



**CMHA/PEEL BRANCH
Board Meeting Minutes**

**October 23rd, 2012
6:15 P.M.**

7700 Hurontario

Present: Frank van Nie, Chair
Sandy Milakovic, CEO & Secretary
Janine Elias Joukema
Mark Howarth
Gilles Paquette
Jeanette Schepp
Keith Ward
Jack Kamrad
Kumee Rao
Neil Brydon
Louroz Mercarder
Karen Maraj, Recorder

Regrets: Ron Dabor , Karine Morin

1. Call to Order/Check-In

The Chair, Frank van Nie, called the meeting to order at 6:15 p.m.

2. Board Education:

N/A

3. Approval of Agenda

MOTION: 1.10.23.12

On the motion duly moved by Janine Elias Joukema and seconded by Neil Brydon.

IT WAS RESOLVED THAT: the Agenda be approved

Carried.

4. Declaration re: Conflict of Interest

None

5. Approval of Minutes

(June 12th, 2012 Board Meeting Minutes)

MOTION: 2.10.23.12

On the motion duly moved by Louroz Mercader and seconded by Giles Paquette.

IT WAS RESOLVED THAT: the minutes of the June 12th, 2012 Board meeting be approved as presented.

Carried.

(October 2nd, 2012 Board Meeting Minutes)

MOTION: 3.10.23.12

On the motion duly moved by Gilles Paquette and seconded by Jeanette Schepp.

IT WAS RESOLVED THAT: the minutes of the October 2nd, 2012 Board meeting be approved as presented.

Carried.

6. Action items

The action items were reviewed and updated accordingly.

7. Board Means

7.1 Policy definition with respect to \$10,000 single purchase spending limit (EL#2d, #6)

The Board approved the definition for Regular Ongoing Budgeted Items not requiring Decisions presented by the CEO. The Governance Committee will revise EL#2d policy to reflect the approved definition.

7.2 Board Retreat

- David Sheridan will facilitate the Board Retreat. His presentation will include discussions on the agency's Strategic Planning process.
- Board members are reminded to arrive on time for Friday evening's dinner scheduled for 6:00 p.m. Dinner will be followed by the Retreat Launch and a social gathering.
- Accommodation, meals and travel expenses are paid for by the agency.

7.3 MSAW Declaration of Compliance

MOTION: 4.10.23.12

On the motion duly moved by Keith Ward and seconded by Louroz Mercarder.

IT WAS RESOLVED THAT: the Board authorize the Chair to advise the CW LHIN that, after making inquiries of the CEO, Sandy Milakovic and other appropriate officers of the HSP, to the best of the Board's knowledge and belief, the HSP has fulfilled its obligations under the service accountability agreement (the "M-SAA") in effect during the Applicable Period excluding the Public Sector Compensation Restraint to Protect Public Services Act, 2010 which is no longer in effect.

Carried.

7.4 Policy Process for Special Projects Fund

MOTION: 5.10.23.12

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

IT WAS RESOLVED THAT: the Board approve the suggested uses of the Special Project Fund as submitted for fiscal 2012/2013.

Carried.

A staff committee will be established to identify parameters and guidelines for contribution to and dispersal of the funds. The staff committee's recommendations will be brought forward to the Board in May 2013 for approval.

7.5 Updated Board Commitments

The updated Board Commitments was reviewed and revised accordingly.

7.6 Board Calendar

The updated Board calendar was reviewed.

7.7 Approval of Strategic Planning Expenses

MOTION: 6.10.23.12

On the motion duly moved by Gilles Paquette and seconded by Jack Kamrad.

IT WAS RESOLVED THAT: the Board approve the expenses of the strategic planning process and Board retreat at \$16,200.00 plus HST.

Carried.

7.8 Communication and support – Impact of 0% increase budget

The CW LHIN has confirmed a 0% increase budget for 2013/2014. As the cost of doing business is increasing, there may be a need to decrease our targets in order to properly support our infrastructure. The Board agreed to reduce our targets, if required, to meet the existing funding.

7.9 Compensation

Held in camera

8. Ownership Linkage Update

N/A

9. EL Policy – Monitoring & Policy Change

9.1 EL #2d Financial Conditional Activities (Revised)

The EL2#d was reviewed and the following change recommended:

- Include in the CEO's report (#7), 'all donation receipts over \$10,000 were authorized by a Board signing officer'.

MOTION: 7.10.23.12

On the motion duly moved by Janine Elias Joukema and seconded by Neil Brydon.

IT WAS RESOLVED THAT: the Board approve EL#2d Financial and Condition and Activities as revised, and determined that the interpretations are reasonable and the data proves compliance.

Carried.

10. Ends

10.1 Ends Monitoring Report - Global & 2nd level ends.

The Ends Monitor Report - Global & 2nd Level Ends was presented. The Board agreed that the interpretations and suggestions were reasonable and could be used in the final Ends Monitoring Report.

11. Consent Agenda

N/A

12. Board Self Evaluation

N/A

13. Next Meeting & Upcoming Agenda Items:

14. Volunteer Forms

All Board members present handed in their forms.

15. Meeting Process Review

MOTION: 8.10.23.12

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

IT WAS RESOLVED THAT: the Board move in camera.

Carried.

MOTION: 9.10.23.12

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

IT WAS RESOLVED THAT: the Board move out of in camera.

Carried.

16. Adjournment

MOTION: 10.10.23.12

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

IT WAS RESOLVED THAT: the Board meeting be adjourned.

Carried.

Louroz Mercader left the meeting at 8:35 p.m.

The meeting was adjourned at 9:35 p.m.

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

Frank van Nie, Chair

Sandy Milakovic, Secretary

Date: _____

Date: _____