



June 23, 2021
Board of Directors Meeting Minutes
CMHA Cochrane Timiskaming Branch

D = Discussion

I = Information Purposes Only

M: Motion

Meeting Time: 4:45pm - 7:00 pm

Locations: Via MS Teams

Present Board Members Timmins:	Sarah Stewart Chair, Amanda Coulas, Patrick Gervais, Jennifer Jaszan, Chantal Mailloux, Liz Reid
Present Board Members Kirkland Lake:	Kelly-Ann O'Mara
Present Board Members Temiskaming Shores:	Paul Crombeen, Erin Cowan
Staff:	Paul Jalbert, Executive Director Tyler Twarowski, Director of Services Angie Peters-Carlson, Director of Corporate Services Nicole Henry, Recording Secretary
Regrets:	
Guest:	

Sarah Stewart read the Vision & Mission Statements and chaired the meeting.

Item #	Topic
1.0	Standing Agenda Items
1.1	Review and Adoption of Agenda An In-Camera discussion was added to the agenda. <p style="text-align: right;">CT-01 – 2021/22</p> Moved by Chantal Mailloux, seconded by Amanda Coulas -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the June 23, 2021 Board of Directors' Meeting as amended. <p style="text-align: right;">Motion Carried</p>
1.2	Review and Adoption of Minutes <p style="text-align: right;">CT-02 – 2021/22</p> Moved by Paul Crombeen, seconded by Liz Reid -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the minutes of the May 26, 2021 Board of Directors' Meeting as presented. <p style="text-align: right;">Motion Carried</p>
1.3	Declaration of Conflict of Interest No conflict of interest was declared.
2.0	Items for Decision
2.1	Approval of French Language Services Policy Paul Jalbert reviewed the French Language Policy. It was agreed to change item 1.1 to read designated as a bilingual organization under the French Language Services Act in 1992. <p>Action Item: Paul Jalbert to amend the policy as discussed.</p> <p style="text-align: right;">CT-03 – 2021/22</p> Moved by Paul Crombeen, seconded by Chantal Mailloux -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the French Language Services policy as amended. <p style="text-align: right;">Motion Carried</p>
2.2	Approval of Preventative Maintenance for Medical Device & Equipment Policy



June 23, 2021
Board of Directors Meeting Minutes
CMHA Cochrane Timiskaming Branch

D = Discussion

I = Information Purposes Only

M: Motion

Item #	Topic
	<p>Angie Peters-Carlson reviewed the Preventative Maintenance for Medical Device & Equipment Policy.</p> <p style="text-align: right;">CT-04 – 2021/22</p> <p>Moved by Amanda Coulas, seconded by Pat Gervais -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the Preventative Maintenance for Medical Device & Equipment policy as presented.</p> <p style="text-align: right;">Motion Carried</p>
	<p>Service Award & Retirement Recognition Policy</p> <p>Paul Jalbert reviewed the Service Award & Retirement Recognition Policy</p> <p style="text-align: right;">CT-05 – 2021/22</p> <p>Moved by Liz Reid, seconded by Chantal Mailloux -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the Service Award & Retirement Recognition policy as presented.</p> <p style="text-align: right;">Motion Carried</p>
2.3	
3.0	Items for Discussion and Direction
	<p>Accreditation Debrief</p>
3.1	<p>Jesse Lamothe gave an update on the Accreditation Primer that was held this week and explained the next steps which will start in the fall of 2021.</p>
	<p>Volunteer Board Member contribution</p>
3.2	<p>Paul Jalbert thanked Norm Bolduc, Kelly Killins and Sarah Stewart for their contribution and will all be missed.</p>
4.0	Reports
	<p>Human Resources Report</p> <p>Angie reviewed the upcoming retirements that will be happening and the plans for Human Resources and IT.</p>
4.1	<p>Angie Peters-Carlson reviewed the Human Resources Report which is included in the Board meeting package.</p>
	<p>Mental Health Services Report</p>
4.2	<p>Tyler Twarowski reviewed the Mental Health Services Report which is included in the Board meeting package. Tyler highlighted that CMHA-CT</p>
	<p>Executive Director's Report</p>
4.3	<p>Paul Jalbert reviewed the Executive Directors' Report which is included in the Board meeting package.</p>
5.0	For Your Information
	<p>Board Attendance</p>
5.1	<p>The Board Attendance is included in the Board meeting package.</p>
	<p>Audit Committee Meeting Minutes</p>
5.2	<p>The Audit Committee Meeting minutes are included in the Board meeting package.</p>
6.0	In-Camera Session
	<p>Move to In-Camera Session</p>
6.1	
	CT-06 – 2021/22



June 23, 2021
Board of Directors Meeting Minutes
CMHA Cochrane Timiskaming Branch

D = Discussion

I = Information Purposes Only

M: Motion

Item #	Topic
	Moved by Paul Crombeen, seconded by Jennifer Jaszan -- Be it resolved that the Canadian Mental Health Association - Cochrane Timiskaming Branch move to an in-camera discussion at 5:45pm. <p style="text-align: right;"><i>Motion Carried</i></p>
6.2	In-Camera Discussion
	Move out of In-Camera Session <p style="text-align: right;"><i>CT-07 – 2021/22</i></p>
6.3	Moved by Erin Cowan, seconded by Jennifer Jaszan -- Be it resolved that the Canadian Mental Health Association - Cochrane-Timiskaming Branch move out of the in-camera discussion at 5:59pm. <p style="text-align: right;"><i>Motion Carried</i></p>
6.0	Next Board Meeting
	September 22, 2021
7.0	Adjournment
	Amanda Coulas moved to adjourn the meeting at 6:00pm.

Paul Crombeen
Board Chair / President

Elizabeth Reid
Treasurer / Secretary

Date

Date



June 23, 2021
Board of Directors Meeting Minutes
CMHA Cochrane Timiskaming Branch

D = Discussion

I = Information Purposes Only

M: Motion

Motions

CT-01 – 2021/22	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the June 23, 2021 Board of Directors' Meeting as presented.	
CT-02 – 2021/22	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the minutes of the May 26, 2021 Board of Directors' Meeting as presented.	
CT-03– 2021/22	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the French Language Services policy as presented.	
CT-04 – 2021/22	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the Preventative Maintenance for Medical Device & Equipment policy as presented.	
CT-05 – 2021/22	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the Service Award & Retirement Recognition policy as presented.	