

Date: June 21, 2017

Time: 5:00pm

Place: 466 George St.-Multi-purpose Room

BOARD MINUTES	
Present: Pat Dunn, Ted Smith, Drew Merrett, Paul Forget, Karl Moher, Danielle Carter, Judy Dickson, Keely Jacox, Anna Froebe	
Staff Participants: Mark Graham, Linda Saunders	
Regrets: Marg Seaton, Sue Grant, Mary Reader	
Guest(s): Tim Nicholls, Auditor-Licensed Public Accountant	
Chair: Pat Dunn	Recorder: Karen Wolff
Item / Topic	Discussion / Decision / Action / Motion
Welcome and Introductions	
1. Call to Order	<ul style="list-style-type: none"> • Call to order at 5:05pm. Quorum was met.
2. Declaration of Conflict	<ul style="list-style-type: none"> • None expressed.
3. Approval of June 21, 2017 Agenda	<p>Motion: To approve the amended June 21, 2017 agenda with three additions:</p> <ol style="list-style-type: none"> 1. 2017-18 Board Tenure – Ted Smith 2. Rooming Houses – Karl Moher 3. Summer Recess – Pat Dunn <p>Moved: Drew Merrett Seconded: Keely Jacox Carried</p>
4. Board Volunteer Hours	<ul style="list-style-type: none"> • Board volunteer hours were collected. • Anna Froebe (7), Danielle Carter (8), Drew Merrett (21), Judy Dickson (17), Karl Moher (10), Keely Jacox (18), Mary Reader (12), Pat Dunn (15), Paul Forget (9), Ted Smith (16)
Quality Improvement- Program Presentation	
5. Audited Financial Statements 2016-17 (Draft)	<ul style="list-style-type: none"> • Tim Nicholls, Licensed Public Accountant for CMHA HKPR, provided his draft independent auditor's report for Financial Statements at March 31, 2017, and Statements of Revenue and Expenditures at March 31, 2017 for review. • Finance Committee meeting was held June 19, 2017. <p>Action: Judy Dickson has requested further analysis and discussion of fund raising dollars at a later meeting.</p>



	<p>Motion: To move and receive T. J. Nicholls Financial Audited Report at March 31, 2017.</p> <p>Moved: Danielle Carter Seconded: Judy Dickson Carried</p>
6. Consent Agenda Acceptance	<p>Motion: To accept the June 21, 2017 Consent Agenda as presented.</p> <p>Moved: Paul Forget Seconded: Karl Moher Carried</p>
7. Items Extracted from the Consent Agenda	<ul style="list-style-type: none">• None
8. Monthly Financial Report for Two Months Ended May 31, 2017	<ul style="list-style-type: none">• Danielle reviewed the monthly financial report for the two months ended May 31st, 2017. <p>Motion: To receive the Monthly Financial Report for the Two Months Ended May 31st, 2017 as presented.</p> <p>Moved: Danielle Carter Seconded: Anna Froebe Carried</p>
9. Urgent Matter	<ul style="list-style-type: none">• None
Business Arising	
10. a) Board Recruitment Update	<ul style="list-style-type: none">• Kerri Davies' June 14th board recruitment media release resulted in a televised Chex TV interview on Monday, June 19th, which also promoted the upcoming 'Ride Don't Hide' being held on Sunday, June 25th.• The media release reached 83 contacts in the Haliburton, Kawartha and Pine Ridge branch areas.• The media release drew 3-4 responses of interest in board membership opportunities to date. Ted and Mark met with one interested party from the Northumberland area.• Board members want to make sure the media release has reached the Kawartha Lakes and Haliburton areas.• Suggestions were made to submit board recruitment media release to Canoe, BOB FM, or Moose FM in the Haliburton area.• Suggestion has been made to contact Andrew Hodson in Minden to see if there may be interested OPP staff interested in the board membership opportunity. <p>Action: Kerri Davies will be advised to follow-up with the media suggestions noted above.</p>

<p>10. a) 2017-18 Board Tenure</p> <p>10. b) Dr. Ilan Fischler – August Board Visit</p>	<ul style="list-style-type: none"> • In follow-up to the four positions currently available on the board of directors, there are no further board resignations for the 2017-18 calendar year. • Mark confirmed that Dr. Ilan Fischler, Physician-in-Chief, for Ontario Shores Centre for Mental Health Sciences, and who is also the Mental Health and Addictions Physician Lead for the Central East LHIN, will be attending and presenting at the August 16th, 2017 board meeting in KL at the Ross Memorial Hospital for one hour. • Board members were asked for any requests that they may wish to address with Dr. Fischler. • Suggested requests as follows: <ul style="list-style-type: none"> - Highlight/demonstrate CMHA HKPR’s accomplishments - Centre of Excellence – HUB model - Identify Psychiatry shortage (i.e. OTN) - Demonstrate how well CMHA HKPR partners with other community agencies. - What is Dr. Ilan Fischler’s perception of the new management structure for the foreseeable future? • Jai Mills, of the CE LHIN, will be attending the August 16th meeting as well. • Mark received the CE LHIN’s new management structure. • As of today, June 21, 2017, the Community Care Access Centres are now supported by the LHIN and are called ‘Home and Community Care’. <p>Action: Mark will send out the CE LHIN’s new management structure to the board.</p>
<p>New Business</p>	
<p>11. a) Summer BBQ Dates – Ptbo/KL</p> <p>11. b) Selection of CMHA HKPR’s AGM Nomination Committee</p> <p>11. c) Schedule ‘G’ – Declaration of Compliance-require approval/signature</p>	<ul style="list-style-type: none"> • The Kawartha Lakes Summer Client & Staff BBQ will be held on Thursday, July 13th at the Memorial Park from 11am – 3pm. • The Peterborough Summer Client & Staff BBQ will be held on Thursday, July 20th at the Beavermead Park from 11:30am-1:30pm. • All volunteer award nomination applications for CMHA HKPR’s September 13th, 2017 Annual General Meeting are posted on CMHA HKPR’s website: www.cmhahkpr.ca • Board members are encouraged to nominate. • Drew Merrett and Judy Dickson volunteered to sit on the AGM Nomination Committee. • Pat reviewed Schedule G – Form of Compliance Declaration for the period from April 1, 2016 to March 31, 2017 with board members.



<p>11. d) Mortgage Renewal – 604 Stewart Street – PTBO</p> <p>11. e) Governance Action Plan Committee – Follow-up</p> <p>11. f) added agenda item – Licensing of Room Houses in PTBO</p>	<p>Motion: To approve Schedule G – Declaration of Compliance from April 1, 2016 to March 31, 2017 as presented. Moved: Ted Smith Seconded: Judy Dickson Carried</p> <ul style="list-style-type: none">• Linda reviewed mortgage renewal terms for CMHA HKPR property at 604 Stewart Street, Peterborough, ON with the board.• All board member’s signatures required for the mortgage renewal. <p>Motion: To accept the mortgage renewal terms for CMHA HKPR property located at 604 Stewart Street, Peterborough, ON as presented. Moved: Paul Forget Seconded: Karl Moher Carried</p> <ul style="list-style-type: none">• The Governance Action Plan (GAP) committee met on June 15th, 2017.• Updated action plan will be sent out to board members upon completion per Linda.• It has been noted that the competency matrix will be added to the work plan. <p>Action: Send out competency matrix to board members by August or September.</p> <ul style="list-style-type: none">• The city is proposing that rooming houses in Peter borough, with 4 rooms or more require a business license to operate.• Karl Moher wondered if CMHA HKPR should have an interest in the suggested requirement of licensed rooming houses by providing mental health supports for potential homeless individuals.• It was expressed that this particular proposal is more of a housing situation that CMHA HKPR would not be in control of, however, would gladly assist to advocate and educate persons providing or requiring mental health supports.• Mark kindly reminded board members of the newest 24 unit ‘Home for Good’ housing developments in Lindsay for low income, seniors, and vulnerable population, an ALC Seniors development on McCrae/McDonnell St., along with other new housing developments in place that are dedicated to mental health housing.
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<p>11. g) added agenda item – Board Summer Recess</p>	<p>Motion: To authorize the Board of Directors ‘summer recess’ for the month of July, 2017. Moved: Drew Merrett Seconded: Paul Forget Carried</p>
<p>Correspondence</p>	
<p>12. a) MCSS-2017/18 Employment Supports-Service Contract C489188-1</p> <p>12. b) 2015-16 Transfer Payment Annual Reconciliation (TPAR)</p>	<ul style="list-style-type: none"> • Mark reviewed the correspondence received from MCSS regarding the 2017/18 Employment Supports for Service Contract C489188-1 with board members. • Mark reviewed the correspondence received from MCSS regarding the 2015-16 Transfer Payment Annual Reconciliation (TPAR) with board members. The MCSS review determined that the amount of \$25,123.00 resulted in net recoverable subsidy. This amount will be recovered by reduction to future cash flow. <p>Motion: To receive the 2017/18 Employment Supports for Service Contract and the 2015-16 Transfer Payment Annual Reconciliation from MCSS as presented. Moved: Anna Froebe Seconded: Judy Dickson Carried</p>
<p>In Camera Session</p>	
<p>13. In Camera Agenda (under separate cover)</p>	<p>Motion: To move ‘In Camera’ Moved: Paul Forget Seconded: Ted Smith Carried</p> <p>Rise and Report : No Report Moved: Karl Moher Seconded: Drew Merrett Carried</p>
<p>Anything Else:</p>	
<p>Did Well/Do Better</p>	<ul style="list-style-type: none"> • No report
<p>15. Adjournment</p>	<p>Motion to adjourn at 8:00pm Moved: Ted Smith Seconded: Anna Froebe Carried</p>



**Canadian Mental
Health Association**
Haliburton Kawartha Pine Ridge