



**Date:** May 17, 2017

**Time:** 5:00pm

**Place:** Haliburton Highlands Mental Health  
Office – Board room

<b>BOARD MINUTES</b>	
<b>Present:</b> Pat Dunn, Sue Grant, Ted Smith, Mary Reader, Drew Merrett, Karl Moher, Danielle Carter, Anna Froebe	
<b>Teleconference:</b> Keely Jacox, Judy Dickson	
<b>Staff Participants:</b> Mark Graham, Linda Saunders	
<b>Regrets:</b> Marg Seaton, Starr Olsen, Paul Forget	
<b>Guest(s):</b> Andrew Hodson, Short-term Case Manager, 4CC	
<b>Chair:</b> Pat Dunn	<b>Recorder:</b> Karen Wolff
<b>Item / Topic</b>	<b>Discussion / Decision / Action / Motion</b>
<b>Welcome and Introductions</b>	
<b>1. Call to Order</b>	<ul style="list-style-type: none"> <li>• Call to order at 5:05pm. Quorum was met.</li> </ul>
<b>2. Declaration of Conflict</b>	<ul style="list-style-type: none"> <li>• None expressed.</li> </ul>
<b>3. Approval of May 17, 2017 Agenda</b>	<p><b>Motion: To approve the amended <b>May 17, 2017</b> Agenda with:</b></p> <ol style="list-style-type: none"> <li><b>1. one extraction from the CEO Report: Home for Good Funding &amp; KL's Housing corporation's New Build – p/Judy Dickson</b></li> <li><b>2. Two additions to the agenda: a) Dr. Ilan Fischler – Invitation to CMHA HKPR b) Board Recruitment</b></li> </ol> <p><b>Moved: Anna Froebe</b> <b>Seconded: Karl Moher</b> <b>Carried</b></p>
<b>4. Board Volunteer Hours</b>	<ul style="list-style-type: none"> <li>• Board volunteer hours were collected.</li> <li>• Anna Froebe (5), Danielle Carter (9), Drew Merrett (6), Judy Dickson (3), Karl Moher (5), Keely Jacox (5), Mary Reader (8), Pat Dunn (9), Sue Grant (5), Ted Smith (8)</li> </ul>
<b>Quality Improvement- Program Presentation</b>	
<b>5. Four County Crisis (4CC) - Haliburton</b>	<ul style="list-style-type: none"> <li>• Andrew Hodson, Short-Term Case Manager for Four County Crisis (4CC) in Haliburton/Minden delivered an updated presentation highlighting services and programs within 4CC and the Haliburton Highlands Mental Health Office.</li> <li>• Haliburton 4CC offers short-term case management services, crisis support from 2 to 4 months.</li> <li>• 4CC Haliburton operates from the Haliburton Highlands Mental Health Services (HHMHS) office in</li> </ul>



	<p>Minden, which provides mental health services to the community. HHMHS also houses Fourcast, Four County Brain Injury Association and the John Howard Society.</p> <ul style="list-style-type: none"> <li>• The Community Treatment Order (CTO) program has full staffing and developing well with 40 clients to date. Nursing is the primary role for this program, which provides injections for clients.</li> <li>• The suicide prevention program in Minden started in June, 2016. The agency received funding for this program. Acquired 40 clients within an 8-month period.</li> <li>• The Assertive Outreach Suicide Prevention Program (AOSP) provides service to individuals who have been treated for suicidal behavior and who are considered to be at risk for repeated or ongoing suicidal behavior.</li> <li>• The AOSP program now has a Family Education &amp; Support Worker (FESW) on staff that provides direct service to family members providing education and support to caregivers, individuals and groups.</li> <li>• The 4CC Mobile Crisis Intervention Team (MCIT) recently recruited a new hire that works 3 days per week and liaisons with the Ontario Provincial Police service.</li> <li>• Crisis Intervention training is conducted annually, which involves 5 days of in-depth training conducted by Tracy Graham. Very well received by staff and police. OPP struggle with backfilling when accommodating staff for training. Suggestion made by board to send one officer at a time for training. Officers wear a crisis intervention pin on their uniform identifying that they have received CIT training.</li> <li>• Safe Beds program are conducting Naloxone training for staff</li> <li>• Crisis Intervention Workers (CIW team) answer crisis phone 24-7 providing support to the community.</li> <li>• Transportation and housing has always been a challenge for in the rural community.</li> <li>• A (9) unit housing facility has opened and operating near the Minden arena.</li> <li>• Haliburton village has (13) housing units with (13) more housing units scheduled for development.</li> <li>• A 'Question &amp; Answer' period followed.</li> </ul>
<p><b>6.Consent Agenda Acceptance</b></p>	<p><b>Motion: To receive and adopt the <span style="color: red;">May 17, 2017</span> Consent Agenda with one extraction from the CEO Report.</b>  <b>Moved: Drew Merrett</b>  <b>Seconded: Mary Reader</b>  <b>Carried</b></p>
<p><b>7. Items Extracted from the Consent Agenda</b></p>	<ul style="list-style-type: none"> <li>• Judy Dickson looking for further explanation regarding the 'Home for Good Funding and Kawartha Lakes Housing Corporation's new build, which was the old Ministry of Natural Resources building.</li> <li>• This build is not specific to mental health needs though would most likely receive priority.</li> <li>• CMHA HKPR would not be responsible for funding this project.</li> <li>• Reviewed the Summary of Community Partner Discussion report and the Home for Good Expression of Interest (EOI) letter to the CEO of the KLH Housing Corporation, which outlines the project</li> </ul>



	particulars, with board members.
<b>8. Monthly Financial Report for One Month Ended April 30, 2017</b>	<ul style="list-style-type: none"> <li>Linda reviewed the monthly financial report for the one month ended <b>April 30<sup>th</sup>, 2017</b>.</li> </ul> <p><b>Motion: To receive the Monthly Financial Report for One Month Ended April 30<sup>th</sup>, 2017 as presented.</b>  <b>Moved: Karl Moher</b>  <b>Seconded: Danielle Carter</b>  <b>Carried</b></p>
<b>9. Urgent Matter</b>	<ul style="list-style-type: none"> <li>None</li> </ul>
<b>Business Arising</b>	
<b>10. a) Executive Committee to report on 'Proposed Committees of the Board'</b>	<ul style="list-style-type: none"> <li>No report. The Executive Committee did not meet after the <b>April 19<sup>th</sup>, 2017</b> board meeting.</li> <li>The Executive Committee will arrange a meeting before the <b>June 21<sup>st</sup>, 2017</b> board meeting regarding Ted Smith's 'Proposed Committees of the Board'.</li> </ul>
<b>New Business</b>	
<b>11. a) Rotary Club Grant Request – 4CC Picnic area renovations – requires board approval</b>	<ul style="list-style-type: none"> <li>CMHA HKPR submitted a project proposal to the Peterborough Rotary Club in the amount of \$18,500.00 for 4CC in order to create a safe, outdoor recreation space for safe bed clients, which would include a new storage shed, gazebo, picnic table, friendship bench, fencing and bbq.</li> <li>This Rotary proposal requires the Board of Director's endorsement for this project.</li> </ul> <p><b>Motion: To authorize the Chief Executive Officer and Board Chair to make application for the above-noted 4CC project proposal to the Peterborough Rotary Club.</b>  <b>Moved: Drew Merrett</b>  <b>Seconded: Sue Grant</b>  <b>Carried</b></p>
<b>11. b) Board Member – magnetized name tags</b>	<ul style="list-style-type: none"> <li>Karl Moher suggested magnetized name tags for board members and the senior leadership team while attending conferences and events rather than the standard issue of I.D. badges. The names on the I.D. badges are not readily visible and the ink rubs off after a period of time.</li> </ul> <p><b>Motion: Move to adopt purchase of magnetized name tags for board members and senior leadership team.</b>  <b>Moved: Ted Smith</b>  <b>Seconded: Mary Reader</b>  <b>Carried</b></p>



<p><b>13. b) Fundraising Update – April 2017</b></p> <p><b>13. c) Dr. Ilan Fischler – Invitation to CMHA HKPR</b></p> <p><b>13. d) Board Recruitment</b></p>	<p><b>Motion: To receive Ted Smith’s document with proposal as presented.</b>  <b>Moved: Ted Smith</b>  <b>Seconded: Judy Dickson</b>  <b>Carried</b></p> <ul style="list-style-type: none"> <li>• Mark reviewed the <b>April 2017</b> Fundraising Update/report with board members.</li> <li>• Reminded that the Herod Golf tournament is taking place on <b>Thursday, June 8<sup>th</sup>, 2017</b>. Funds raised go to CMHA HKPR. Currently have 45 golfers, however, 72 golfers would be ideal.</li> <li>• Dr. Ilan Fischler, Physician-in-Chief, for Ontario Shores Centre for Mental Health Sciences was recently appointed to the role of Mental Health and Addictions Physician Lead for the Central East LHIN effective <b>April 1, 2017</b>.</li> <li>• Dr. Ilan Fischler is well-known for his leadership and expertise in the delivery of mental health and addictions services in the CE LHIN.</li> <li>• Karl Moher has made the suggested recommendation to extend an invitation to Dr. Ilan Fischler to come and meet with the Board of Directors and senior leadership team in an effort to provide an overview of CMHA HKPR’s accomplishments, challenges and next steps in mental health and addictions.</li> <li>• The board agreed to extend an invite to Dr. Ilan Fischler to attend either the <b>August or September 2017</b> board meeting.</li> <li>• Ted Smith has identified that there will be four board membership vacancies by the <b>September 13, 2017</b> Annual General Meeting (AGM), and the need to begin the recruitment process as soon as possible especially with the summer months approaching.</li> <li>• Upon this decision, a Recruitment Selection Committee was created consisting of the following board members: Ted Smith, Committee Chair / Karl Moher / Mary Reader / Anna Froebe / Keely Jacox</li> <li>• Ted suggested that the board look for two members in the Northumberland region and two in the Peterborough and Haliburton region.</li> </ul>
<p><b>In Camera Session</b></p>	
<p><b>14. In Camera Agenda (under separate cover)</b></p>	<p><b>Motion: To move ‘In Camera’</b>  <b>Moved: Karl Moher</b>  <b>Seconded: Drew Merrett</b>  <b>Carried</b></p>



	<b>Rise and Report :</b> <ul style="list-style-type: none"><li>• To add 'Review of Kapel Report' at the <b>June 21<sup>st</sup>, 2017</b> board meeting. <b>Moved: Drew Merrett</b> <b>Seconded: Mary Reader</b> <b>Carried</b></li></ul>
<b>Anything Else:</b>	
<b>Did Well/Do Better</b>	<ul style="list-style-type: none"><li>•</li></ul>
<b>15. Adjournment</b>	<ul style="list-style-type: none"><li>• <b>Adjourned at 7:05pm</b></li></ul>