

Meeting Time: 5:00pm - 7:00 pm

Locations: Via MS Teams

In Attendance:

Board Members: Paul Crombeen-Chair, Pierre Belec, Dominique Boucher, Carla Cantin, Randy Cox, Patrick Gervais, Catherine Gull, Chantal Mailloux, Diane Morrell, Kelly-Ann O'Mara

Staff: Paul Jalbert, Executive Director
Tyler Twarowski, Director of Services
Angie Peters-Carlson, Director of Corporate Services
Angèle Desormeau, Director of Addiction Services and Housing
Jesse Lamothe, Strategic Performance & Quality Improvement Manager
Nicole Henry, Recording Secretary

Paul Crombeen called the meeting to order at 5:02pm and chaired the meeting.

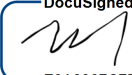
Paul Jalbert read the Land Acknowledgement and Randy Cox read the Vision & Mission Statements.

Item #	Topic
1.0	Standing Agenda Items
1.1	<p>Review and Adoption of Agenda</p> <p>The agenda is included in the Board Meeting package.</p> <p style="text-align: right;">CT-36 – 2022/23</p> <p>Moved by Carla Cantin, seconded by Randy Cox - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the February 22, 2023 Board of Directors' Meeting as presented.</p> <p style="text-align: right;">Motion Carried</p>
1.2	<p>Review and Adoption of Minutes</p> <p>The minutes of the January 25, 2023 Board of Directors' meeting are included in the Board Meeting package.</p> <p style="text-align: right;">CT-37 – 2022/23</p> <p>Moved by Pat Gervais, seconded by Carla Cantin -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the minutes of the January 25, 2023 Board of Directors' Meeting as presented.</p> <p style="text-align: right;">Motion Carried</p>
1.3	<p>Declaration of Conflict of Interest</p> <p>No conflict of interest was declared.</p>
2.0	Staff Presentation
2.1	<p>Consumption & Treatment Service Program presentation</p> <p>The Consumption & Treatment Service Program diagram is included in the meeting package. Kelly McCann provided information regarding the two applications that were submitted and explained the process that the agency went through to be able to submit the applications to the Ministry of Health and Health Canada.</p> <p>Paul Jalbert and Kelly answered questions.</p>

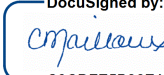
Item #	Topic
3.0	Items for Decision
3.1	<p>Approval of Financial Statements</p> <p>The Variance Report and Financial Statements are included in the Board Meeting package. Angie reviewed the surplus and advised that the agency is not anticipating any surplus or deficit at year end. Angie also advised that Ontario Health North (OHN) have not yet submitted the letter advising that the legal fees incurred due to the integration will be reimbursed as they had noted in a meeting.</p> <p style="text-align: right;">CT-38 – 2022/23</p> <p>Moved by Chantal Mailloux and seconded by Pat Gervais -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the Variance Report & Financial Statements for the period ending December 31, 2022.</p> <p style="text-align: right;">Motion Carried</p>
3.2	<p>Review & approval of Diversity Standing Committee Terms of Reference</p> <p>The Diversity Standing Committee Terms of Reference (ToR) are included in the Board Meeting Package. Paul Jalbert suggested that the committee be elected and the committee could review the ToR and brought back to the Board for approval or the Terms of Reference could be approved tonight. It was agreed to elect the committee members and that the ToR's would be reviewed by the committee and brought back to the Board following the first meeting of the committee.</p> <p style="text-align: right;">CT-39 – 2022/23</p> <p>Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the Diversity Standing Committee Terms of Reference as presented.</p> <p style="text-align: right;">Motion Deferred</p>
3.3	<p>Review & approval of Quality Standing Committee Terms of Reference</p> <p>The Quality Standing Committee Terms of Reference (ToR) are included in the Board Meeting Package. It was agreed to elect the committee members and that the ToR's would be reviewed by the committee and brought back to the Board following the first meeting of the committee.</p> <p style="text-align: right;">CT-40 – 2022/23</p> <p>Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the Quality Standing Committee Terms of Reference as presented.</p> <p style="text-align: right;">Motion Deferred</p>
3.4	<p>Coordinated Access</p> <p>The By-Names List, Coordinated Access & HIFIS update document, the Cochrane District System of Care (CDSC – CMHA-CT) document and the introductory of letter of Memorandum of Understanding (MoU) and Memorandum of Understanding are included in the meeting package. Paul Jalbert reviewed the By-Names list presentation and explained how the list is created in conjunction with partners across the Cochrane District. Paul also explained that Coordinated Access brings service providers together to ensure the individuals needs are met, prioritize which individuals requires which service, and if the individuals are precariously housed or homeless but that this is due to specific circumstances where the indicators and the protective factors suggest that the situation is temporary and with a little bit of help they can get housed with little support. Each case is reviewed to determine who needs it the most. HIFIS is the database used to capture that information. Paul advised that the risk of signing on the Memorandum of Understanding is very minimum.</p>

Item #	Topic
	<p>Paul recommended signing off on the Memorandum of Understanding. The By-Names list and the coordinated access is being spearheaded by the Cochrane District Social Service Administration Board. (CDSSAB) The ask is to ensure that CMHA-CT is connected to the HIFIS database to be able to have access to the database and to be able to enter information, and for CMHA-CT to be part of the Coordinated Access and support some of the work being done. This allows agencies to work in a coordinated way with other agencies, and work from a common framework. CDSSAB will train CMHA-CT staff on using the HIFIS database. The CMHA-CT intake process will need to be changed. Paul recommended signing off on the MoU as this will help those in need. Pierre Belec highly recommended signing off on this as well.</p> <p style="text-align: right;">CT-41 – 2022/23</p> <p>Moved by Pierre Belec, seconded by Carla Cantin -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch endorses the implementation of the Cochrane District System of Care and approves the partnership through the Memorandum of Understanding for a Coordinated Access System as presented.</p> <p style="text-align: right;">Motion Carried</p>
3.5	<p>Recruitment of Committee Members (from January Mtg)</p> <p><u>Audit Committee</u> - Diane Morrel volunteered to be a member of the Audit Committee. No further nomination was received.</p> <p>Dianne was nominated to the Audit Committee and accepted the nomination.</p> <p><u>Diversity Standing Committee</u> - Pierre Belec, Randy Cox, Dominique Boucher volunteered to be a part of the Diversity Standing Committee. No further nomination was received. Pierre, Randy & Dominique were nominated to the Audit Committee and accepted the nomination.</p> <p><u>Quality Standing Committee</u> - Carla Cantin, Pat Gervais, Diane Morrel & Pierre Belec volunteered for the Quality Standing Committee. No further nomination was received. Carla, Pat, Diane & Pierre were nominated to the Quality Standing Committee and accepted the nomination.</p> <p style="text-align: right;">CT-42 – 2022/23</p> <p>Moved by Randy Cox, seconded by Pat Gervais -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch appoints the following Board Members to the following Committees:</p> <p>Audit Committee – Diane Morrell Diversity Standing Committee – Pierre Belec, Randy Cox, Dominique Boucher Quality Standing Committee – Carla Cantin, Pat Gervais, Diane Morrell and Pierre Belec</p> <p style="text-align: right;">Motion Carried</p>
4.0	Reports
4.1	<p>Human Resources Report</p> <p>The Human Resources report is included in the Board Meeting package which Angie Peters-Carlson reviewed.</p>
4.2	<p>Addiction & Mental Health Services Report</p> <p>The Addiction & Mental Health Services Report is included in the Board meeting package.</p> <p>Tyler noted that this report will be revised using data to inform the report which will be presented to the Board in the next few months.</p>

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	Both Tyler Twarowski & Angele Desormeau reviewed some of the highlights in the report.
4.3	Executive Director's Report The Executive Directors' report is included in the Board meeting package which Paul Jalbert reviewed.
5.0	For Your Information
5.1	Board Attendance The Board Attendance report is included in the Board meeting package.
5.2	Audit Committee Meeting Minutes The January 17, 2023 Audit Committee Meeting minutes are included in the Board Meeting package.
5.3	Good News Stories – x2 Two good news stories are included in the Board Meeting package.
6.0	In-Camera Session -
6.1	Move to In-Camera Session <p style="text-align: right;">CT-42 – 2022/23</p> Moved by Pat, seconded by Dominique Boucher -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves to an in-camera session at 6:23pm. <p style="text-align: right;">Motion Carried</p>
	In-Camera Discussion
6.2	Move Out of In-Camera Session <p style="text-align: right;">CT-43 – 2022/23</p> Moved by Pierre Belec, seconded by Diane Morrel -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves out of the in-camera session at 7:03pm. <p style="text-align: right;">Motion Carried</p>
6.3	Rise and Report No Rise and report.
7.0	Next Board Meeting March 22, 2023
8.0	Adjournment The meeting was adjourned at 7:03pm.

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Paul Crombeen
President / Co-Chair

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Chantal Mailloux
Secretary / Treasurer

February 22, 2023

Date

February 22, 2023

Date