



BOARD OF TRUSTEES MEETING

THURSDAY, September 15, 2011

MINUTES of the meeting of the Board of Trustees of the Centre for Addiction and Mental Health held in the Executive Boardroom, 901 King Street West, Toronto, Ontario, on Thursday, September 15, 2011.

Present:

Ms. Pam Jolliffe, Chair	Ms. Kelly Meighen
Mr. John Bowcott	Dr. Benoit Mulsant
Ms. Mary Anne Chambers	Ms. Anne Ramsay
Mr. Jim Griffiths	Mr. Shekhar Prasad
Ms. Christine Hart	Ms. Pat Sanagan
Mr. John Honderich	Mr. Chris Spence (teleconference)
Dr. Lisa Lefebvre	Dr. Rani Srivastava
Ms. Betsy Little	Mr. David Wilson
Mr. Tom MacMillan	Dr. Catherine Zahn
Ms. Sylvia Maracle	

Regrets:

Mr. Dan Burns	Ms. Theresa Claxton
Mr. Gordon Bell	Mr. Bud Purves
Ms. Helen Burstyn (on leave)	Dr. Catharine Whiteside

Recording Secretary Ms. Anna Chow

Invited Guests/Presenters:

Mr. Dev Chopra, Executive Vice President, Corporate Services
Ms. Susan Pigott, Vice President, Communications & Community Engagement

1.0 Welcome and Review Agenda

The Chair welcomed members and guests to the meeting.

On a motion duly made by Ms. Anne Ramsay, seconded by Ms. Mary Anne Chambers, and unanimously carried, it was:

RESOLVED that the Board approves the agenda as presented

2.1 Minutes of the June 9 Meetings

On a motion duly made by Ms. Betsy Little, seconded by Mr. Shekhar Prasad, and unanimously carried, it was:

RESOLVED that the Board of Trustees approves the minutes of June 9, 2011, meetings

2.2 Declarations of Conflict of Interest

There were no declarations of conflict of interest.

3.1 Chair's Report and Update

Ms. Jolliffe indicated that commencing next meeting the Board will hold an in-camera session at the end of each meeting to allow the members an opportunity to discuss how the Board is doing. The intention is to close the in-camera session to all non-board members unless specifically invited by the board chair.

3.2 Introductions

Ms. Jolliffe asked each board member to provide a brief introduction. In addition, CAMH support staff was also introduced to the board members.

4.1 President's Report and Update

Dr. Zahn highlighted several items in her report including recruitment and funding. Tracey MacArthur, Vice President of Information Management Group, Chief Information Officer/Chief Privacy Officer started in this month. Sarah Downey, new Executive Vice President, Clinical Programs will commence in October. Dr. Ivan Silver, new Vice President, Education and Professional Development will commence in December.

She also confirmed that CAMH has received funding for personalized medicine program for \$7 million over the next 7 years from the Ministry of Research and Innovation.

On a motion duly made by Mr. Shekhar Prasad, seconded by Mr. John Bowcott, and unanimously carried, it was:

RESOLVED that the Board of Trustees receives the President's Report and Update

4.2 CAMH Corporate Scorecard Q1 2011 - 2012

Dr. Zahn presented the corporate scorecard for 1st Quarter 2011-12. The indicators were developed based on CAMH's core values and reported on a quarterly basis. Discussion ensued regarding the HR indicators and its comparison to other hospitals. It was noted that CAMH has been working with other mental health hospitals to develop standardized mental health indicators, and will present this indicators at the next meeting.

On a motion duly made by Mr. Jim Griffiths, seconded by Ms. Pat Sanagan, and unanimously carried, it was:

RESOLVED that the Board of Trustees receives the CAMH Corporate Scorecard Q1 2011-2012

4.3 Strategic Plan

Ms. Susan Pigott, Vice President, Communications & Community Engagement, presented an overview of the development of the CAMH's strategic plan which included the establishment of four Taskforces and Steering Committee. Various community engagements including town halls, interviews and Catalytic Conversations were conducted. The process is ongoing with additional meetings to be held and a draft report to be developed for the February 2012 board retreat.

5.1 How CAMH Finances Works

Mr. Dev Chopra, Executive Vice President, Corporate Services, presented an overview of the CAMH finances. Over 90% of CAMH funding is received from the Government of Ontario with the balance received from Foundation fundraising, research grants, and miscellaneous revenue such as retail and preferred accommodation. Utilizing a comprehensive populated based funding model titled Health Based Allocation Model (HBAM), the Government of Ontario

allocated funding to healthcare facilities across Ontario. CAMH will continue to pursue funding through various avenues and submit a balanced budget on an annual basis to the Ministry of Health.

On a motion duly made by Mr. Tom MacMillan, seconded by Mr. Shekhar Prasad, and unanimously carried, it was:

RESOLVED that the Board of Trustees expresses its appreciation to Dev Chopra for his presentation on How CAMH Finances Works

6.0 New Business

6.1 Receipt of Board Committees

The following Committee minutes were received:

Clinical Quality Committee (May12, 2011)
Governance Committee (April 14, 2011)
Medical Advisory Committee (May 31, 2011)

The following Board Committee updates were provided:

Foundation

Ms. Kelly Meighen stated that Foundation staff has been working on several projects over the summer and highlights included Major Donor gifts and establishment of staff Award. The Bell Celebrity Gala, a major fundraising event to support mental health, will be held on October 11, 2011. As well, the Gifts of Life Campaign (a project to provide gifts to 1000 clients over the holiday) is underway.

Clinical Quality Committee

Ms. Pat Sanagan reported on the Committee's recent meeting and specifically noted that the committee will be receiving quality presentations from various departments as part of its role in ensuring CAMH is compliant with its responsibilities under the *Excellent Care for All Act* (ECFAA).

Audit, Finance and Resources Committee

Mr. Jim Griffiths reported that, as of the end of July, CAMH is under budget with a projected balanced year end. The committee will be reviewing the human resources plan on a quarterly basis, as well as reviewing the Hospital Annual Planning Submission (HAPS) due January for 2012/13.

Governance Committee

Ms. Mary Anne Chambers circulated the Skills Inventory Template for completion by September 23. Education courses were also circulated for members' information. The new Board Members Orientation will be held on September 23 and all members are welcome to attend.

Medical Advisory Committee

Dr. Benoit Muslant indicated that the committee reviewed various policies including infection control and control of contraband policies.

On a motion duly made by Ms. Pat Sanagan, seconded by Ms. Anne Ramsay, and unanimously carried, it was:

RESOLVED that the Board of Trustees receives the above committee minutes

6.2 Medical Staff Appointments

Dr. Benoit Muslant precirculated a list of medical staff whose privileges were recommended by the committee.

On a motion duly made by Ms. Anne Ramsay, seconded by Ms. Mary Anne Chambers, and unanimously carried, it was:

RESOLVED that the Board approves the medical staff privileges recommended by the Medical Advisory Committee

7.1 Funding Approval for Phase 1C

Mr. Dev Chopra presented an overview of the re-development occurring at the Queen Street site and, in particular, with respect to the proposed Phase 1C construction. He announced to the Board that CAMH had received approval from the Ministry to proceed with Phase 1C. The Board was advised of the details of agreement. The Board was asked to keep this information confidential until such time as it was official announced. Discussion ensued regarding the status of the project.

On a motion duly made by Ms. Kelly Meighen, seconded by Mr. Shekhar Prasad, the Board unanimously approved the following:

The Board of Trustees of CAMH having reviewed the discussions CAMH staff had with Ministry of Health and Long Term Care (MoHLTC) staff on August 29, 2011 regarding:

- 1) Government's decision to include Phase 1C of our Redevelopment Project in the its multi-year infrastructure plan, Building Together,*
- 2) MoHLTC having received the Provincial Government's fiscal approval for the Phase 1C project to begin the tendering process in the 2015/16 provincial fiscal year, and*
- 3) Ministry's requirement that CAMH assume initial responsibility for the capital costs associated with planning and design relating to Phase 1C totaling \$18 million over the fiscals 2011/12 to 2014/15 inclusive, subject to being included as part of the final cost sharing agreement upon commercial close or award of construction contract, depending on procurement approach chosen,*

and having taken into account:

- a) the critical importance of phase 1C to CAMH's model of care and strategic plans,*
- b) CAMH Foundation's commitment, on a best efforts basis, to fund-raise and cash flow to CAMH \$18m over the period 2013/14 to 2015/16 as a component of its overall support for Phase 1C, with annual cash flows as outlined in the Business Case provided to MoHLTC, and*
- c) CAMH's ability to cash flow the initial \$4 million required for planning and design work during the 2011/12 and 2012/13 from its internally restricted funds,*

confirms its support of the decision of the CAMH Board Chair to enter into an agreement with the Provincial Government as incorporated in the letter from Mr. Don Young, Assistant Deputy Minister dated August 31, 2011, and as reflected in the Letter to the CAMH Board Chair from the Honourable Deb Matthews, Minister of Health and Long Term Care dated September 2, 2011.

7.2 Board Website

Dr. Zahn reported that a web portal has been developed for the delivery of board materials. Instructions will be emailed to the members shortly.

8.0 Termination of Meeting

There being no further business, the Board meeting was terminated. The next Board meeting is scheduled for October 13, 2011.

Pam Jolliffe, Chair