

Date: May 19, 2021

Place: via Zoom

BOARD MINUTES	
Present: Valdis Cuvaldin, John Lyons, Mary Reader, Paul Forget, Sandra Hamilton, Jim Shipley, Heather Temple, Krystina Cunnington, Jessica Drover, Matthew Wilkins	
Staff Participants: Mark Graham, Ellen Watkins, Karen Wolff	
Regrets: Keely Jacox, Drew Merrett, Roger Hardy, Caroline Monsell	
Guest(s):	
Chair: Valdis Cuvaldin Co-Chair:	Recorder: Karen Wolff, Executive Administrative Assistant
Item / Topic	Discussion / Decision / Action / Motion
Welcome and Introductions	<ul style="list-style-type: none"> Valdis Cuvaldin welcomed everyone to the board meeting
1. Call to Order	<ul style="list-style-type: none"> Call to order at 5:03pm. Quorum met.
2. Declaration of Conflict	<ul style="list-style-type: none"> None expressed.
3. Approval of May 19, 2021 Agenda	<ul style="list-style-type: none"> Case Management and Intake – Peterborough, QI Board Presentation has been deferred to a later date. (TBD). <p>Motion: To approve the May 19, 2021 agenda as presented. Moved: Paul Forget Seconded: Matt Wilkins Carried</p>
4. Board Volunteer Hours	<ul style="list-style-type: none"> Board volunteer hours collected. Caroline Monsell (4.5-A), Drew Merrett (A), Heather Temple (4), Jessica Drover (4), Jim Shipley (6), John Lyons (9), Keely Jacox (A), Krystina Cunnington (4), Mary Reader (6), Matthew Wilkins (5), Paul Forget (5), Roger Hardy (A), Sandra Hamilton (5), Valdis Cuvaldin (20)
Quality Improvement- Program Presentation	
5. Case Management and Intake - Peterborough	<ul style="list-style-type: none"> Q. I. presentation, Case Management and Intake – Peterborough, has been deferred to a later date, TBD.
6. Board Discussion on Q.I. Program Presentation	<ul style="list-style-type: none"> No presentation today
7. Consent Agenda Acceptance a) Board Minutes from April 21, 2021	<p>Motion: To accept the April 21, 2021 board minutes as presented in the Consent Agenda. Moved: Mary Reader Seconded: John Lyons Carried</p>

<p>b) CEO Report</p>	<p>Motion: To accept the CEO Report as presented. Moved: Heather Temple Seconded: Sandra Hamilton Carried</p>
<p>8. Item(s) Extracted from the Consent Agenda:</p>	<ul style="list-style-type: none"> • None
<p>9. Monthly Financial Report a) Statement of Revenue & Expense – Ministry Funded b) Statement of Revenue & Expense – Other Funded c) Statement of Revenue & Expense – Community Engagement d) Financial Report (Narrative) April 1, 2021 to April 30, 2021</p>	<ul style="list-style-type: none"> • Heather Temple reviewed the following financial statements with board members: • Statement of Revenue & Expense – Ministry Funded • Statement of Revenue & Expense – Other Funded • Statement of Revenue & Expense – Community Engagement • Financial Report – (Narrative) – April 1, 2021 to April 30, 2021 • Heather advised that Tim Nicholls, CMHA HKPR Auditor, will have the draft Audited Financial Statements at March 31, 2021 available for mid-June for review. <p>Motion: To accept the above-noted Statements of Revenue & Expense and Financial Report for one month ending April 30, 2021. Moved: Paul Forget Seconded: Jim Shipley Carried</p>
<p>10. Urgent Matter</p>	<ul style="list-style-type: none"> • None
<p>Business Arising</p>	
<p>11. a)</p>	<ul style="list-style-type: none"> • None
<p>New Business</p>	
<p>12. a) Strategic Plan - Update</p>	<ul style="list-style-type: none"> • CMHA HKPR meeting with Laridae Inc. on Tuesday, May 25 at 1:00pm to discuss next steps/direction regarding our refreshed strategic plan per Mark. • Mark invited John, Valdis and Jim to attend this meeting as part of the Strategic Planning Committee. <p>Action: Karen to send out May 25th Laridae invitation to Valdis, John and Jim.</p> <ul style="list-style-type: none"> • Board’s input/discussions surrounding refreshed strategic plan: • Mark: Gather groups regarding direction of strategic plan. • Valdis recommended expressing a definitive timeline to Laridae, and emphasized to keep within stipulated timelines.



	<ul style="list-style-type: none">• Jim: Equity, Inclusion and Diversity (EID) should be included in the strategic plan (in reference to discussions surrounding this subject matter at the Governance College Workshops).• Mark expressed that conversation surrounding EID should not be seen as a token. Cannot undue history, but establish relationships going forward.• Mark suggested inviting Marlon Merraro, Executive Director of Peacebuilders Canada, to a CMHA HKPR board meeting. Marlon recently spoke at the Governance College Workshop on Equity, Inclusion and Diversity. Marlon’s presentation was well received.• Heather agreed that this would be a meaningful component to the strategic plan.• Mark asked present board members, if board meetings should open with a Land Acknowledgement.<ul style="list-style-type: none">- Matt agreed. Land acknowledgements continue to evolve.- Jim: yes, more specific though – not general groups.• Mark offered suggestion for each board member to take turns each month and express their interpretation of the land acknowledgement.• Sandra likes Mark’s above-noted suggestion(s) and for land acknowledgement to be area specific.• Valdis’s recommendation: Create a draft Land Acknowledgement by the Senior Leadership Team and Board. Review statement with feedback. Valdis, John, Sandra, Jim and Mary will gather in successive meetings to review.• Valdis: Laridae follow-up will be provided, expect several drafts of strategic plan.
12. b) Ethics Update	<ul style="list-style-type: none">• Jim advised that the next Ethics Committee meeting is tomorrow, May 20, 2021.• An Ethical Reflection will be reviewed at the meeting.
12. c) CEO Performance Appraisal – Form B	<ul style="list-style-type: none">• Ellen reviewed the draft CEO Performance Appraisal – Form B, completed in Survey Monkey.• The revised Form B is based on Mark’s goals and objectives.• Forms A and B are based on a study conducted by Trent University for CMHA HKPR.• Ellen reviewed the framework and would like to send the survey in June to board members to complete.• From an HR perspective, Matt advised that the survey looks good and all encompassing.• Mark thought overall that the survey is good. If a board member is unable to comment, don’t answer. Open to feedback and comments.
12. d) Accreditation Committee – re: QIP	<ul style="list-style-type: none">• Ellen advised that she will make arrangements for the board’s Accreditation Committee to meet soon and will look at elements that are issues across Ontario.• Looking at two groups:<ul style="list-style-type: none">- 1. Planning- 2. Yearly cycle• There will be more frequent reporting to board from year to year.



Correspondence	
13. a) 2020-21 Ministry of Children, Community and Social Services Funding Confirmation	<ul style="list-style-type: none">• Mark advised that CMHA HKPR received 2020-21 funding confirmation from the Ministry of Children, Community and Social Services in the amount of \$1,329,373.00.• Funding received included Mental Health/Specialized Programming, Adults' Community Accommodation and Adults' DS Community Support Services.• Budget is done. There is a recovery payment.• Per Mark, new budget is forthcoming for 2021-22. <p>Motion: To accept the 2020-21 Ministry of Children, Community and Social Services Funding confirmation correspondence as presented. Moved: Mary Reader Seconded: John Lyons Carried</p>
In Camera Session	
14. a) IN Camera Agenda (under separate cover)	<p>Motion: To move 'In Camera' Moved: Jessica Drover Seconded: Matt Wilkins Carried</p> <p>Motion: To move 'Out of Camera' Moved: Paul Forget Seconded: Mary Reader Carried</p> <p>Rise & Report: To accept HR Report as presented. Moved: Paul Forget Seconded: Mary Reader Carried</p>
Anything Else:	
15. Round Table Discussions	<ul style="list-style-type: none">• Mary announced the April 28, 2021 passing of CMHA NPHC board member, Bev MacLeod. Two trees will be planted in her memory at 219 Park Place and 24 Paddock Wood.• Action: Karen send out draft Land Acknowledgement to the board.
16. Adjournment	<p>Motion: To adjourn at 6:42pm Moved: John Lyons Seconded: Mary Reader</p>



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