



Minutes of Board of Directors Meeting
September 28, 2022, 5:00 – 8:00 pm
CMHA Office, 1024 2nd Ave. East, Owen Sound

PRESENT: Paul Biggin, Susan Boron, Lynda Legge, Clark MacFarlane, Yvonne McCutcheon, Sean McMurray, Allan Pearson

RECORDER: Brenda O’Neill

REGRETS: Chelsea Bullock, Lindsey Glazier, Holly Goodings, Ginelle MacDougall, Ejaye McComb

GUESTS: Caitlin Currie, Scott McKay

1.0 WELCOME AND LAND ACKNOWLEDGEMENT

The meeting was called to order at 5:15 pm. Quorum achieved. Chair Sean McMurray opened the meeting with the Mission, Vision, Values and spoke to September 30th being National Truth & Reconciliation Day and encouraged all to take time to reflect.

Jackie Ralph, Supervisor with CMHA’s Youth Awareness & Education program was recognized by the board for her ETFO Humanitarian award.

The CEO presented Lynda Legge with an award for her 2022 Ride Don’t Hide fundraising achievements.

2.0 EDUCATION – Coordinated Access: Scott McKay, CMHAGB Director of Client Services & Caitlin Currie, Homelessness Response Coordinator, Grey County

- No wrong door policy – moving away from first come first served approach
- County is connecting emergency side of system to housing side
- By Names List (BNL) referrals often come from CMHA
- BNL referrals – common assessment to inform level of need and consider priority status
- Exit points are identified
- 174 households currently on BNL / individuals that are actively accessing services in last 90 days. Of this number, 68 are sleeping outside/ vestibules.
- All are experiencing homelessness or living in poor conditions/condemned housing
- Priority groups: youth, Indigenous, those unhoused for 6 of the last 12 months, unsheltered with mental health and/or addiction issues
- BNL developed in 2021 and have had 74 move-ins to date
- Responsibility for motel program has recently moved over to Grey County. Goal is to have a stock of rooms in Owen Sound and Hanover.
- Grey County is a service provider and are working to bring community partners together in the interest of housing individuals. Act as housing coordinators.
- CMHA have housed 14 individuals through the program over past 2 years

The Chair thanked Ms. Currie and Mr. McKay for presenting to the board.

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(full slide deck available on SharePoint)

3.0 CONFLICT OF INTEREST DECLARATIONS

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

4.0 APPROVAL OF AGENDA

Strike item 10.3/Appointment of Treasurer

MOVED BY: Lynda Legge

SECONDED BY: Yvonne McCutcheon

BE IT RESOLVED THAT the agenda for the Board meeting of September 28, 2022 be amended as indicated.

CARRIED

5.0 CONSENT AGENDA

MOVED BY: Susan Boron

SECONDED BY: Paul Biggin

BE IT RESOLVED THAT the consent agenda consisting of the August 24, 2022 Board minutes and meeting feedback be accepted as presented.

CARRIED

6.0 UPDATE ON ACTION ITEMS

7.0 DINNER

8.0 UPDATE FROM CMHA NATIONAL AGM

Paul Biggin attended the CMHA National AGM on behalf of the branch and provided a brief report. Impact Report circulated in the board package.

9.0 QUALITY COMMITTEE

Chair Lynda Legge reported that a meeting was held September 20. They continue to seek community member representation and have discussed the benefits of someone from primary care sector. Contacts being approached.

Rollout of Central Intake has begun. Anticipated it will take 2-3 months for full agency rollout.

CMHA's involvement with hospital discharge planning meetings were discussed and while this is a goal it's not currently occurring. Will be brought forward at next network meeting.

QI Manager's Masters Program project discussed. Project falls under housing umbrella and will focus on processes from service entry to discharge. Discharge criteria and length of stay will be key aspects.

Dialectical Behaviour Therapy (DBT) project discussed but in early stages. Further details as project develops.

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MOVED BY: Susan Boron

SECONDED BY: Paul Biggins

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

CARRIED

10.0 FINANCE COMMITTEE

10.1 Committee Report

Committee met September 28 however did not have quorum.

10.2 Financial Statements

Finance Manager reviewed statements which as of August 2022 show a deficit of \$38,690.

Mitigation of this deficit will be offset somewhat in the later part of the calendar year as CPP and EI contributions will be topped out.

Investment values have seen a decline but hope for an upturn in the market in order to recover losses of \$17,000.

No major fundraising events in coming months however grant proposals are being submitted. Some discussion around introducing a new fundraiser in February-March as an added injection of revenues. CEO explained that fundraising dollars to offset deficit would require some exploration.

MOVED BY: Allan Pearson

SECONDED BY: Yvonne McCutcheon

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

CARRIED

(Dave Evans departed 7:27 pm)

11.0 GOVERNANCE COMMITTEE

11.1 Committee Report

Chair Susan Boron provided a report of the September 26 meeting.

A self evaluation for board participation is being prepared and will be submitted to the board for comment in October. Purpose is to promote engagement, identify individual interests and skills and build officer/director succession planning.

Currently a board vacancy however the agency is still working well within board composition requirements. Seat is being held for candidate with legal expertise.

Retreat being held October 13 with agenda focusing on recovery approach.

11.2 Ontario Not-for-Profit Corp (ONCA)

ONCA standards briefly reviewed. Some branches are seeking legal advice on the document.

CEO advises it may be worth the investment to have a lawyer review. Suggestion made to inquire if other branches have had legal input and agreeable to sharing feedback rather than duplicating

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efforts and incurring legal cost.

Paul Biggin offered to assist with review of ONCA standards.

Noted that it's the direction of the Board to ask the Governance Committee to review ONCA compliance.

MOVED BY: Lynda Legge

SECONDED BY: Allan Pearson

BE IT RESOLVED THAT the September 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.

- Will provide review of environmental impacts on a quarterly basis
- Smart Agenda Management training (4D-i) upcoming for CEO and EA
- No base funding enhancement but some one time funding is available
- Executive Leadership meeting held recently and discussion about branch success leveraging programs such as Bounceback
- Conversations with CMHA Ontario office to take place about service of care and the potential for branch versus Ontario office funding conflict
- New CMHA branch in Huron Perth which also serves individuals with mental health and addiction
- Accreditation Canada - new ongoing format rather than every 4 years
- Cascade report – Some discussion regarding report but no concerns regarding operating plan and strategic directions

MOVED BY: Allan Pearson

SECONDED BY: Yvonne McCutcheon

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

CARRIED

11.0 IN CAMERA

MOVED BY: Yvonne McCutcheon

SECONDED BY: Allan Pearson

BE IT RESOLVED THAT the board proceed to in-camera discussion at 8:13 pm.

CARRIED

MOVED BY: Susan Boron

SECONDED BY: Paul Biggin

BE IT RESOLVED THAT the board resume its regular meeting at 9:13 pm.

CARRIED

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

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package.

13.0 MEETING EVALUATION

14.0 ADJOURNMENT

There being no further business, it was moved that the meeting be adjourned at 9:15 pm.
Next meeting: October 26, 2022, CMHA Office, 1024 2nd Ave. East, Owen Sound

Minutes taken by: Brenda O'Neill

Approved on: October 26, 2022

DocuSigned by:
Sean McMurray
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Chair: _____ Sean McMurray

Secretary: *Clark MacFarlane*
_____ Clark MacFarlane