

October 25, 2023
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

In Attendance:	
Board Members:	Paul Crombeen-Chair, Pierre Belec, Dominique Boucher, Carla Cantin, Randy Cox, Patrick Gervais, Catherin Gull, Diane Morrell, Candace Fuhringer
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 Lizane Claveau, Recording Secretary
Regrets:	
Guest:	Julie Guenette

Paul Crombeen called the meeting to order at 5:00pm and chaired the meeting.

Carla Cantin read the Land Acknowledgement and Dominique Boucher read the Vision & Mission Statements.

AGENDA

Time	Item #	Topic
	1.0	Standing Agenda Items
2	1.1	<p>Review and Adoption of Agenda</p> <p>The Board agenda is included in the Board meeting package.</p> <p>CT- 29 – 2023/24</p> <p>Moved by Randy Cox seconded by Diane Morrell - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the October 25th, 2023, Board of Directors' Meeting as presented.</p> <p>Motion Carried</p>
4	1.2	<p>Review and Adoption of Minutes</p> <p>The Minutes of the September 27th, 2023 is included in the Board meeting package.</p> <p>CT- 30 – 2023/24</p> <p>Moved by Diane Morrell seconded by Dominique Boucher - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the minutes of the September 27th, 2023, Board of Directors' Meeting as presented.</p> <p>Motion Carried</p>
4	1.3	Declaration of Conflict of Interest

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		No conflict of interest was declared.
	2.0	Staff Presentation
	2.1	<p>Early Intervention Psychosis</p> <p>The EIP presentation is included in the Board meeting package which Julie Guenette presented.</p> <p>Julie Guenette introduced herself and her background and offered insight on the Early Intervention Psychosis program and included a good news story. She then answered questions from the Board.</p> <p>Paul Jalbert also shared some information on the benefits and importance of the program.</p>
	3.0	Items for Decision
10	3.1	<p>Approval of Financial Statements</p> <p>The Financial Statements are included in the meeting package which Angie Peters-Carlson presented.</p> <p>We are currently in a surplus of 1,019,564. Budget lines are running close to the budgeted amounts. Discussion ensued on the surplus of 738,400 in Fund 2 Ontario Health North Mental Health Program Funding. There is a surplus of 62,322 in Fund 2 – MoH Housing Programs and a 218,838 Surplus in Fund 3 – Other Programs.</p> <p>Discussion ensued on the unused rent supplements and the possible reasons whether it be location or the clients not meeting the criteria as well as other things that could impact this surplus.</p> <p style="text-align: right;">CT- 31 – 2023/24</p> <p>Moved by Patrick Gervais seconded by Carla Cantin - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves The Variance Report and Financial Statements as presented.</p> <p style="text-align: right;">Motion Carried</p>
	3.2	Recruitment of Board committee members
	3.2.1	<p>Appointment of Board Member Audit Committee (X1)(Sept 27, - item 3.4.1 - CT- 24 – 2023/24)</p> <p style="text-align: right;">CT- 32 – 2023/24</p> <p>Carla Cantin nominated Candace Fuhringer to the Audit Committee. Candace accepted and was appointed as a Member of the Audit Committee.</p> <p>Moved by Patrick Gervais seconded by Carla Cantin - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves The Appointment of a Board Member to the Audit Committee</p> <p style="text-align: right;">Motion Carried</p>
	3.2.2	<p>Appointment of Board Member to Diversity Committee x1 (to replace Chantal Mailloux) (Sept 27, - item 3.4.2 - CT- 24 – 2023/24)</p> <p style="text-align: right;">CT- 33 – 2023/24</p> <p>Catherine Gull nominated herself for the Diversity Committee. Catherine accepted and was appointed as a</p>

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		<p>member of the Diversity Committee.</p> <p>Moved by Carla Cantin seconded by Dominique Boucher - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves The Appointment of a Board Member to the Diversity Committee</p> <p style="text-align: right;"><i>Motion Carried</i></p>
	4.0	Reports
10	4.1	<p>Human Resources Report</p> <p>The Human Resources Report is included in the Board meeting package which Angie Peters Carlson presented.</p> <p>Angie Peters-Carlson noted the funding received through CDSSAB and the 9.2 FTE added in the month of September. Discussion ensued on the increase in staff to accommodate the increase in services needed.</p> <p>The organizations current job vacancies are mostly recent but still struggling to recruit temporary positions as well as Nurse practitioner, Nurse, and Senior's Mental Health.</p>
5	4.2	<p>Addiction, Housing & Regional Programs & Primary Care Services Report</p> <p>The Addiction, Housing & Regional Programs & Primary Care Services Report is included in the Board meeting package which Angele Desormeau presented.</p> <p>Angele Desormeau noted that the Youth Concurrent Disorder Program has a FTE recruited in Timmins.</p> <p>Discussion ensued on the Safe Consumption site funding has not been approved as of yet. The Controlled Drug and Substance Act exemption is for one year from September 2023 to September 2024.</p> <p>Angele Desormeau noted that Dr. Tremblay will be retiring in November.</p> <p>Discussion ensued on the Safe Consumption site, with the funding from the municipality to end in December.</p> <p>Paul Jalbert noted there is a Consumption Treatment Service working group that meets bi-weekly. There is a meeting scheduled with the hospital to discuss the next steps and strategies.</p>
5	4.3	<p>Mental Health Services Report</p> <p>The Mental Health Services Report is included in the meeting package which Tyler Twarowski presented.</p> <p>Tyler Twarowski noted the areas affecting the agency being highlighted and worked on.</p> <p>Discussion ensued on the ongoing development of the Stepped Care Model.</p> <p>Tyler Twarowski noted a Healing circle that took place in New Liskeard and was viewed as a positive team building experience.</p> <p>Paul Jalbert noted the simplified graph and the steps that need to be addressed. The next component is to add targets to get a better understanding if targets are met.</p>

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		<p>Jesse Lamothe discussed the measure of volume and the measure of access and efficiency as well as wait times.</p> <p>Tyler Twarowski noted that the data is quarterly and working at determining the most appropriate targets for each program.</p>
10	4.4	<p>Clinical Report</p> <p>The Clinical Report is included in the Board meeting package which Paul Jalbert presented.</p>
10	4.5	<p>Executive Director's Report</p> <p>The Executive Director's Report is included in the meeting package which Paul Jalbert presented.</p> <p>Paul Jalbert discussed the 5% increase and the benefits associated with this increase. A discussion ensued on the Collaborative Decision-Making Agreement submitted.</p>
	5.0	Board Meeting Survey
	5.1	<p>Board Meeting Survey</p> <p><u>To be completed immediately following the meeting.</u></p> <p>https://www.surveymonkey.com/r/XDFPMQF</p>
	6.0	For Your Information
2	6.1	Board Attendance
2	6.2	Audit Committee Meeting Minutes from September
	6.3	General Correspondence
	6.3.1	Ontario Health 5% Base Funding
	6.3.2	Health Team Collaborative Decision-Making Agreement
	7.0	In-Camera Session -
		Move to In-Camera Session
	7.1	<p>Moved by Patrick Gervais seconded by Randy Cox - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves to an in-camera session at 5:56pm</p> <p style="text-align: right;">CT- 34 – 2023/24</p> <p style="text-align: right;">Motion Carried</p>
		In-Camera Discussion
		Move Out of In-Camera Session
	7.2	<p>Moved by Pierre Belec - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves out of the in-camera session at 6:24</p> <p style="text-align: right;">CT- 35 – 2023/24</p> <p style="text-align: right;">Motion Carried</p>
	7.3	Rise and Report

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	8.0	Next Board Meeting
		November 22 nd , 2023
	9.0	Adjournment
		Meeting was adjourned at 6:24pm

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Paul Crombeen
President / Co-Chair

December 5, 2023

Date

DocuSigned by:



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Carla Cantin
Secretary

December 5, 2023

Date

Motion List

CT- 29 – 2023/24	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the October 25 th , 2023, Board of Directors' Meeting as presented.	Motion Carried
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CT- 31 – 2023/24	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves The Variance Report and Financial Statements as presented.	Motion Carried
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CT- 33 – 2023/24	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves The Appointment Catherine Gull to the Diversity Committee	Motion Carried
CT- 34 – 2023/24	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves to an in-camera session at 5:56	Motion Carried
CT- 35 – 2023/24	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves out of the in-camera session at 6:24	Motion Carried