



**Minutes of Board of Directors Meeting**  
August 24, 2022, 5:00 – 8:00 pm  
via Zoom

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**PRESENT:** **Board Members:** Paul Biggin, Susan Boron, Lindsey Glazier, Holly Goodings, Lynda Legge, Ginelle MacDougall, Ejaye McComb, Sean McMurray, Allan Pearson

**Staff Members:** Clark MacFarlane

**REGRETS:** Chelsea Bullock, Yvonne Pallister McCutcheon

**GUESTS:** --

**1.0 WELCOME AND LAND ACKNOWLEDGEMENT**

The meeting was called to order at 5:00 pm. Quorum achieved. All were welcomed to the call and Chair Sean McMurray opened the meeting with the Mission, Vision, Values and land acknowledgement. The meeting is being recorded and minutes transcribed.

**2.0 CONFLICT OF INTEREST DECLARATIONS**

The Chair asked that any conflicts of interest be declared. None noted.

**3.0 APPROVAL OF AGENDA**

Addition: 6.2/MMHART Data

**MOVED BY:** Susan Boron

**SECONDED BY:** Lindsey Glazier

***BE IT RESOLVED THAT the agenda for the Board meeting of June 22, 2022 be accepted as amended.***

**CARRIED**

**4.0 CONSENT AGENDA**

**MOVED BY:** Ejaye McComb

**SECONDED BY:** Lindsey Glazier

***BE IT RESOLVED THAT the consent agenda consisting of the May 25 and June 22, 2022 Board minutes along with meeting feedback be accepted as presented.***

**CARRIED**

**5.0 UPDATE ON ACTION ITEMS**

#1 – Complete (on today's agenda)

#2, #3, #4 – In progress

#5 – Indeed used as primary online platform for job recruitment. CharityVillage is said to be expensive even for NPO's. Suggestion to use LinkedIn (free posting) and board will share it out. University job fairs also an idea. Clark will pass this feedback along to HR for consideration.

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*(Update from HR regarding job postings: Currently post on Facebook, Instagram, University websites, Working in Mental Health, and Indeed. Will be resuming use of LinkedIn shortly now that Communications position is rehired. Board help in sharing posts is appreciated, thank you.)*

**6.0 BUSINESS ARISING**

- 6.1 CEO's Involvement with Grey Bruce OHT – Clark confirmed, based on recommendations at the July Board meeting, that he will be stepping away from any significant involvement with organization of the local OHT.
- 6.2 MMHART Data – CMHA staff have been embedded with police detachments and an evaluation of the program is currently underway. The QI team have been meeting with each detachment and will be putting together a feedback summary. Preliminary data shared (i.e. call volumes, answer rates, number of registered clients) however the comprehensive overview will be provided in the near future.

**7.0 FINANCE**

Chair Holly Goodings provided a summary of August 24 meeting.

1<sup>st</sup> quarter completed as expected with no concerns noted.

Year-end planning and AGM upcoming. Auditors will present draft statements to the Board in September and AGM will be held in October.

**MOVED BY: Lindsey Glazier**

**SECONDED BY: Susan Boron**

***BE IT RESOLVED THAT the August 2022 report of the Finance Committee be accepted as presented.***

**CARRIED**

**8.0 QUALITY COMMITTEE**

Chair Lynda Legge reported that the committee met August 16.

QI update: Data and capacity cleanup. SOP's have been created for data input procedures to ensure consistency.

Central Intake Project will be starting sooner than anticipated. Rollout expected September 2022. Staff hired and are in training.

Manager dashboard will be used by PowerBi in coming months so they can review program activity.

Spike of harm reduction kits in May which is thought to be associated with fire in Hanover. Decline in kit distribution over summer months. Will inquire with public health to see if their summer numbers are also down or if perhaps they've opened up more sites and thereby affected CMHA's demand for kits.

OPOC Blitz re client satisfaction – 360 surveys distributed and 146 were returned (40% return rate). Consideration being given to developing a CMHA survey which would be used in

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rotation with the OPOC. Forums with clients and caregivers also being considered.

EQIP project to measure success rates of various approaches to delivering dialectical behaviour therapy (DBT).

One additional community member needed to round out the committee.

Quarterly incident report and MMHART data reviewed.

**MOVED BY: Lindsey Glazier**

**SECONDED BY: Ginelle MacDougall**

***BE IT RESOLVED THAT the August 2022 report of the Quality Committee be accepted as presented.***

**CARRIED**

**9.0 GOVERNANCE COMMITTEE**

Chair Susan Boron provided a report of the August 10 meeting.

Recovery College background information to be sent out ahead of October 21 Board Retreat in Walkerton.

Currently one board position to fill and legal expertise is highly sought for the vacancy. Notice of the vacancy has been posted to social media.

**MOVED BY: Ginelle MacDougall**

**SECONDED BY: Lindsey Glazier**

***BE IT RESOLVED THAT the August 2022 report of the Governance Committee be accepted as presented.***

**CARRIED**

**10.0 CEO REPORT**

The CEO reviewed highlights of the report and invited comments or clarification.

CEO met with local candidates leading up to the provincial election in June. Following the election, CEO met with MPP Byers to discuss funding for nurse practitioner position which is part of the Telemedicine program that the agency hosts in partnership with the Brockton & Area Family Health Team. Rates for the nurse practitioner position has not kept up with market rates. Emphasis placed on need for more support for community mental health.

**MOVED BY: Ginelle MacDougall**

**SECONDED BY: Lindsey Glazier**

***BE IT RESOLVED THAT the August 2022 report of the Chief Executive Officer be accepted as presented.***

**CARRIED**

11.0 IN CAMERA

MOVED BY: Holly Goodings  
SECONDED BY: Lindsey Glazier  
*BE IT RESOLVED THAT the board proceed to in-camera discussion at 6:29 pm.*  
CARRIED

MOVED BY: Lindsey Glazier  
SECONDED BY: Susan Boron  
*BE IT RESOLVED THAT the board resume its regular meeting at 6:56 pm.*  
CARRIED

RISE AND REPORT

MOTION #2022.08  
MOVED BY: Lindsey Glazier  
SECONDED BY: Holly Goodings  
*BE IT RESOLVED THAT the board provides CEO with direction to seek feasibility study for consolidation of non-residential Owen Sound sites. A report back to the Board will include estimated cost and draft work plan.*  
CARRIED

12.0 ITEMS FOR INFORMATION/BOARD CORRESPONDENCE – Information as noted in Board package.

Additionally, it was noted that Jackie Ralph recently received the ETFO Local Humanitarian Award for 2022. The Board would like to pay special tribute to Jackie for her outstanding work and to congratulate her on this deserving award. The Board Executive will discuss further to determine appropriate thank you/congratulations.

13.0 MEETING EVALUATION

14.0 ADJOURNMENT

There being no further business, it was moved that the meeting be adjourned at 7:08 pm.  
Next meeting: September 28, 2022, CMHA Office, 1024 2<sup>nd</sup> Ave. East, Owen Sound

Minutes taken by: Brenda O’Neill

Approved on: September 28, 2022

DocuSigned by:  
Sean McMurray  
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Chair:

Sean McMurray

Secretary:

Clark MacFarlane