



# FIREFLY

## BOARD OF DIRECTORS MINUTES

May 26, 2023 – 6:45 p.m.

*Fort Frances/MS Teams*

PRESENT: Kim Vares                      Alisha Dasti-Hill                      Debbie Larson  
Sarah-lynn Klassen                      Crystal Page                      Carlynn Bell  
Chris Bonner-Vickers

REGRETS: Jenn Marquis                      Darcia Curtis                      Bruce Meisner

STAFF: Karen Ingebrigtsen                      Jackie Hummelbrunner Kirby Parks  
Michelle Gaudet                      Tammy Hanstead

Ms. Kim Vares acknowledged that FIREFLY offices operate on the original lands and territories of the Anishinaabeg, the Mushkegowuk and the Métis peoples. Treaties 3, 5 and 9 were signed upon these lands. We strive as guests on these lands to honour our responsibilities to care for this land and uphold the Treaties that were signed therein.

Ms. Vares called the meeting to order at 6:47 p.m.

### FIREFLY MOMENT

Ms. Ingebrigtsen highlighted the new hire notifications that the Human Resources management software system, BambooHR sends an update to all staff on new employee's first day of work at FIREFLY. Ms. Ingebrigtsen shared that she sends an email to each new staff member on their first day at FIREFLY to welcome them and to let them know that they can reach out to her with any questions or concerns. Ms. Ingebrigtsen shared that she often receives messages from new staff members expressing their joy and excitement including being honoured to be a member of the FIREFLY team

### QUALITY OF CARE PRESENTATION

Ms. Hummelbrunner presented an overview of the Child & Youth Development Services (CYDS) programs available at FIREFLY. Ms. Hummelbrunner shared that CYDS services are offered to children and youth birth to eighteen years of age, or end of school, 21 years. Ms. Hummelbrunner highlighted the following CYDS programs at FIREFLY:

- Fetal Alcohol Spectrum Disorder (FASD)
- Infant & Child Development Consultant (ICDC)
- Diagnostic Clinics
  - Autism Diagnostic Hub
  - Northwestern Ontario FASD Clinic
  - Psychology Services
- Early Intervention: Premature Pathways
- Infant Development
- Physiotherapy
- Speech-Language Pathology
- Pediatrics
- School Based Rehabilitation Service (SBRS)
  - Occupational Therapy (OT)

- Physiotherapy (PT)
- Speech-Language Pathology (SLP)
- Pediatric Rehabilitation Outreach Program (PROP)
- Community Based Rehabilitation Service (CBRS)
- Augmentative and Alternative Communication Clinic
- Complex Feeding & Swallowing
- Seating & Mobility
- Autism Services
  - Family Foundational Services
  - Caregiver Mediated Early Years Program
  - Entry to School

Ms. Hummelbrunner shared that the CYDS base budget has grown by 20% over the past three years, noting that ten new programs started during this time. Ms. Hummelbrunner noted that recruitment, retention and client engagement for ongoing program development are key focuses. A question and answer period followed.

#### REVIEW OF AGENDA

MOTION #1     Moved by Debbie Larson  
                       Seconded by Chris Bonner-Vickers  
                       That the agenda of May 26, 2023 be accepted with addition.  
                       CARRIED

#### DECLARATION OF CONFLICT OF INTEREST

Ms. Klassen shared that her daughter has accepted summer employment with FIREFLY.

#### APPROVAL OF CONSENT AGENDA

Consent agenda items:

- April 28, 2023 FIREFLY Board of Director Meeting Minutes
- April 28, 2023 Governance Discussion
- April 28, 2023 FIREFLY Fiscal Advisory Committee Meeting Minutes
- April 29, 2023 FIREFLY Board Development Committee Meeting Minutes

MOTION #2     Moved by Sarah-lynn Klassen  
                       Seconded by Crystal Page  
                       That the consent agenda of May 26, 2023 be approved.  
                       CARRIED

#### ITEMS PULLED FOR DISCUSSION

None

#### COMMITTEE UPDATES

##### ***Fiscal Advisory***

Ms. Dasti-Hill provided an update, sharing that Ms. Parks reviewed the 2023-2024 draft budget with the committee, noting that Ms. Parks will review the budget with the Board of Directors this evening.

## **Board Development Committee**

Ms. Bell shared that the minutes were included in the Board meeting package.

## **Governance and Quality Committee**

Mr. Bonner-Vickers shared that the committee reviewed the 2023-2024 FIREFLY Board of Directors workplan. Mr. Bonner-Vickers highlighted that the results from the annual FIREFLY Board of Directors evaluations were positive.

## CEO and LEAD AGENCY REPORT

### ***CEO and Lead Agency Report***

Ms. Ingebrigtsen provided an update, highlighting partnerships with Kenora Chiefs Advisory (KCA) and Sioux Lookout First Nations Health Authority (SLFNHA). Ms. Ingebrigtsen reflected on the significant progress towards full governance our partner Indigenous organizations.

Ms. Ingebrigtsen congratulated FIREFLY staff members that have received awards from the Northern Ontario School of Medicine (NOSM) Health Sciences Preceptor Awards. Ms. Ingebrigtsen noted that the awards highlight the exceptional clinical and educational skills of FIREFLY staff.

Ms. Ingebrigtsen shared that the Lead Agency is currently waiting for budget news specific to community mental health funding.

Ms. Ingebrigtsen provided an update regarding the FIREFLY Foundation, noting that the Foundation met on Tuesday, May 23, 2023. Ms. Ingebrigtsen shared that two guest speakers from Foundations in Southern Ontario shared their experiences and their inspiring journey in developing their Foundations. Ms. Ingebrigtsen noted that a FIREFLY Foundation subcommittee is preparing a draft strategic plan and will bring forward to the FIREFLY Foundation at their next meeting in July. Ms. Karen Richardson and Ms. Sarah-lynn Klassen accepted positions as Board members with the FIREFLY Foundation. A discussion followed.

MOTION #3      Moved by Alisha Dasti-Hill  
                         Secinded by Carlyne Bell  
                         That the May 2023 CEO and Lead Agency Reports be accepted as presented.  
                         CARRIED

## FINANCE

### **Review Financial Statements**

Ms. Parks reviewed the draft 2023-2024 Budget with the Board. A question and answer period followed. Ms. Vares inquired if Ms. Parks and Ms. Ingebrigtsen had any concerns about the budget. Ms. Parks and Ms. Ingebrigtsen shared that they do not have any specific concerns regarding the 2023-2024 Budget. However they noted that typically, the budget changes over the year depending on within year funding changes and, looking at the big picture there remain pressures related to recruitment of health human resources, the need for CTC investments and upcoming contract negotiations.

MOTION #4      Moved by Chris Bonner-Vickers  
                         Secinded by Alisha Dasti-Hill

That the draft 2023-2024 Budget be accepted as presented.

CARRIED

#### OPERATIONS AND CLIENT SERVICE REPORT

Ms. Gaudet presented the May 2023 Operations and Client Services report to the Board. Ms. Gaudet reviewed the progress of the polar graphs with the Board, noting the implementation of the stakeholder feedback action plan. Ms. Gaudet highlighted that proceeds from the Tim Hortons Smile Cookie campaign benefited Making Connections for Children and Youth in Dryden and Triple P.L.A.Y. in Kenora. A question and answer period followed.

MOTION # 5 Moved by Sarah-lynn Klassen

Seconded by Crystal Page

That the May 2023 Service Report be accepted as presented.

CARRIED

#### CORRESPONDENCE/READING

None

#### NEW BUSINESS

##### **2023-2026 FIREFLY Strategic Plan**

Ms. Ingebrigtsen provided an update regarding the 2023-2026 FIREFLY Strategic Plan, noting that a draft plan on a page was included in the Board meeting package. Ms. Ingebrigtsen shared that the FIREFLY Strategic Plan Refresh Steering Committee worked with KTA in March to launch the refresh of FIREFLY's current strategic plan. Following the initial meeting, the committee and the Strategy and Performance Team (SPT) came together for a visioning session with KTA. Ms. Ingebrigtsen shared that staff were engaged through virtual and in-person sessions, as well as a survey to share their ideas and experiences. Ms. Ingebrigtsen shared that following the Board retreat session with KTA, the committee met to review the draft strategic plan on a page, then to SPT for review before bringing to the Board this evening. Ms. Ingebrigtsen shared that the finalized 2023-2026 FIREFLY Strategic plan on a page will be brought forward to the Board on June 14, 2023 for approval. A question and answer period followed. Mr. Bonner-Vickers inquired about changing the word inclusivity, to inclusion. A discussion followed. The Board agreed to change the word inclusivity to inclusion.

Ms. Gaudet presented four options of the 2023-2026 Strategic Plan on a page for the Board to review. A discussion followed.

##### **Diversity Equity and Inclusion Committee**

Ms. Klassen provided an update regarding the Diversity Equity and Inclusion (DEI) Committee, noting that she has found that the meetings have been informative, highlighting the passionate and dedicated staff that are members of the committee. Ms. Klassen shared that the committee is restructuring, and Ms. Klassen will be exiting the committee at this time. Ms. Klassen inquired about the status of the FIREFLY Board of Directors DEI training. Ms. Gaudet shared that the DEI course is set up and all Board members will receive an email in their FIREFLY email from FIREFLY's learning platform, TalentLMS. Ms. Klassen shared that DEI committee members take turns sharing a personal land acknowledgement at the beginning of each meeting. Ms. Klassen inquired if the Board would be interested in providing personal land acknowledgements at the beginning of Board meetings. A discussion followed. The Board agreed that they would take turns providing land acknowledgements at the beginning of each meeting.

IN CAMERA

Motion #6      Moved by Debbie Larson  
                    Seconded by Crystal Page  
                    That the Board moves to in-camera at 8:04 p.m.  
                    CARRIED

EVALUATION

Mr. Bonner-Vickers provided an evaluation of the meeting, thanking Ms. Hanstead for coordinating the meeting. Mr. Bonner-Vickers highlighted the beautiful venue, great meal and productive discussions. Mr. Bonner-Vickers thanked Ms. Vares for keeping the meeting on track, appreciating the great meeting.

NEXT MEETING

Wednesday, June 14, 2023 at 7:00 p.m. in Kenora

ADJOURNMENT

Having no further business, the Chairperson accepted a motion to adjourn at 8:24 p.m.



\_\_\_\_\_  
Tammy Hanstead  
Recorder

June 14, 2023

\_\_\_\_\_  
Date



\_\_\_\_\_  
Kim Vares  
Chairperson

June 14, 2023

\_\_\_\_\_  
Date