

Canadian Mental Health Association Cochrane-Timiskaming Addiction and Mental Health Services September 25, 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, Carla Cantin, Patrick Gervais, Candace Fuhringer, Kerry Schubert-Mackey, Cléo Charlebois	
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:	Pierre Belec, Diane Morrell, Catherine Gull	

Dominique Boucher called the meeting to order at 5:01pm and chaired the meeting.

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

<u>Minutes</u>

Time	Item # 1.0		Торіс		
		Standing Agenda Items			
			Review and Adoption of the September 25, 2024, Agenda		
			Paul Jalbert welcomed Cléo Charlebois to the Board of Directors.		
2		1.1	CT- 10 – 2024/25		
Z		1.1	Moved by Kerry Schubert-Mackey, seconded by Carla Cantin - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the September 25, 2024, Board of Directors' Meeting as presented.		
			Motion Carried		
4		1.2	Review and Adoption of the Minutes		
			1.2.1 Review and Adoption of the June 26, 2024, Minutes – End of the 2023/24Year		
			CT- 11 – 2024/25		
Health Association-Cochrane Timi			Moved by Carla Cantin, seconded by Kerry Schubert-Mackey - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the minutes of the June 26, 2024, end of the 2023-24 Board of Directors' Meeting as presented.		
			Motion Carried		
			1.2.2 Review and Adoption of the June 26, 2024, Minutes – Start of the 2024/25 Year		
			CT- 24 – 2024/25		



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				ey, seconded by Carla Cantin - Be it re imiskaming Branch adopts the minutes eting as presented.	
				1	Motion Carried
4		1.3	Declaration of Conflict of Interes	SI	
		-	No conflict was declared.		
	2.0	Items	for Decision		
10		2.1	presented. The fundraiser funds organizing of the event. Informat The reputation of the agency wa event organizer could mention a It was noted that the signed doc Documentation that needs signat	disclaimer regarding the event. ument should go directly to the City of	ot be involved in the planning or or the lottery licence. the comedy event. It was suggested the Timmins and not the event organizers. Incher, Patrick Gervais and Carla Cantin CT- 12 – 2024/25 ed that the Canadian Mental Health
			Approval of Financial Statement	S	Motion Carried
			The Financial Statement is inclu	ded in the meeting package which Ang	jie Peters-Carlson presented.
					CT- 13 – 2024/25
10		2.2		ey, seconded by Carla Cantin- Be it res ming Branch approves The Variance R	solved that the Canadian Mental Health eport and Financial Statements as
					Motion Carried
20		2.3	New Board Members for the follo2.3.1Recruitment of Quality	owing Committees Improvement Committee member	
					CT- 14 – 2024/25
			Action Item: Deferred to the nex	t Board meeting	
			•	y Standing Committee member	



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					CT- 15 – 2024/25	
			Action Item: Deferred to the next Board	meeting		
			2.3.3 Recruitment of Audit Committee			
					CT- 16 – 2024/25	
					GT- T0 - 2024/25	
			Action Item: Deferred to the next Board	meeting		
			Progressive Discipline Policy			
			The Progressive Discipline Policy is inc	luded in the meeting package which Ar	ngie Peters-Carlson presented.	
8		2.4	Angie noted the changes that were ma	de to this existing policy.		
					CT- 17 – 2024/25	
			Moved by Cléo Charlebois, seconded l Association - Cochrane Timiskaming B	by Patrick Gervais- Be it resolved that th ranch approves the Progressive Discipl		
10		2.5	Administration and Leadership Perform	ance and Development Plan		
			2.5.1 Performance and Developme	it Plan Policy – Management		
			The Mangers Performance and Develor Peters-Carlson presented.	pment Plan Policy is included in the me	eeting package which Angie	
			Angie reviewed and outlined the contents in the policy as well as future aspirations.			
					CT- 18 – 2024/25	
			Moved by Carla Cantin, seconded by Cléo Charlebois - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch approves The Managers Performance and Development Plan Policy as presented.			
					Motion Carried	
			2.5.2 Performance and Developme	nt Plan Policy – Director		
			The Directors Performance and Develor Peters-Carlson presented.	pment Plan Policy is included in the me	eeting package which Angie	
			Angie reviewed and outlined the conten	nts in the policy as well as future aspira	tions.	
					CT- 19 – 2024/25	
				by Patrick Gervais - Be it resolved that t anch approves The Directors Performar		
					Motion Carried	
8		2.6	Board Retreat			



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The Board Retreat information in included in the meeting pa					ch Angie Peters-Carlson presented.	
				s discussed, and it was agreed to have t was suggested to meet face to face at		
					CT- 20 – 202	4/25
				ded by Cléo Charlebois - Be it resolved ming Branch approves The Board Retre		
					Motion Ca	rried
			Renewal of IT Services			
				ormation in included in the meeting pac from Great White North presented.	kage which Angie Peters-Carlson,	
8		2.7	Jeremy and Paul presented a c security and Backup migration.	quote for professional services provided	to CMHA as well as product details	5,
					CT- 21 – 202	4/25
				onded by Cléo Charlebois - Be it resolve ming Branch approves The Renewal of		
					Motion Ca	rried
	3.0	Items	for Discussion and Direction			
			Hart Hub & Wellness Centre			
		3.1	The Hart Hub Wellness Centron presented.	tre information is included in the mee	eting package which Paul Jalbert	
			funding for such services. Cl	oping of a Wellness Centre that coin DSSAB possibly purchasing the Ran pending on the funding received.	•	
	4.0	Repor	•	,		
			Human Resources Report			
10		4.1	The Human Resources Reported	ort is included in the meeting packag	e which Angie Peters-Carlson	
			report.	rent Job Vacancies report for Augus	and the added Grievance Statu	S
			Progress on Operational Plan ((from Strategic Plan)		
10		4.2	The Progress on the Operati presented.	ional Plan in include in the meeting p	ackage which Jesse Lamothe	



September 25, 2024 Board of Directors Meeting Minutes CMHA Cochrane Timiskaming Branch

10 4.4 Provincial Data Set and Community Business Intelligence (PDS and CBI) 10 4.4 The Provincial Data Set and Community Business Intelligence in included in the meeting package which Jesse Lamothe presented. Action item: To be deferred to the October Board meeting. Executive Director's Report 10 4.5 The Executive Director's Report is included in the meeting package which Paul Jalbert presented. Paul noted on October 1*, The City of Timmins will be hosting an event at the Timmins Museum for students that will be entering the workforce and invited to Board members to attend. 5.0 Board Meeting Survey 5.1 Board Meeting Survey 2 In be completed immediately following the meeting. https://www.surveymonkey.com/r/VWBZQKK 6.0 For Your Information 2 6.1 6.1 Board Attendance 2 6.3 6.3 Audit Committee Meeting Minutes – June 18, 2024 6 General Correspondence 5 6.4 5.4.1 HIROC Subscriber Surplus Update – December 2023 7.0 In-Camera Session CT- 22 – 2024/2 7.1 Moved by Candace, seconded by Kerry Schubert-Mackey - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves to an in-camera session at 7:01pm <t< th=""><th></th><th></th><th></th><th>D = Discussion I = Information Purposes Only M: Motion</th></t<>				D = Discussion I = Information Purposes Only M: Motion			
a combined effort a draft of almost all the programs has been completed. Addiction, Housing & Regional Programs & Primary Care Services Report - Mental Health Services Report in Chusing & Regional Programs & Primary Care Services Report and the Mental Health Services Report in Addiction, Housing & Regional Programs & Primary Care Services Report and the Mental Health Services Report in Services Report in Services Report in Chusing & Regional Programs & Primary Care Services Report and the Mental Health Services Report in Services Report in Services Report in Chusing & Regional Programs & Primary Care Services Report and the Mental Health Services Report in Chusing & Regional Programs & Primary Care Services Report and the Mental Health Services Report in Chusing a Service Provincial Data Set and Community Business Intelligence (PDS and CBI) 10 4.4 The Provincial Data Set and Community Business Intelligence in included in the meeting package which Addion item: To be deferred to the October Board meeting. Executive Director's Report is included in the meeting package which Paul Jalbert presented. Paul noted on October 1 st . The City of Timmins will be hosting an event at the Timmins Museum for students that will be entering the workforce and invited to Board meeting. Tat will be entering Survey 2 To be completed immediately following the meeting. 2 To be completed immediately following the meeting. 2 6.1 Board Meeting Murutes – June 18, 2024 4 General Correspondence 6.2 Board June 26, 2024, Survey Results 2 6.3 Audit Committee Meeting Murutes – June 18, 2024 CT- 22 – 2024/2 </th <th>Time</th> <th></th> <th></th> <th>Торіс</th>	Time			Торіс			
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 7.2 7.2 Moved by Candace Fuhringer, seconded by Patrick Gervais - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves out of the in-camera session at 7.36pm 			in Oal				
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Moved by Candace Fuhringer, seconded by Patrick Gervais - Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch moves out of the in-camera session at 7.36pm				CT- 23 – 2024/25			
Motion Carrie			Moved by Candace Fuhringer, seconded by Patrick Gervais - Be it resolved that the Canadian Menta				
				Motion Carried			



Canadian Mental Health Association Cochrane-Timiskaming Addiction and Mental Health Services September 25, 2024 Board of Directors Meeting Minutes CMHA Cochrane Timiskaming Branch

		D = Discussion	I = Information Purposes Only	M: Motion	
Time	ltem #		Торіс		
		7.3 Rise and Report			
	8.0	Next Board Meeting			
		October 23, 2024			
	9.0	Adjournment at 7:36pm			

DocuSigned by:

Dominique Boucher

Dominique Boucher President / Co-Chair

October 24, 2024

Date

Signed by С an

Candace Fuhringer Secretary

October 28, 2024

Date