



**CHILD AND FAMILY CENTRE
CENTRE DE L'ENFANT ET DE LA FAMILLE
NGODWEAANGIZWIN AASKAAGEWIN**

**MEETING OF THE BOARD OF DIRECTORS
Wednesday, February 23, 2011, 6:00 p.m.
Boardroom B, 62 Frood Road, Sudbury**

MINUTES

Present were:

Board President:	Mr. Richard Rivard
Board Vice-President:	Mr. Barry Sullivan
Board Treasurer:	Mr. Stan Kunto
Board Members:	Dr. Sharon Speir Mr. René Quesnelle Dr. Daniel Coté Mr. Donald Malette

Absent with regrets:

Board Member:	Ms. Norah Dougan
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Also attending:

A/ Executive Director:	Dr. Bertrand Guindon Mrs. Monique Levesque,
TQA Director:	Mrs. Michelle Bernier-Wilson
Executive Assistant:	Mrs. Monique Levesque

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| 1 | Call to order | With a quorum present, the meeting was called to order at 6:15 p.m. |
| 2 | Declaration of conflict of interest | No conflicts were declared. |
| 3 | Vision and Mission Statement | The Vision and Mission Statements were read by Dr. Sharon Speir and Dr. Daniel Coté |
| 4 | Approval of the Agenda | IT WAS MOVED BY: Mr. René Quesnelle
AND SECONDED BY: Dr. Daniel Coté |
| | Motion 9/11 | That the agenda of the Board of Directors meeting of February 23, 2011 presented in Doc.01.11/2 be approved as presented.
CARRIED |
| 5 | Review of previous Minutes from January 26, 2011 | IT WAS MOVED BY: Dr. Daniel Coté
AND SECONDED BY: Mr. Donald Malette
That the minutes of the Board of Directors meeting held on January 26, 2011 be |

Motion 10/11

approved with minor editorial change to the attendance list.

CARRIED

6 Business Arising

No new business was reported at this time.

6.1 Governance Manual Review and maintenance

This item was deferred.

7 New Business

a Report from meeting with All Staff

The Board was provided with an update from the All Staff Meeting held February 4. Briefly, the information provided by the A/ ED was well received.

Recommendations for consideration by the Board were the following:

- ~ Working together with the Board in lobbying efforts
- ~ Staff being involved in the solution
- ~ Discussions with MPP Glenn Thibeault

It was agreed that members of the Board of Directors would be invited to attend a Special All Staff Meeting to address said concerns. The Chair of the Board suggested that Staff should start a writing campaign, in which letters be approved by senior management. Another venue could also include the Budget and the elections.

b Bargaining

A letter will be sent to OPSEU to reply to the Notice to Bargain.

c Re-organization of the Agency (attachment)

The A/ ED presented a draft Organizational Chart for the Boards input. The Board of Directors commented and was supportive of the re-organization plan presented.

d Operational Plan (attachment)

The A/ ED provided and update of the operational plan.

e Vision for the Agency

The development of the strategic plan encompassed the notion of the Agency becoming a Centre of Excellence. The A/ ED informed the Board that he sits on the Advisory Committee for the Ontario Centre of Excellence for Child and Youth Mental Health. They were given another seven year mandate and their main goal is supporting the development of evidence based practises in CMH. This is an opportunity for the Agency to plan implementation of evidence based practise. The Board of Directors remains supportive of this goal.

f Request from Staff; Registered Social Workers

The A/ ED informed the Board of a request from Clinicians also registered with the College of Social Workers to meet with them. The Board asked the A/ ED to meet with the group to hear their concerns and advise the Board. The Board is asking that the concerns be presented in writing. It was noted that the Board of Directors will not entertain any item related to the Collective Agreement.

8 Executive Committee

- a Financial reports** The following draft financial documents were reported on:
- Balance Sheet as of January 31, 2011
 - Financial Report for all programs for 10 months ended January 31, 2011
 - Statement of operations for 10 months ended January 31, 2011
 - Cash Flow for the period ending March 31, 2011
- The agency is currently reflecting an operational surplus which will serve to offset the cash flow.
- Resolutions for extended line of credit were presented to the Board of Directors for approval.
- IT WAS MOVED BY: Mr. Stan Kunto
AND SECONDED BY: Mr. René Quesnelle
- Motion 11/11 WHEREAS the corporation has applied to the Royal Bank of Canada for a short term loan to a maximum of \$550,000 (Segment 1.1) – Operating Loan.
- AND WHEREAS the Royal Bank of Canada has agreed to loan the corporation the aforesaid sum.
- Certified to be a true copy of a resolution passed by the directors of Child and Family Centre de l'enfant et de la famille which resolution is in full force and effect and unamended as of the date hereof.
- CARRIED**
- IT WAS MOVED BY: Mr. Stan Kunto
AND SECONDED BY: Mr. René Quesnelle
- Motion 12/11 WHEREAS the Corporation has applied to the Royal Bank of Canada for a short term loan to a maximum of \$290,000 (Temporary increase to Segment 1.1) – Operating Loan. From March 1 to June 30, 2011.
- AND WHEREAS THE Royal Bank of Canada has agreed to loan the corporation the aforesaid sum.
- Certified to be a true copy of a resolution passed by the directors of Child and Family Centre de l'enfant et de la famille which resolution is in full force and effect and unamended as of the date hereof.
- CARRIED**
- IT WAS MOVED BY: Mr. Stan Kunto
AND SECONDED BY: Mr. Barry Sullivan
- Motion 13/11 That the pre audit financial reports be received by the A/ Executive Director as recommended by the Executive Committee.
- CARRIED**
- b Executive Minutes:** This item was deferred to the next meeting.

9 Board Committee Reports

Aboriginal Standing Committee An item to be tabled; changing some language in the By-laws to read “may” instead of “shall”. Further discussion will ensue. It was noted that the Board wishes to review the structure of the Standing Committees.

Anglophone Standing Committee No report was presented at this time.

Francophone Standing Committee; review of Terms of Reference It was suggested to defer this item for a larger discussion.

Nomination Committee It is noted that there may be one potential candidate for the Aboriginal Committee. Meetings are set for mid-March. Update will be provided at the next Board Meeting.

Supervised Access Advisory Committee; proposed Strategic Plan No report was presented at this time.

Strategic Planning Sub-Committee No discussions took place at this time.

Marketing Committee A meeting was held on February 14. At this time efforts are focused on CMH Week. Mr. Quesnelle reported on the following:

- Proclamation Ceremony; Tuesday, May 3 in the Council Chambers
- Activities in the Rainbow Centre; the agenda is being developed.
- Allocated budget is \$500.
- Seeking support from front line staff
- Pursuing Media

After discussing the current state of the Centre it was agreed to post pone the application for a Marketing Intern until the fall. Another topic discussed was to get the Boards of partnering agencies together to develop a children’s week in October.

Partnership Committee No report was presented at this time.

10 TQA Director’s Update Report Ms. Bernier-Wilson shared the results of the Employee Satisfaction Survey. Out of 90 employees, 45 responded. Satisfaction and dissatisfactions were identified.

Ms. Bernier-Wilson also reported on the Triple P Launch. The Public Health sector had taken the lead for the launch. Dr. Guindon was interviewed for the French media.

To conclude her report she noted there was a Flash Mob Dance held at the

Rainbow Centre jointly organized by Lasalle Secondary students, the Union, CAS and CFC. The event was very uplifting.

- 11 Acting Executive Director's Report** The following Clinical Director's reports were circulated and reviewed:
- A/ Executive Director's Report
 - Clinical Activities Monthly Summary to the Board of Directors; January 1-31, 2011
 - Clinical Activities Monthly Trends
- 12 Other** There was brief discussion on the Charitable fund status and item was deferred.
- 13 Next meeting** March 23, 2011 at 6:00 p.m.
- 14 Adjournment** There being no further business to come before the Meeting Body, it was moved by Mr. René Quesnelle that the meeting by adjourned at 9:05 p.m.
- Motion 14/11 **CARRIED**
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PRESIDENT

DATE