

**Present:**

<p>Katharina Markowiak, President Anthony DiCaita, Secretary-Treasurer Sean Bradley, Board Member Julia Goyal, Board Member Somkene Igboanugo, Board Member David Pell, Board Member</p> <p>Helen Fishburn, CEO Heather Eddy, Director People &amp; Culture Jeff Stanlick, Director of Services</p>	<p>Irene Thompson, Vice-President Mariah Blake, New Professional on Board Neil Dunsmore, Board Member Lisa Hood, Board Member Deanne Metzloff, Board Member</p> <p>Alison DeMuy, Director Strategy &amp; Innovation Barbara Farrell, Director of Finance Anna Tersigni Phelan Director Quality &amp; Risk and Chief Privacy Officer</p>
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**Recorder:** Taylor Hoekstra, Executive Assistant

**Regrets:** Dana Hardy, Board Member at Large  
Heather Snider, Team Lead Administration

Stacey Rous, Board Member

Agenda Item	Discussion and Actions
<b>1.0 Welcome</b>	Katharina Markowiak welcomed everyone to the meeting.
<b>2.0 Declaration of Conflict of Interest</b>	No conflicts were declared.
<b>3.0 Approval of Consent Agenda</b>	It was duly <b>MOVED</b> and <b>SECONDED</b> to approve the May 25, 2023 CMHA WW Board minutes (Neil Dunsmore, Lisa Hood). <b>CARRIED.</b> It was duly <b>MOVED</b> and <b>SECONDED</b> that the consent agenda be approved (Somkene Igboanugo, Neil Dunsmore) <b>CARRIED.</b>
<b>4.0 Election of Officers</b>	It was duly <b>MOVED</b> and <b>SECONDED</b> that the slate of Officers presented be accepted (Neil Dunsmore, Lisa Hood). <b>CARRIED.</b>
<b>5.0 Appointment of Executive Committee</b>	It was duly <b>MOVED</b> and <b>SECONDED</b> that as per the CMHA WW By-laws, an Executive Committee be appointed for 2023-24 with the following members: Katharina Markowiak, President; Irene Thompson, Vice-President; Anthony DiCaita, Secretary-Treasurer; Dana Hardy, Member at Large (Somkene Igboanugo, Julia Goyal). <b>CARRIED.</b>
<b>6.0 Governance Committee Report</b>	Irene Thompson presented the Governance Committee report. <b>2022-23 Board Self Evaluation Feedback</b> The Board Self Evaluation is conducted in order to identify areas for improvement within our operation as Board members, to identify areas for improvement in the way our Board functions, and to identify corresponding areas for education and training. Irene noted the following: <ul style="list-style-type: none"> <li>• We will be exploring methods of collecting more regular feedback and check ins from Board members over the coming year.</li> <li>• The feedback results highlighted the need for more diversity work (recruiting and internal learning), and an increased focus on the functionality of the Board.</li> </ul>

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	<p><b>Board Policy Review &amp; Approval</b></p> <p>The following policies were brought forward by the Resources Committee and Performance, Quality, Risk &amp; Ethics (PQRE) Committee.</p> <ul style="list-style-type: none"> <li>• 4-002 Financial Donations to External Organizations</li> <li>• 4-003 Corporate Records</li> <li>• 4-008 Financial Statements &amp; Returns</li> <li>• 3-005 Ethics</li> </ul> <p>It was duly <b>MOVED</b> and <b>SECONDED</b> to approve the Resources and PQRE Board policies, as noted above (Sean Bradley, Deanne Metzloff). <b>CARRIED.</b></p> <p>It was duly <b>MOVED</b> and <b>SECONDED</b> to receive the June 2023 Governance Committee Report. (Sean Bradley, Deanne Metzloff). <b>CARRIED.</b></p>
<p><b>7.0 Resources Committee Report</b></p>	<p>At the end of each fiscal year, there are three special audits completed in addition to the standard agency audit completed by KPMG.</p> <p><b>Ministry of Labour, Immigration, Training &amp; Skills Development</b> – This is a special audit done by KPMG; we are in compliance. (Note, no Board approval needed.)</p> <p><b>Multi-Sector Service Accountability Agreement Declaration of Compliance</b></p> <p>This declaration is completed at the end of each fiscal year. We also submit quarterly reporting, and conduct an annual reconciliation process and year-end audit. To the best of our ability, we are in compliance with this agreement.</p> <p>It was duly <b>MOVED</b> and <b>SECONDED</b> to approve the Multi-Sector Service Accountability Agreement Declaration of Compliance for 2022-23 (Neil Dunsmore, Katharina Markowiak). <b>CARRIED.</b></p> <p><b>Annual Revenue Reconciliation</b></p> <p>As reflected in the 2022-23 audited financial statements, we utilized all Ministry of Health funding except for ~\$3K for nurse retention, and ~\$60K related to Release from Custody. KPMG has agreed with this statement.</p> <p>It was duly <b>MOVED</b> and <b>SECONDED</b> to approve the Annual Revenue Reconciliation for 2022-23 (Neil Dunsmore, Somkene Igboanugo). <b>CARRIED.</b></p> <p>It was duly <b>MOVED</b> and <b>SECONDED</b> to receive the June 2023 Resources Committee Report. (Lisa Hood, Irene Thompson). <b>CARRIED.</b></p>
<p><b>8.0 CMHA WW 2023-24 Operating Plan</b></p>	<p>Alison DeMuy presented the CMHA WW 2023-24 Operating Plan, which supports our current 2022-24 CMHA WW Strategic Plan.</p> <p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>• Ownership of each Operating Plan section is assigned to Senior Leadership members, who then work with their leaders and teams to put the goals into action.</li> <li>• It is important to ensure alignment between leadership and services, and also to ensure alignment with the Strategic Plan.</li> </ul>

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	<ul style="list-style-type: none"> <li>Most of our key performance indicators are measurable, while some are anecdotal. Some also relate to measurable goals from the Strategic Plan.</li> </ul> <p>It was duly <b>MOVED</b> and <b>SECONDED</b> to adopt the CMHA WW 2022-23 Operating Plan (Neil Dunsmore, Deanne Metzloff). <b>CARRIED</b>.</p> <p><b>Next Steps – Fall 2023</b></p> <ul style="list-style-type: none"> <li>Provide an Operating Plan update, including identifying what is in progress and areas of risk.</li> <li>Provide an update on the planning process for our next strategic plan cycle.</li> </ul>
<p><b>9.0 In Camera Session – Woolwich Building &amp; OPSEU Negotiations Updates</b> (7:12 pm to 7:23 pm)</p>	<p>It was duly <b>MOVED</b> and <b>SECONDED</b> to move in camera for updates on the Woolwich Building and OPSEU Negotiations (Lisa Hood, Somkene Igboanugo). <b>CARRIED</b>.</p> <p>It was duly <b>MOVED</b> and <b>SECONDED</b> to move out of camera (Somkene Igboanugo, Neil Dunsmore). <b>CARRIED</b>.</p>
<p><b>10.0 Helen’s Update and Q&amp;A</b></p>	<p>Helen highlighted the following items from her Board report.</p> <ul style="list-style-type: none"> <li><b>All Staff Meetings</b> – we hold four per year (two in person, two virtual). At our June all staff meeting, we focused on staff appreciation and recognition, and had a robust Ask Us Anything session.</li> <li><b>Mental Health &amp; Addictions Crisis Clinic</b> – a crisis clinic has opened in Huron, Perth, Grey Bruce, and upper Wellington County. CMHA WW and other local providers were not aware of these plans, and Helen has spoken in the media about this. We will monitor this situation and see if there are potential opportunities for Board advocacy in future.</li> <li><b>Housing Crisis</b> – CMHA WW joined numerous Guelph and area service and community partners as a signatory on a letter to the City re: taking immediate action on the housing crisis. Helen is in regular contact with the Mayor and City Councillors about this issue.</li> <li><b>Risk Issues</b> – we continue to mitigate risks around ongoing sentinel events and work with the involved families.</li> <li><b>Physician Recruitment</b> – we are actively recruiting physicians and have some promising leads for Children’s and Adult services.</li> <li><b>Medical Assistance in Dying (MAiD)</b> – we are still waiting on provincial guidelines for MAiD. We have received a small number of calls to Here 24/7 about this, and some staff have been involved with other clients who are considering this.</li> <li><b>Decision re: accepting donations from cannabis organization</b> – we now have the Fund Development Risk Assessment Framework in place, and will be circling back with those who participated in the September 2022 Ethics Forum to update them. This framework will be used on a case by case basis to support decision making.</li> </ul>



Agenda Item	Discussion and Actions
<b>11.0 Check In Before Summer Break</b>	We will update the Board as necessary through the summer re: the OPSEU bargaining process.
<b>12.0 Closing and Debrief</b>	It was duly <b>MOVED</b> and <b>SECONDED</b> to adjourn the meeting. (Somkene Igboanugo, Neil Dunsmore). <b>CARRIED.</b> The meeting was adjourned at 7:55pm.

Katharina Markowiak, President

Anthony DiCaia, Secretary Treasurer