goal is for all staff to be offered this training. We are exploring additional trainings in various online and self-directed formats, as well as opportunities to embed training into onboarding. <p>Governance role</p> <p>The Board oversees development and implementation of the CMHA WW Strategic Plan, which aligns with the Ontario Health EIDAR Framework. Board members discussed the need to ensure the role of governance is embedded into the strategic plan, and in particular the role of governance oversight and participation in CMHA WW EIDAR initiatives. We can also ensure this is embedded in governance policies and Board recruitment practices.</p> <p>The Board can also take part in demographic data collection, and Board members are invited to participate in all CMHA WW EIDAR trainings.</p>
<p>5.0 The Evolution of The Grove and Implications for CMHA WW Governance</p>	<p>Cyndy Dearden shared the historical context of The Grove youth hub.</p> <p>The youth hub model is based on intervention and prevention. Multiple service providers operate out of The Grove and provide services for youth age 12 to 26 years. Integrated care is currently provided at five different sites across Guelph Wellington, and the Guelph YMCA and CMHA WW – Woolwich Street sites will open in 2023. Statistics to date indicate many youth who present for help are coming through the recreational stream.</p> <p>CMHA WW is the backbone organization for The Grove. The Grove staff are CMHA WW employees and receive the same onboarding, training and support as CMHA WW staff.</p> <p>The Grove has its own Equity, Diversity, Inclusion and Indigenous Inclusion Plan, out of which came an implementation plan. Youth are mentored and empowered to lead this and ensure the vision comes to fruition.</p> <p>Discussion – Role of CMHA WW and Governance</p> <p>While important to note that The Grove maintain its identity and be driven by the voice of youth, the fiduciary responsibility of The Grove lies with the CMHA WW Board of Directors. This governance role is outlined in <i>The Grove Wellington Guelph and The Canadian Mental Health Association Waterloo Wellington Guiding Operational Principles</i> (shared in this Board package).</p> <p>The complexity and risk that have been identified by The Grove through the pandemic show the need for a formal reporting relationship to the Board. As such, a Grove Governance Committee of the CMHA WW Board is being proposed. As well, Helen and Senior Leadership will continue to report on The Grove through the monthly CEO Report and at Board Committee meetings.</p>

Agenda Item	Discussion and Actions
	<p>ACTION: The Governance Committee will take this back for review, and will include The Grove considerations during the upcoming Ontario Not-for-profit Corporations Act review.</p> <p>Additional discussion:</p> <ul style="list-style-type: none"> • Cyndy Dearden has been seconded to support provincial youth hub implementation, Jeff Hoffman has assumed the role of Interim Executive Director, The Grove. • Irene Thompson noted that she represents the University of Guelph at The Grove Partnership Table. • The Campaign Cabinet has raised \$12.8M of the overall \$15M campaign goal. • Board members are welcome to visit a Grove site at any time.
<p>6.0 Approval of Consent Agenda</p>	<p>It was duly MOVED and SECONDED to approve the April 27, 2023 CMHA WW Board minutes (Anthony DiCaita, Lisa Hood). CARRIED.</p> <p>It was duly MOVED and SECONDED that the consent agenda be approved (Laura McNeilly, Neil Dunsmore). CARRIED.</p>
<p>7.0 Resources Committee Report</p>	<p>Barbara Farrell reviewed the 2022-23 Draft Audited Financial Statements. We had a successful audit and Stacey Stahlmann, KPMG Auditor attended the May 15, 2023 Resources Committee meeting to review these in detail.</p> <p>Discussion</p> <ul style="list-style-type: none"> • The Auditors are aware of the financial risks related to the Woolwich Building. These do not apply to the 2022-23 financial year. • No outstanding issues or concerns were noted in the report. • There were no corrected or uncorrected misstatements identified this year. There is one identified misstatement that is a carry-over from 2021-22; this relates to the difference between severance provision recorded in 2021-22, compared to the employment standard act calculation. <p>Anthony DiCaita noted that the Resources Committee met with Auditors in camera. The Auditors were very pleased with the audit process and commended Barbara and the Finance Team.</p> <p>It was duly MOVED and SECONDED that the 2021-22 Audited Financial Statements report be approved and presented to Members at the June 22, 2023 Annual General Meeting (Neil Dunsmore, Somkene Igboanugo). CARRIED.</p> <p>It was duly MOVED and SECONDED that the May Resources Committee report be accepted (David Pell, Neil Dunsmore). CARRIED.</p>
<p>8.0 Board Recruitment Update</p>	<p>Irene Thompson shared that we have conducted two series of interviews thus far. The committee will be meeting to debrief and determine if recruitment needs to continue.</p>

Agenda Item	Discussion and Actions
<p>9.0 In Camera Meeting (6:59 – 7:59 pm)</p>	<p>It was duly MOVED and SECONDED to move in camera for updates on the Woolwich Building and OPSEU Negotiations (Neil Dunsmore, Julia Goyal). CARRIED.</p> <p>It was duly MOVED and SECONDED to move out of camera (Neil Dunsmore, Lisa Hood). CARRIED.</p>
<p>10.0 Helen’s Update and Q&A</p>	<p>Helen highlighted the following from her May Board report:</p> <p>Run for Women – this was an extremely successful event. We had the highest number of runners ever, numerous dignitaries attended, and we raised over \$160K for CMHA WW clinical programs to support women’s mental health. We were also the recipient of the Champion of Change award, presented to a team or individual who demonstrates exceptional work through fundraising and team recruitment in a way that builds the Run for Women community and supports women’s mental health programs.</p> <p>System Work – there is lots of work happening provincially, regionally and locally. OHTs are very busy.</p> <p>All Staff Meeting in June – we will focus on staff recognition and appreciation.</p> <p>Medical Team – we have been working with our physicians to establish a Medical Advisory Committee and the Physician Lead role, which will be an opportunity for an internal CMHA WW physician. These initiatives also align with our accreditation preparation.</p> <p>988 Call Number – 988 is a national suicide prevention call number that will go live in November 2023. Callers may be redirected to a local coordinated access line, such as Here 24/7, where available. We submitted an expression of interest in March. This will tie in with existing plans to modernize Here 24/7, which includes texting as a method of communication. The Centre for Addictions and Mental Health (CAMH) has an existing model that we will be exploring.</p>
<p>11.0 Closing and Debrief</p>	<p>Irene noted that this is Jibran Khokhar’s last meeting with the Board. We are extremely grateful for Jibran’s contributions over the years, and look forward to him continuing with the Performance, Quality, Risk and Ethics Committee.</p> <p>It was duly MOVED and SECONDED to adjourn the meeting (Neil Dunsmore, Dana Hardy). CARRIED.</p> <p>The meeting was adjourned at 8:04 pm.</p>



Katharina Markowiak, President



Anthony DiCaita, Secretary Treasurer