



June 26, 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:	Dominique Boucher-Chair, Patrick Gervais, Carla Cantin, Candace Fuhringer, Diane Morrell, Pierre Belec, Catherine Gull, 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

Minutes

Item #	Topic
1.0	Standing Agenda Items
	Review and Adoption of Agenda CT-01– 2023/24
1.1	Moved by Kerry Schubert-Mackey, seconded by Pierre Belec - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the June 26, 2024, Board of Directors' Meeting as presented. Motion Carried
1.2	Declaration of Conflict of Interest Not conflict was declared
2.0	Items for Decision
	Lieu Time Policy CT-02– 2023/24
2.1	Moved by Carla Cantin, seconded by Pierre Belec - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves The Lieu Time Policy as presented. Motion Carried
	Disposal of Assets Policy CT-03– 2023/24
2.2	Moved by Diane Morrell, seconded by Carla Cantin - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves The Disposal of Assets Policy as presented. Motion Carried



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2.3	<p>HVAC Purchase Requisition Request</p> <p style="text-align: right;">CT-04– 2023/24</p> <p>Moved by Kerry Schubert-Mackey, seconded by Pierre Belec - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves The HVAV as per quote 91342 in the amount of \$243,000.00 as Presented.</p> <p style="text-align: right;">Motion Carried</p>
2.4	<p>Safe Health Site Timmins Letter</p> <p>Dominique Boucher noted to change the date from July 1 to July1, 2024.</p> <p>Action Item: Lizane to send out the motion to the Board via email to be voted on. – Done LC</p> <p style="text-align: right;">CT-05– 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 the Safe Health Site Timmins Letter as amended.</p> <p style="text-align: right;">Motion Carried</p>
2.5	<p>CMHA National 2024 Proxy Form</p> <p style="text-align: right;">CT-06– 2023/24</p> <p>Moved by Pierre Belec, seconded by Carla Cantin - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves the delegates for the CMHA National 2024 Proxy as Kerry Schubert-Mackey and Dominique Boucher.</p> <p style="text-align: right;">Motion Carried</p>
2.6	<p>Executive Committee Business</p> <p style="text-align: right;">CT-07– 2023/24</p> <p>Moved by Carla Cantin, seconded by Pierre Belec - Be it resolved that the Executive Committee be empowered by the Canadian Mental Health Association-Cochrane Timiskaming Branch Board of Directors to conduct business during the Boards 2024 summer hiatus.</p> <p style="text-align: right;">Motion Carried</p>
3.0	<p>Items for Discussion and Direction</p>
3.1	<p>Office Closure Trial</p> <p>The Office Closure Trial briefing note is included in the meeting package which Paul Jalbert and Lore-Lee Fortin presented.</p> <p>Discussion on the office closure be brought to the committee for feedback on the issues that might arise with the closure during the lunch hour.</p>



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3.2	<p>Ontario Health Team Strategic Retreat Feedback</p> <p>Carla spoke toward the highlights of the Ontario Health Team Strategic Retreat that took place in New Liskeard.</p>
4.0	Reports
4.1	<p>Human Resources Report</p> <p>The Human Resources Report is included in the meeting package which Angie Peters-Carlson presented.</p>
4.2	<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>
4.3	<p>Addiction, Housing & Regional Programs & Primary Care Services Report and Mental Health Services Report</p> <p>The Addiction, Housing & Regional Programs & Primary Care Services Report & Mental Health Services Report is included in the meeting package which Angele Desormeau and Lore-Lee Fortin presented.</p> <p>Angele Desormeau discussed the Safe Health Site operations and what services we will provide.</p> <p>Lore-Lee Fortin noted the successful recruitment of a psychotherapist position for the Ontario Structured Psychotherapy program in the New Liskeard office and the successful submission on three grants for the Mobile Crisis Response Team.</p>
4.4	<p>Clinical Report</p> <p>The Clinical Report is included in the meeting package which Angele Desormeau and Lore-Lee Fortin presented.</p>
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>
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;">https://www.surveymonkey.com/r/J57NNFT</p>
6.0	For Your Information
6.1	Board Attendance
6.2	Board May 22, 2024, Survey Results
6.3	Audit Committee Meeting Minutes
7.0	In-Camera Session -
7.1	<p>Move to In-Camera Session</p> <p style="text-align: right;">CT-08– 2023/24</p> <p>Moved by Carla Cantin, seconded by Kerry Schubert-Mackey - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves to an in-camera session at 7:14pm</p> <p style="text-align: right;">Motion Carried</p>
In-Camera Discussion	



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7.2	<p>Move Out of In-Camera Session</p> <p style="text-align: right;">CT-09– 2023/24</p> <p>Moved by Pierre Belec, seconded by Diane Morrell - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves out of the in-camera session at 8:12pm</p> <p style="text-align: right;">Motion Carried</p>
7.3	Rise and Report
8.0	Next Board Meeting
	September 25, 2024
9.0	Adjournment
	Board Chair adjourned the meeting at 8:13pm Moved by Pierre Belec

DocuSigned by:

Dominique Boucher

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Dominique Boucher
President / Co-Chair

September 26, 2024

Date

DocuSigned by:

Candace Fuhringer

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Candace Fuhringer
Secretary

September 27, 2024

Date