



**CMHA/PEEL BRANCH
Board Meeting Minutes**

**January 22nd, 2013
6:15 P.M.**

7700 Hurontario

Present: Frank van Nie, Chair
Janine Elias Joukema
Christine Devoy, COO
Helen Gemmell – Senior Director, Corporate Services
Jeanette Schepp
Mark Howarth
Jack Kamrad
Neil Brydon
Louroz Mercader
Ron Dabor
Kumee Rao
Bertha Jacov
Karen Maraj, Recorder

Regrets: Sandy Milakovic, Gilles Paquette

1. Board Education:

F.A.M.E. presentation

FAME's Executive Director, Christine Cooper, and Board Chair, Barbara Fraser, presented to the Board on their governance model and provided an overview of their agency's services.

2. Call to Order/Check-In

The Chair, Frank van Nie, called the meeting to order at 7:00 p.m.

3. Approval of Agenda

MOTION: 1.01.22.13

On the motion duly moved by Janine Elias Joukema and seconded by Kumees Rao.

IT WAS RESOLVED THAT: the Agenda be approved with the following deferrals and additions:

Deferrals:

7.1 Cessation of Employment Guidelines

7.2 M-SAA Revisions

7.3 Revised Budget

10.1 Revised First & Second Level Ends Policy Monitoring

Additions:

7.8 Restructuring Expenses

7.9 LHIN Year-End Requests

Carried.

4. Declaration re: Conflict of Interest

None

5. Approval of Minutes

(November 27th, 2012 Board Meeting Minutes)

MOTION: 2.01.22.13

On the motion duly moved by Jack Kamrad and seconded by Neil Brydon.

IT WAS RESOLVED THAT: the minutes of the November 27th, 2012 Board meeting be approved as presented.

Carried.

MOTION: 3.01.22.13

On the motion duly moved by Jeanette Schepp and seconded by Mark Howarth.

IT WAS RESOLVED THAT: the minutes of the December 13th, 2012 Board Teleconference meeting be approved as presented.

Carried.

6. Action items

The action items were reviewed and updated accordingly.

7. Board Means

7.1 Cessation of Employment Guidelines

This item was deferred to February's Board meeting.

7.2 M-SAA Revision

As the revised M-SAA was not received from the LHIN in time for the meeting, this agenda item was deferred to February's Board meeting.

7.3 Revised Budget

This item was deferred to the February's meeting to allow further revisions to the budget.

7.4 Retreat Follow Up

- It was agreed that a mini Board Retreat will occur on Saturday April 20th, 2013 to update the agency's Mission Statement and Ends.
- The Retreat will be held in the Community Door Boardroom – 7700 Hurontario Street Brampton, Unit 601.
- It was agreed that the Chair will facilitate the Retreat with support from Vice Chair, Janine Elias Joukema, as co-facilitator.
- The Executive Leadership Team is invited to participate in the Board's mini-retreat as well.

7.5 CW LHIN Board Update

Janine, Neil and Kume reported to the Board on the CW LHIN Board meeting held at the Community Door Brampton on November 28th, 2012. CMHA/Peel's overview presentation was well received by the CW LHIN Board and comments/questions posed included gaps in addictions services, integration efforts and geographical funding from two LHINs. It was reiterated that CMHA/Peel is very well respected as an entity. Overall, the meeting was interesting and enlightening for both Boards.

7.6 Governance Committee Report

MOTION: 4.01.22.13

On the motion duly moved by Janine Elias Jookema and seconded by Kume Rao.

IT WAS RESOLVED THAT: the Board approve the new EL #2o Consent Agenda Items and the revised GP #2i Annual Planning, as presented.

7.7 CEO Succession - Motion

MOTION: 5.01.22.13

On the motion duly moved by Louroz Mercader and seconded by Jeanette Schepp.

IT WAS RESOLVED THAT: the Board move in Camera with no staff present.

Carried.

MOTION: 6.01.22.13

On the motion duly moved by Louroz Mercader and seconded by Jeanette Schepp.

IT WAS RESOLVED THAT: the Board move out of Camera.

Carried.

7.8 Restructuring Expenses

MOTION: 7.01.22.13

On the motion duly moved by Jeanette Schepp and seconded by Jack Kamrad.

IT WAS RESOLVED THAT: the Board move in Camera with senior staff present.

Carried.

MOTION: 08.01.22.13

On the motion duly moved by Jeannette Schepp and seconded by Jack Kamrad.

IT WAS RESOLVED THAT: the Board move out of Camera.

Carried.

7.9 LHIN Year-End Requests

MOTION: 09.01.22.13

On the motion duly moved by Ron Dabor and seconded by Jack Kamrad.

IT WAS RESOLVED THAT: the Board approve the one time spending out of surplus funds, as proposed, including the restructuring/HR package expenses as presented.

Carried.

7.10 Davidson Scholarship Board Volunteer

Louroz Mercader agreed to join the Davidson Scholarship Committee in light of Karine Morin's resignation from the Board.

8. Ownership Linkage Update

8.1 Work Group Update

- The committee met via teleconference in January to initiate work on their targeted objectives. The committee agreed that they would connect with Stakeholders to verify contact information and apprise them of the upcoming survey.
- A teleconference meeting is scheduled for February 5th, 2013 to follow up on the status of these calls in order to proceed to the next step of sending the survey.
- Keith has expressed interest in continuing to serve on the Ownership Linkage Committee.

9. EL Policy – Monitoring & Policy Change

9.1 EL #2n Local Health Integration Network (LHIN Reporting)

MOTION: 10.01.22.13

On the motion duly moved by Janine Elias Joukema and seconded by Mark Howarth.

IT WAS RESOLVED THAT: the Board received a monitoring report for EL#2n Local Health Integration Network (LHIN), determined that the interpretations are reasonable and that the data proves compliance.

Carried.

10. Ends

10.1 Revised First & Second Level Ends Policy Monitoring

This agenda item was deferred to February's meeting.

11. Consent Agenda

N/A

12. Board Self Evaluation

N/A

13. Next Meeting /Upcoming Agenda Items:

- Cessation of Employment Guidelines
- Revised M-SAA
- Revised Budget
- Revised First & Second Level Ends Policy Monitoring

14. Volunteer Forms

All Board members present handed in their forms.

15. Meeting Process Review

The Meeting Process Review form was provided should members feel the need to provide comments and feedback on the meeting.

16. Adjournment

MOTION: 11.01.22.13

On the motion duly moved by Neil Brydon and seconded by Jeanette Schepp.

IT WAS RESOLVED THAT: the Board meeting be adjourned.

The meeting was adjourned at 9:50 p.m.

Signatures below indicate the final, approved copy of the minutes:



Frank Van Nie, Chair



Christine Devoy, C.O.O (Acting CEO)

Date: Feb. 26, 2013

Date: Mar 4, 2013