
REPORT TITLE: Direct Negotiation with The Mental Health Commission of Canada

**FROM: Gary Kent, CPA, CGA, ICD.D, Chief Financial Officer and Commissioner
 of Corporate Services**

RECOMMENDATION

- 1. That contract document 2023-038N be awarded to The Mental Health Commission of Canada for training services provided to Regional staff, at an estimated annual cost of \$76,000, excluding applicable taxes, for the initial 12-month period, commencing May 2023 and ending in May 2024, in accordance with Procurement By-Law 30-2018, as amended; and**
- 2. That approval be granted to renew the contract for three optional 12-month periods, subject to satisfactory performance, price and approved budget and escalated in accordance with the terms of the contract; and**
- 3. That authority be granted to the Director of Procurement to increase the value of the contract, negotiate and issue contract amendments to add any future training features, functionalities, modules and systems from The Mental Health Commission of Canada, subject to the approval of the Chief Financial Officer and Commissioner of Corporate Services, and budget approval; and**
- 4. That the Region's authorized signing officers be authorized to execute the contract and all related ancillary documents with The Mental Health Commission of Canada on business terms satisfactory to the Chief Financial Officer and Commissioner of Corporate Services, and on legal terms satisfactory to the Regional Solicitor.**

REPORT HIGHLIGHTS

- In 2018, the Region of Peel (Region) outlined its commitment to building a psychologically safe workplace through the adoption of the National Standard of Canada for Psychological Health and Safety in the workplace ('The Standard').
- The Standard was commissioned by The Mental Health Commission of Canada (MHCC) in 2013, to provide organizations with guidance on promoting mental health and preventing psychological harm at work.
- In 2018, 'The Working Mind First Responders' (TWMFR) program, an adaptation of 'The Working Mind' (TWM) training developed by the MHCC, was procured for use by Peel Region Paramedic Services.
- TWM is part of the Opening Minds initiative (est. 2009) managed by the MHCC, representing the largest systematic effort in Canadian history focused on reducing stigma related to mental illness through changing of behaviors and attitudes toward people living with mental illness.

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- In 2019, approvals were granted for a Direct Negotiation procurement and the Region entered into contract with the MHCC to deliver TWM to all staff under Document 2019-178N.
 - TWM training program has been the Regions key mental health and wellness training for all staff since 2019.
 - In 2020 Corporate Services and Human Resources upheld the commitment to support the psychological health and well-being of all staff through the development and endorsement of its Psychological Health and Wellness framework – Me, We, Us. TWM training for staff is listed as a success factor of this framework.
 - TWM training creates efficiencies for learning transfer and evaluation and secures consistent training content. Failing to procure TWM training would be disruptive to building consistent messaging about mental health and wellness across the organization.
 - This is a non-competitive award, in accordance with Procurement By-Law 30-2018, as amended, section 5.2.1, which authorizes the award for good and services that are reasonably available from only one source by reason of the scarcity of supply in the market or the existence of exclusive rights held by any vendor or the need for compatibility with goods and services previously acquired and there are no reasonable alternatives or substitutes.
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DISCUSSION

1. Background

In 2018, the Region of Peel (Region), outlined a commitment to building a psychologically safe workplace through the adoption of the National Standard of Canada for Psychological Health and Safety in the workplace ('The Standard'). The Standard, commissioned by the Mental Health Commission of Canada (MHCC) in 2013, is a set of voluntary guidelines, tools, and resources providing organizations with guidance on promotion of mental health and aimed at preventing psychological harm at work.

Following the commitment to adopt The Standard in 2018, the Region evaluated and procured The Working Mind First Responders (TWMFR) mental health training program, an adaption of The Working Mind (TWM) program, for use by Peel Regional Paramedic Services (PRPS). TWM is an evidence-based program, designed by the MHCC, to promote mental health and reduce the stigma around mental illness in the workplace. By reducing stigma and discrimination, TWM helps organizations create a culture that fosters greater awareness and support for mental health among employees, managers and employers. TWM is part of the Opening Minds initiative (est. 2009) managed by MHCC and represents the largest systematic effort in Canadian history focused on reducing stigma related to mental illness through changing of behaviors and attitudes toward people living with mental illness.

Based on the success and support for the TWM program in PRPS, in 2019 approvals were granted for a Direct Negotiation procurement and the Region entered into contract with the MHCC to deliver TWM to all staff under Document 2019-178N. The proprietary content of TWM program, including the tools, resources and strategies aimed at changing behaviours and attitudes in order to reduce mental health stigma in the workplace has since become our standard mental health and psychological well-being program.

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In 2020, following the endorsement of ELT, under the work completed by Corporate Services and Human Resources, the Region's new Psychological Health and Wellness Framework (Me, We, Us) was launched with a commitment to support the psychological health and well-being of all employees. TWM training program is noted as a key success factor of the Me, We, Us framework as it continues to align with key factors in The Standard, as well as our Regional values.

Therefore, in support of well-being needs across the corporation and in order to ensure the consistency in messages to staff, create efficiencies for learning transfer and evaluation, it is important to again secure the program content offered uniquely through MHCC's TWM curriculum.

This report proposes to authorize the Region's authorized signing officers to execute the contract with the Mental Health Commission of Canada on satisfactory terms, on a direct negotiation basis, for professional services, subject to the Regional Solicitor approval of the legal terms and annual budget approval.

2. Procurement Process

This is a non-competitive procurement process and requires Regional Council approval. The process to award this contract is in compliance with Procurement By-law 30-2018, as amended.

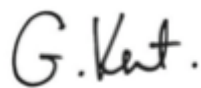
In accordance with and Procurement By-law 30-2018, as amended, section 5.2.1, which authorizes the award of direct negotiation procurements for goods and services that are reasonably available from only one source by reason of the scarcity of supply in the market or the existence of exclusive rights held by any vendor or the need for compatibility with goods and services previously acquired and there are no reasonable alternatives or substitutes.

FINANCIAL IMPLICATIONS

The estimated cost of \$76,000 (exclusive of applicable taxes) will be funded through the approved 2023 Operating Budget. Any future increases or costs will be addressed through the annual budget process.

CONCLUSION

This report recommends the award of a contract for professional services to the Mental Health Commission of Canada.



Gary Kent, CPA, CGA, ICD.D, Chief Financial Officer and Commissioner of Corporate Services

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