

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, Catherine Gull, Diane Morrell, Candace Fuhringer
Staff:	Paul Jalbert, Executive Director Lore-Lee Fortin, 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
Regrets:	

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

Paul Jalbert read the Land Acknowledgement and Randy Cox 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. CT- 56 – 2023/24 Moved by Carla Cantin, seconded by Dominique Boucher -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the February 28, 2024 Board of Directors' Meeting as presented. Motion Carried
1.2	Review and Adoption of Minutes The minutes of the January 24, 2024 Board of Directors' meeting are included in the Board meeting package. CT- 57 – 2023/24 Moved by Randy Cox, seconded by Patrick Gervais -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the minutes of the January 24, 2024 Board of Directors' Meeting as presented. Motion Carried
1.3	Declaration of Conflict of Interest No conflict of interest was declared.
2.0	Items for Decision
2.1	Approval of Financial Statements The Variance Report and Financial Statements for the period ending December 31, 2023 are included in the Board meeting package, which Angie Peters-Carlson reviewed.

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	<p style="text-align: right;">CT- 58 – 2023/24</p> <p>Moved by Diane Morrell, seconded by Dominique Boucher -- 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>
2.2	<p>Securing Weapons and/or Substances for Clients in Distress Policy</p> <p>The Securing Weapons and/or Substances for Clients in Distress policy is included in the Board meeting package which Lore-Lee Fortin reviewed. Lore-Lee explained that the OPP suggested that CMHA-CT have a policy for securing weapons and/or substances.</p> <p style="text-align: right;">CT- 59 – 2023/24</p> <p>Moved by Carla Cantin, seconded by Patrick Gervais -- Be it resolved that the Canadian Mental Health Association - Cochrane Timiskaming Branch approves Securing Weapons and/or Substances for Clients in Distress policy as presented.</p> <p style="text-align: right;">Motion Carried</p>
2.3	<p>Internal Communications and Social Media Policy</p> <p>The Internal Communications and Social Media policy is included in the Board meeting package which Angie Peters-Carlson reviewed.</p> <p style="text-align: right;">CT- 60 – 2023/24</p> <p>Moved by Randy Cox, seconded by Diane Morrell -- Be it resolved that the Canadian Mental Health Association - Cochrane Timiskaming Branch approves the Internal Communications and Social Media policy as presented.</p> <p style="text-align: right;">Motion Carried</p>
3.0	Items for Discussion and Direction
3.1	<p>Philanthropy & Fundraising Strategies</p> <p>The Philanthropy & Fundraising Strategies briefing note prepared by Patrick Gervais is included in the Board meeting package.</p> <p>Paul Jalbert will lead this work and report back to the Board. Jesse commended Patrick on how the Board Briefing note was put together with questions and a timeline and mentioned that the timing was</p> <p>Diane Morrell suggested that there should also be a report as to how the money was spent.</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>Balanced Scorecard</p> <p>The Balanced Scorecard for the 3rd quarter (October to December, 2024) is included in the Board meeting package which Jesse Lamothe reviewed.</p> <p>Jesse noted that the agency will be purchasing three more tablets for the Cochrane, Iroquois Falls and the</p>

February 28, 2024
Board of Directors Meeting Minutes
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	Pine Street locations, so this will change the numbers in the future.
4.3	<p>Progress on Operational Plan</p> <p>The Operational Plan briefing note is included in the Board meeting package which Jesse Lamothe reviewed.</p> <p>The Central intake and Stepped Care was presented to the staff with a few more presentations to be done once the labour disruption is over.</p> <p>Jesse also noted that the agency is on track with the projects on the Strategic Plan.</p>
4.4	<p>Addiction, Housing & Allied Health & Primary Care Services Report</p> <p>The Addiction, Housing & Allied Health & Primary Care Services Report is included in the Board meeting package which Angele Desormeau reviewed.</p>
4.5	<p>Mental Health Services Report</p> <p>The Mental Health Services Report and waitlist are included in the Board meeting package which Lore-Lee Fortin reviewed.</p>
4.6	<p>Clinical Services Report</p> <p>The Clinical Services Report is included in the Board meeting package which Paul Jalbert reviewed.</p>
4.7	<p>Executive Director's Report</p> <p>The Clinical Services Report is included in the Board meeting package which Paul Jalbert reviewed.</p>
5.0	Board Meeting Survey
5.1	<p>Board Meeting Survey</p> <p style="text-align: center;"><u>To be completed immediately following the meeting.</u></p> <p style="text-align: center;"><u>https://www.surveymonkey.com/r/feb-board-mtg</u></p>
6.0	For Your Information
6.1	<p>Board Attendance</p> <p>The Board Attendance report is included in the Board meeting package.</p>
6.2	<p>Audit Committee Meeting Minutes</p> <p>The Audit Committee Meeting minutes of the January 16, 2024 meeting are included in the Board meeting package.</p>
7.0	In-Camera Session
7.1	<p>Move to In-Camera Session</p> <p style="text-align: right;">CT- 61 – 2023/24</p> <p>Moved by Pat Gervais, seconded by Pierre Belec -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves to an in-camera session at 5:48pm.</p> <p style="text-align: right;">Motion Carried</p>
	In-Camera Discussion
7.2	Move Out of In-Camera Session



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Item #	Topic
	CT- 62 – 2023/24
	Moved by Randy Cox, seconded by Patrick Gervais -- Be it resolved that the Canadian Mental Health Association - Cochrane-Timiskaming Branch moves out of the in-camera session at 6:29pm.
	Motion Carried
7.3	Rise and Report
8.0	Next Board Meeting
	March 27, 2024
9.0	Adjournment
	Meeting adjourned at 6:29pm.

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Paul Crombeen
President / Co-Chair

April 1, 2024

Date

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Carla Cantin
Secretary

April 5, 2024

Date