

**Date:** June 20, 2018

**Time:** 5:00pm

**Place:** 466 George St. – Phoenix Room

<b>BOARD MINUTES</b>	
<b>Present:</b> Pat Dunn, Sue Grant, Karl Moher, Mary Reader, Rob Seguin, Valdis Cuvaldin, Roger Hardy, Judy Dickson, Caroline Monsell, Keely Jacox	
<b>Staff Participants:</b> Mark Graham, Linda Saunders	
<b>Regrets:</b> Drew Merrett, Heather Temple, Paul Forget	
<b>Guest(s):</b> Tim J. F. Nicholls, CPA, CA, Licensed Public Accountant	
<b>Chair:</b> Pat Dunn <b>Co-Chair:</b>	<b>Recorder:</b> Karen Wolff
Item / Topic	Discussion / Decision / Action / Motion
<b>Welcome and Introductions</b>	
<b>1. Call to Order</b>	<ul style="list-style-type: none"> <li>Call to order at 5:10pm. Quorum met.</li> </ul>
<b>2. Declaration of Conflict</b>	<ul style="list-style-type: none"> <li>None expressed.</li> </ul>
<b>3. Approval of June 20, 2018 Agenda</b>	<p><b>Motion: To approve the June 20, 2018 agenda as presented.</b></p> <p><b>Moved: Karl Moher</b></p> <p><b>Seconded: Roger Hardy</b></p> <p><b>Carried</b></p>
<b>4. Board Volunteer Hours</b>	<ul style="list-style-type: none"> <li>Board volunteer hours collected.</li> <li>Caroline Monsell (8), Judy Dickson (12), Karl Moher (7), Mary Reader (20), Pat Dunn (10), Rob Seguin (9), Roger Hardy (5), Sue Grant (5), Valdis Cuvaldin (5)</li> </ul>
<b>Quality Improvement- Program Presentation</b>	
<b>5. Audited Financial Statements 2017-2018 (Draft)</b>	<ul style="list-style-type: none"> <li>Tim J. F. Nicholls, Licensed Public Accountant for CMHA HKPR, provided his draft independent auditor's report for Financial Statements at <b>March 31, 2018</b>, and Statements of Revenue and Expenditures at <b>March 31, 2018</b> for review.</li> <li>Finance Committee meeting was held <b>June 18, 2018</b>.</li> </ul> <p><b>Motion: To receive Tim J.F. Nicholls Audited Financial Report and Statements at March 31, 2018 as presented.</b></p> <p><b>Moved: Mary Reader</b></p> <p><b>Seconded: Sue Grant</b></p> <p><b>Carried</b></p>



<b>6. Consent Agenda Acceptance</b>	<b>Motion: To accept the June 20, 2018 Consent Agenda</b> <b>Moved: Karl Moher</b> <b>Seconded: Roger Hardy</b> <b>Carried</b>
<b>7. Items Extracted from the Consent Agenda</b>	<ul style="list-style-type: none"><li>No extractions</li></ul>
<b>8. Monthly Financial Report</b>	<ul style="list-style-type: none"><li>Monthly Financial Report - Deferred</li></ul>
<b>9. Urgent Matter</b>	<ul style="list-style-type: none"><li>None</li></ul>
<b>Business Arising</b>	
<b>10. None</b>	<ul style="list-style-type: none"><li>None</li></ul>
<b>New Business</b>	
<b>11. a) MSAA-Declaration of Compliance (requires signature/approval)</b>	<ul style="list-style-type: none"><li>Mark and Pat reviewed the MSAA-Schedule G-Declaration of Compliance, with board members, acknowledging that CMHA HKPR has fulfilled its obligations under the service accountability agreement (the MSAA) for the period April 1, 2017 – March 31, 2018.</li></ul> <p><b>Motion: To approve the MSAA- Schedule G – Declaration of Compliance from April 1, 2017 to March 31, 2018 as presented.</b> <b>Moved: Roger Hardy</b> <b>Seconded: Caroline Monsell</b> <b>Carried</b></p>
<b>11. b) Health &amp; Safety Policy Statement (annual review/approval)</b>	<ul style="list-style-type: none"><li>Mark conducted the annual review of CMHA HKPR's Health and Safety Policy Statement with no new changes. Looking to receive and approve.</li></ul> <p><b>Motion: To receive the Health and Safety Policy Statement as presented for 2018.</b> <b>Moved: Mary Reader</b> <b>Seconded: Caroline Monsell</b> <b>Carried</b></p>
<b>11. c) Nomination Selection Committee – Award Recommendations Update</b>	<ul style="list-style-type: none"><li>Rob presented the Nomination Selection Committee report, along with the 2017-18 Award winner/recommendations as follows:</li></ul>



## 2017-2018 AWARD WINNERS

AWARD	AWARD WINNERS – 2017-2018
Achievement Through Adversity	Michelle Miller
Caregiver Champion for Family Members	Patrick McDonald
Champion of Mental Health Award	Inspector Timothy Tatchell
Distinguished Service Award – CMHA Ontario Division	<ol style="list-style-type: none"> <li>1. Kevan &amp; Roberta Herod-Herod Financial Svcs.</li> <li>2. Julie Vallieres</li> <li>3. Ben &amp; Ashley Logan-Fontaine Source for Sports</li> </ol>
Maurice Lovnes Award	Patricia Tesky
Naresh James Champion of Mental Health	Keely Jacox
Tam Grant Memorial Bursary	Kurtis Swolinski

- Will tweak some of the explanations of criteria such as ensuring it is clear that you must be or have been a client to qualify for Achievement Through Adversity and that the loved one of the Caregiver Award does NOT have to be a client.
- More quantitative/qualitative responses requested. For example, for Champion of Mental Health each of Knowledge, Hope and Belonging would be listed and a field to fill out how the candidate fits.
- Addition of an employee award with criteria and nominations coming from our staff, in other words a Peer Award. This would fit in well with our culture improvement plans. A separate committee with board involvement will be formed including staff, to determine criteria.
- A Board committee will be pulled together next January to do this work (Rob will chair). Plan would be to have the call for nominations media release send out by March 1<sup>st</sup>, with the review of nominations by late May. Judy has offered to volunteer as an external person for both the committee work in January as well as the selection committee.

**Motion: To receive the Nomination Report and 2017-18 Award Winners as presented.**

**Moved: Roger Hardy**

**Seconded: Caroline Monsell**

**Carried**

**11. d) Nomination Committee  
Committee-Board Recruitment (1)  
Vacancy – (Mary, Karl, Caroline &  
Valdis)**

- The Nomination Committee-Board Recruitment and Karen will arrange with Communications/ Jamie Steele and/or Kerri Davies to create a media release advertising for one new board member as soon as possible.
- Board members hopeful for board representation coming from the Haliburton/Minden area.



	<ul style="list-style-type: none"> <li>• Board members also hopeful for First Nations board representation.</li> <li>• Karen will contact interested board candidate, J.P., advising her to send her cover letter/resume to apply for the board of director vacancy.</li> <li>• The Nomination Committee will meet over the summer to interview potential board member candidates and have someone selected in time for the September 19, 2018 AGM.</li> <li>• Karen will send cover letters/resumes, from last year’s board candidates, to the nomination committee for review.</li> </ul>
<b>11. e) Regular September Board Meeting (to hold?)</b>	<ul style="list-style-type: none"> <li>• Board members agreed to hold a board meeting immediately after the September 19 AGM (rather than another day).</li> </ul>
<b>11. f) Election Results</b>	<ul style="list-style-type: none"> <li>• Board members conducted round-table discussions surrounding the election results.</li> <li>• Board members discussed future strategies in light of new government.</li> <li>• The board agreed there should be follow-up meetings with the newly elected officials to discuss the Erase the Difference campaign, potential funding cuts, housing, health etc. Packages will be created to present to elected officials p/Mark.</li> <li>• Board agreed to meet with newly elected officials sooner than later (well ahead of first budget). Would like to meet with new candidates in July or early August.</li> <li>• Pat Dunn hoping to meet with the new Minister of Health.</li> <li>• Karl has suggested meeting with new minister at the AMO Conference on August 19 (for 3 days) in Ottawa.</li> </ul>
<b>11. g) Cyber Insurance</b>	<ul style="list-style-type: none"> <li>• Linda reviewed the Cyber Insurance policy with board members.</li> <li>• Cyber insurance protects our data from ransom.</li> <li>• The Master Policy has not been received to date. Linda will submit a copy to the board upon arrival.</li> </ul>
<b>Correspondence</b>	
<b>12. a) Deborah Hammons - Departure</b>	<ul style="list-style-type: none"> <li>• Mark reviewed the letter from CE LHIN board chair announcing Deborah Hammons, CE LHIN CEO’s, departure as of June 1, 2018.</li> </ul>
<b>12. b) CE LHIN Interim CEO Appointment</b>	<ul style="list-style-type: none"> <li>• Mark reviewed the letter from CE LHIN board chair announcing the interim appointment of Dr. Barry Guppy as CEO as of June 1, 2018.</li> </ul>
<b>In Camera Session</b>	
<b>13. In Camera Agenda (under separate cover)</b>	<p><b>Motion: To move ‘In Camera’</b>  <b>Moved: Judy Dickson</b>  <b>Seconded: Karl Moher</b>  <b>Carried</b></p> <p><b>Motion: To move ‘Out of Camera’</b>  <b>Moved: Karl Moher</b></p>



	<b>Seconded: Mary Reader</b> <b>Carried</b>  <b>Rise and Report: To support Fiscal Business Management Case as presented.</b> <b>Moved: Roger Hardy</b> <b>Seconded: Sue Grant</b> <b>Carried</b>
<b>Anything Else:</b>	
<b>14. Round Table Discussions</b>	<ul style="list-style-type: none"><li>• Round Table Discussions were conducted.</li></ul>
<b>15. Adjournment</b>	<b>Motion: To adjourn at 7:40pm</b> <b>Moved: Valdis Cuvaldin</b> <b>Seconded: Sue Grant</b> <b>Carried</b>