



April 24, 2024
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, Patrick Gervais, Catherine Gull, Diane Morrell, Candace Fuhringer, Kerry Schubert-Mackey
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 Lizane Claveau, Recording Secretary
Regrets:	Randy Cox

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

Paul Jalbert read the Land Acknowledgement and Dominique Boucher the Vision & Mission Statement.

Item #	Topic
1.0	Standing Agenda Items
	Review and Adoption of Agenda
1.1	3.7 Board Policies and Resources - Patrick Gervais CT- 75 – 2023/24 Moved by Pierre Belec, seconded by Patrick Gervais - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the April 24, 2024, Board of Directors' Meeting as amended. Motion Carried
	Review and Adoption of Minutes
1.2	CT- 76 – 2023/24 Moved by Dominique Boucher, seconded by Diane Morrell - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the minutes of the March 27,2024, Board of Directors' Meeting as presented. Motion Carried
1.3	Declaration of Conflict of Interest No conflict was declared.
2.0	Items for Decision
2.1	Approval of Financial Statements

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	<p>Angie Peters-Carlson reviewed the Variance Report and Financial Statements which is included in the meeting package.</p> <p style="text-align: right;">CT- 77 – 2023/24</p> <p>Moved by Diane Morrell, seconded by Patrick Gervais - 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>Whistleblowing Policy</p> <p>The Whistleblowing Policy is included in the meeting package which Angie Peters-Carlson presented.</p> <p>In section 6.2.1 change his or her supervisor, to their immediate supervisor to be gender neutral.</p> <p>In 6.3.4 Change recognizes that you need, to recognizes that staff need.</p> <p>Add a section regarding progressive disciplinary in the event of a breach to the policy.</p> <p>6.1.1 was discussed and was suggested to be removed.</p> <p>Action Item: to be brought back with the necessary changes.</p>
2.3	<p>Gervais Emergency Consulting – Invoice and Cheque Requests for March and April</p> <p>The Invoice and Cheque Requests for March and April are included in the meeting package which Paul Jalbert and Angie Peters-Carlson presented.</p> <p>2.3.1 March Cheque Request 2.3.2 April Cheque Request</p> <p>Discussion on the invoice information and providing more detail. There was surplus in rent supplement funds, and this was used to support the residents impacted by the Empire Fire.</p> <p>Action Item: Request a receipt with a briefing note to be sent electronically for approval.</p> <p style="text-align: right;">CT- 79 – 2023/24</p> <p>Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves payment of Gervais Emergency Consulting - invoice # 20240415 for March regarding the Empire Complex for the amount of \$136,997.91 as presented.</p>
3.0	Reports
3.1	<p>Human Resources Report</p> <p>The Human Resources Report is included in the meeting package which Angie Peters-Carlson presented.</p>
3.2	<p>Progress on Operational Plan (from Strategic Plan)</p> <p>Progress on Operational Plan is included in the meeting package which Jesse Lamothe presented.</p> <p>Jesse Lamothe noted there is a lot of ongoing work around Stepped Care Mapping and Stepped Care Work.</p>

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	<p>The Stepped Care, specifically the implementation and staffing allocations will be presented and the Bi-Annual meeting on May 3rd.</p> <p>In the process of integrating all data from the former legacy organizations into one system to have a much better grasp of all the data across the organization and using that to demonstrate the value for services.</p>
3.3	<p>Addiction, Housing & Regional Programs & Primary Care Services Report</p> <p>The Addiction, Housing & Regional Programs & Primary Care Services Report is included in the meeting package which Angele Desormeau presented.</p>
3.4	<p>Mental Health Services Report</p> <p>The Mental Health Services Report is included in the meeting package which Lore-Lee Fortin presented.</p> <p>Lore-Lee Fortin noted how the agency is maintaining the Mobile Crisis Unit program at the present time.</p> <p>Discussion ensued on Ontario Structure Psychotherapy assessing referrals and determining eligibility, then assigning to the program.</p>
3.5	<p>Clinical Report</p> <p>The Clinical Report is included in the meeting package which Angele Desormeau and Lore-Lee Fortin presented.</p>
3.6	<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 noted there will be a in person Workshop in Sudbury regarding Ontario Health Teams in late May. Paul will circulate the information to the Board members as they are invited to participate.</p>
3.7	<p>Board Policies and Resources</p> <p>Patrick Gervais discussed the issues of policies and documents such as Board Structure and orientation packages on the OneDrive are not up to date and to provide all board members access to important information and resources that would benefit the Board.</p> <p>The Executive committee or Quality Improvement committee could meet to discuss the cleanup of all the information.</p> <p>Action Item: Add Board Policies and Resources to the Quality Improvement agenda to be held on May 8th.</p>
4.0	<p>Board Meeting Survey</p>
4.1	<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;">https://www.surveymonkey.com/r/9F9YMQ7</p>
5.0	<p>For Your Information</p>
5.1	Board Attendance
5.2	Audit Committee Meeting Minutes
5.3	General Correspondence
5.3.1	Letter of Agreement – DTSSAB
5.3.2	4Cimpact – Our Possible Future Rests Within Our Own Hands



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	5.3.3 Disrupting Health Systems with Social Accountability
	5.3.4 2024 Northeastern Ontario Collaborative Workshop - ON OHT Presentation
6.0	In-Camera Session -
	Move to In-Camera Session
	CT- 80 – 2023/24
6.1	Moved by Patrick Gervais, seconded by Carla Cantin - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves to an in-camera session at 6:13pm
	Motion Carried
	In-Camera Discussion
	Move Out of In-Camera Session
	CT- 81 – 2023/24
6.2	Moved by Pierre Belec - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves out of the in-camera session at 6:58pm
	Motion Carried
6.3	Rise and Report
7.0	Next Board Meeting
	Wednesday May 22, 2024
8.0	Adjournment

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Paul Crombeen
President / Co-Chair

May 24, 2024

Date

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Carla Cantin
Secretary

May 25, 2024

Date