



February 23, 2022
Board of Directors Meeting Minutes
CMHA Cochrane Timiskaming Branch

D = Discussion

I = Information Purposes Only

M: Motion

Meeting Time: 5:00pm - 7:00 pm**Locations:** Via MS Teams**Vision:** *A community that embraces mental health as a key to well being.***Mission:** The Mission of the CMHA Cochrane Timiskaming Branch is to help people living with, and touched by, mental illness by providing the supports and services needed on their journey to happy and fulfilling lives, while educating and advocating for a caring community where everyone belongs.

Present Board Members Timmins:	Amanda Coulas, Patrick Gervais, Jenifer Jaszan, Chantal Mailloux, Liz Reid
Present Board Members Kirkland Lake:	Kelly-Ann O'Mara,
Present Board Members Temiskaming Shores:	Paul Crombeen – Co-Chair, Erin Cowan -- Co-Chair
Staff:	Paul Jalbert, Executive Director Tyler Twarowski, Director of Services Angie Peters-Carlson, Director of Corporate Services Jesse Lamothe, Strategic Performance & Quality Improvement Manager Nicole Henry, Recording Secretary
Regrets:	Won Tran

Erin Cowan chaired the meeting which was called to order at 5:01pm.

Erin Cowan read the Vision & Mission Statements.

Item #	Topic
1.0	Standing Agenda Items
1.1	Review and Adoption of Agenda The agenda is included in the Board meeting package. <div style="text-align: right;">CT-43 – 2021/22</div> Moved by Paul Crombeen, seconded by Amanda Coulas -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the February 23, 2022 Board of Directors' Meeting as presented. <div style="text-align: right;">Motion Carried</div>
1.2	Review and Adoption of Minutes The minutes of the January 26 ,2022 Board Meeting are included in the Board meeting package. <div style="text-align: right;">CT-44 – 2021/22</div> 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 January 26, 2022 Board of Directors' Meeting as presented. <div style="text-align: right;">Motion Carried</div>
1.3	Declaration of Conflict of Interest



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	No conflict of interest was declared.
2.0	Items for Decision
2.1	<p>Approval of Financial Statements</p> <p>The Variance Report and Financial Statements for the period ending December 31, 2021 are included in the Board meeting package. The Audit Committee reviewed the Variance Report and Financial Statements and recommend approval of the above. Angie Peters-Carlson reviewed the Variance Report and Financial Statements and gave an overview of the surplus. The forecasted surplus for March 31st, 2022 is now \$4,615.00. Angie explained how the organization was able to reduce the surplus.</p> <p style="text-align: right;">CT-45 – 2021/22</p> <p>Moved by Paul Crombeen, seconded by Amanda Coulas -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the Variance Report & Financial Statements for the period ending December 31, 2021.</p> <p style="text-align: right;">Motion Carried</p>
2.2	<p>Approval of Governance Working Group Recommendations</p> <p>Paul Jalbert briefly described the work that the Governance Working Group set out to accomplish which was select a governance model, define a Board structure which included the number of Board Members and selecting Board committees.</p> <p>The Briefing Note on the Governance Working Group recommendations is included in the Board meeting package. Paul also mentioned that there were some key takeaways from the survey around areas that could be improved and will be acting on those recommendations in the coming months.</p> <p>Paul also noted that the briefing note included in the Board meeting package will also be shared with the Board at the Minto Counselling Centre and South Cochrane Addictions Services.</p> <p style="text-align: right;">CT-46 – 2021/22</p> <p>Moved by Patrick Gervais, seconded by Kelly-Ann O'Mara -- Be it resolved that the Canadian Mental Health Association - Cochrane-Timiskaming Branch endorses the work and recommendations of the Governance Working group as presented.</p> <p style="text-align: right;">Motion Carried</p>
3.0	Items for Discussion and Direction
3.1	<p>Update on Timiskaming Crisis Response Service</p> <p>The Briefing Note on the Timiskaming Crisis Response Service (TCRS) is included in the Board meeting package.</p> <p>Tyler Twarowski prepared a PowerPoint presentation on the Timiskaming Crisis Response Service which he shared on his screen. The presentation included the information which was in the Briefing Note.</p>
4.0	Reports
4.1	Human Resources Report



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	The Human Resources Report is included in the Board meeting package which was reviewed by Angie Peters-Carlson.
4.2	<p>Progress on Strategic Plan and Balanced ScoreCard</p> <p>Jesse Lamothe shared the Balanced Score Card on his screen which was reviewed in detailed and answered some questions. The Balanced ScoreCard was also e-mailed to Board Members during the meeting.</p> <p>Jesse then gave an update on the progress of the Strategic Plan.</p> <p>Will be launching the Strategic Plan both internally and externally. The full Strategic Plan will be posted on the CMHA-CT website. A condensed version of the Strategic Plan has been created which will be posted on our social media, (Facebook and Twitter). Jesse shared the posters/condensed version that will be added to the CMHA-CT website, social media and will also be displayed in all offices.</p>
4.3	<p>Mental Health Services Report</p> <p>The Mental Health Services Report is included in the Board meeting package which Tyler Twarowski briefly reviewed.</p>
5.0	For Your Information
5.1	<p>Board Attendance</p> <p>The Board Attendance is included in the Board meeting package.</p>
5.2	<p>Audit Committee Meeting Minutes</p> <p>The Audit Committee minutes of the January 18, 2021 meeting are included in the Board meeting package.</p>
5.3	<p>Governance Working Group Minutes</p> <p>The Governance Working Group minutes of the February 2, 2022 are included in the Board meeting package.</p>
	<p>5.3.1 – Governance Survey Results</p> <p>The Governance Survey results are included in the Board meeting package.</p>
5.4	<p>Good News Story</p> <p>The Good News Story is included in the Board meeting package.</p>
6.0	In-Camera Session -
6.1	<p>Move to In-Camera Session</p> <p style="text-align: right;">CT-47 – 2021/22</p> <p>Moved by Pat Gervais, seconded by Liz Reid -- Be it resolved that the Canadian Mental Health Association - Cochrane Timiskaming Branch move to an in-camera discussion at 6:14pm.</p> <p style="text-align: right;">Motion Carried</p>
	In-Camera Discussion
6.2	<p>Move Out of In-Camera Session</p> <p style="text-align: right;">CT-48 – 2021/22</p>



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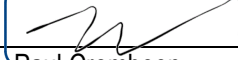
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	Moved by Pat Gervais, seconded by Paul Crombeen -- Be it resolved that the Canadian Mental Health Association - Cochrane-Timiskaming Branch move out of the in-camera discussion at 6:52pm. Motion Carried
6.3	Rise and Report No rise and report
7.0	Next Board Meeting March 23,2022
8.0	Adjournment Jennifer Jaszan moved to adjourn the meeting at 6:53pm.

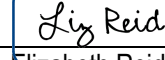
DocuSigned by:


 Paul Crombeen...
 Board Chair / President

3/28/2022

Date

DocuSigned by:


 Elizabeth Reid...
 Treasurer / Secretary

3/28/2022

Date