



**April 27, 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

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

Chantal Mailloux read the vision and Mission statements. The meeting was called to order at 5:18pm.

| Item # | Topic  |
|--------|--|
| 1.0    | <b>Standing Agenda Items</b>   |
| 1.1    | <p>Review and Adoption of Agenda</p> <p>The agenda is included in the Board meeting package. Angie Peters-Carlson requested that item 2.3 be moved to item 3.3 as a motion will be required.</p> <p style="text-align: right;"><b>CT-57 – 2021/22</b></p> <p>Moved by Chantal Mailloux, seconded by Jennifer Jaszan -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the April 27, 2022, 2022 Board of Directors' Meeting as amended.</p> <p style="text-align: right;"><b>Motion Carried</b></p>  |
| 1.2    | <p>Review and Adoption of Minutes</p> <p>The minutes of the March 23, 2022 Board meeting are included in the Board meeting package.</p> <p style="text-align: right;"><b>CT-58 – 2021/22</b></p> <p>Moved by Chantal Mailloux, seconded by Jennifer Jaszan -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the minutes of the March 23, 2022 Board of Directors' Meeting as presented.</p> <p style="text-align: right;"><b>Motion Carried</b></p>  |
| 1.3    | <p>Declaration of Conflict of Interest</p> <p>No conflict of interest was declared.</p>  |
| 2.0    | <b>Items for Discussion and Direction</b>  |
| 2.1    | <p>Land Acknowledgement</p> <p>Tyler Twarowski introduced Melissa Cormier. Melissa is known to promote an increasing indigenous capacity in our communities. Melissa has joined CMHA-CT's Indigenous Committee internally and more recently more recently, CMHA-CT has entered into an agreement with Melissa to purchase some of her services to inform CMHA-CT on the indigenous cultures to facilitate some indigenous experiential and ceremonial aspects, to lead and facilitate indigenous community engagement and consultation, along with enhancing relationship with indigenous communities, including linking with elders and other knowledge holders. Melissa will also be assisting us in developing an an organizational framework indigenous components and service of care and increasing CMHA's understanding and awareness of indigenous cultural practices.</p> |



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|            | <p>Melissa has agreed to join the board to help us better understand of not only what the components of what the land acknowledgement are, but also why it's important to embark upon this practice.</p> <p>Melissa shared her wisdom and knowledge on land acknowledgement which can be very simple. Melissa suggested that the land acknowledgement for the CMHA-CT could cover the Algonquin, Ojibway and Cree people. Melissa shared a video / resources with Tyler and suggested that this be shared with the leadership team at CMHA and the Board. Melissa suggested that the land acknowledgement be added to the next meeting agenda so it becomes a shared practice.</p> <p>Paul Jalbert thanked Melissa for her time and for sharing her knowledge with the Board and Senior Management Team.</p> <p><b>Action item:</b> Tyler to forward the shared resources from Melissa to Nicole to be shared with the Board.</p>   |
| 2.2        | <p>Update on integration</p> <p>The briefing note on the integration update is included in the Board meeting package. Paul advised that he finally received written feedback from Ontario Health North (OHN). The next draft of the proposed integration is being worked on and the three ED's will be reviewing the draft proposal, and the second edit of the report is being finalized. Boards will have an opportunity to review and provide feedback and the final submission will be sent to OHN.</p> <p>OHN maintains that there is a zero percent increase for operational funding. CMHA Ontario is advocating on our behalf. Camille Quenneville, ED of CMHA Ontario has met with the head of the Centre of Excellence on Mental Health and Addictions, Minister of Health and meeting this week with the CEO of the Ontario Health and asking for the 1% increase needed. The final proposal will include the 1% increase and Paul will speak to the increase with OHN.</p> <p>Paul gave a brief update on the activities that have occurred and will be occurring in the next couple of weeks.</p> |
| 2.3        | <p>Update Purchase of Cell Phones (FYI-previously approved)</p> <p>The cell phone purchase was approved as part of the Managed Cell phone platform. Angela Peters-Carlson noted that the Cheque Request is included as in information item to show the exact cost of the purchase.</p> <p style="text-align: right;"><b>CT-63 – 2021/22</b></p> <p>Moved by Pat Gervais, seconded by Amanda Coulas -- Be it resolved that the Canadian Mental Health Association - Cochrane-Timiskaming Branch approves the payment to Apple Inc for the purchase of cell phones as presented.</p> <p style="text-align: right;"><b>Motion Carried.</b></p>   |
| <b>3.0</b> | <b>Items for Decision</b>   |
| 3.1        | <p>Approval of Variance Report &amp; Financial Statements</p> <p>The Variance Report and Financial Statements for the period ending February 28, 2022 are included in the Board meeting package. The Audit Committee reviewed the Variance Report and Financial Statements and recommend approval.</p> <p>Angela Peters-Carlson gave a brief overview of the agencies current financial position. The finance department is working on finalizing the accruals. The Auditors will be in office the 3<sup>rd</sup> week of May. .</p> <p style="text-align: right;"><b>CT-59 – 2021/22</b></p> <p>Moved by Amanda Coulas, seconded by Chantal Mailloux -- Be it resolved that the Canadian Mental Health Association- Cochrane Timiskaming Branch approves the Variance Report &amp; Financial Statements for the period ending February 28, 2022.</p> <p style="text-align: right;"><b>Motion Carried</b></p>   |



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| 3.2        | <p>Approval of transfer of funds for the Youth Wellness Hub (x2)</p> <p>Angie reviewed the two cheque requests included in the meeting package. The two cheque requests to transfer funds to the Youth Wellness Hub is included in the Board meeting package. CMHA-CT is the flow through agency for the Timmins Youth Wellness Hub.</p> <p style="text-align: right;"><b>CT-60 – 2021/22</b></p> <p>Moved by Amanda, seconded by Pat Gervais -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the transfer of funds to the Youth Wellness Hub as presented.</p> <p style="text-align: right;"><b>Motion Carried</b></p> |
| <b>4.0</b> | <b>Reports</b>   |
| 4.1        | <p>Human Resources Report</p> <p>Angie Peters-Carlson reviewed the Human Resources report which is included in the Board Meeting Package. Angie also discussed the changes to the hours of work for the Nurse Practitioner to enable us to be competitive in the wages for the Nurse Practitioner.</p>   |
| 4.2        | <p>Strategic Plan / Operational Plan Update</p> <p>Jesse Lamothe reviewed the Briefing Note on the progress of the Strategic Plan/ Operational Plan which is included in the Board Meeting Package.</p>  |
| 4.3        | <p>Mental Health &amp; Addictions Services Report</p> <p>The Mental Health Services report is included in the Board Meeting package which Tyler Twarowski reviewed the highlights of the report.</p>   |
| 4.4        | <p>Ontario Health Team Update</p> <p>The year end update on Ontario Health Teams is included in the Board meeting package. Paul Jalbert gave a brief update on the developments of Ontario Health Teams in Temiskaming.</p>  |
| 4.5        | <p>Executive Director's Report</p> <p>The Executive Directors' report is included in the Board Meeting package, which Paul Jalbert reviewed.</p> <p>CMHA Ontario always prepares information for branches in advance of elections which is included in the Board meeting package. Paul advised that key messages will be developed and those will be shared with the Board Members in case you get questions.</p>  |
| <b>5.0</b> | <b>For Your Information</b>  |
| 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 minutes of March 15, 2022 Audit Committee Meeting are included in the Board Meeting package.</p>   |
| 5.3        | <p>Good News Story</p> <p>The Good News Story is included in the Board Meeting package.</p>  |
| <b>6.0</b> | <b>In-Camera Session -</b>   |
| 6.1        | <p>Move to In-Camera Session</p> <p style="text-align: right;"><b>CT-61 – 2021/22</b></p>  |



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|        | Moved by Amanda Coulas, seconded by Liz Reid -- Be it resolved that the Canadian Mental Health Association - Cochrane Timiskaming Branch move to an in-camera discussion at 6:20pm.<br><br><b>Motion Carried</b>       |
|        | In-Camera Discussion   |
| 6.2    | Move Out of In-Camera Session<br><br><b>CT-62 – 2021/22</b>  |
|        | Moved by Pat Gervais, seconded by Amanda Coulas -- Be it resolved that the Canadian Mental Health Association Cochrane-Timiskaming Branch move out of the in-camera discussion at 6:23pm.<br><br><b>Motion Carried</b> |
| 6.3    | Rise and Report<br><br>No rise and report  |
| 7.0    | <b>Next Board Meeting</b><br>May 18, 2022  |
| 8.0    | <b>Adjournment</b><br>Chantal Mailloux moved to adjourn the meeting at 6:24pm.   |

DocuSigned by:

Paul Gomboc  
Board Chair / President

May 25, 2022

Date

DocuSigned by:

Elizabeth Reid  
Treasurer / Secretary

May 25, 2022

Date