



FIREFLY

BOARD OF DIRECTORS MINUTES

February 27, 2024 – 7:00 p.m.

Microsoft Teams

PRESENT:	Kim Vares Sarah-lynn Klassen	Alisha Dasti-Hill Crystal Page	Debbie Larson
REGRETS:	Karen Ingebrigtsen Carlynn Bell	Bruce Meisner	Chris Bonner-Vickers
STAFF:	Kirby Parks Darcia Curtis Tammy Hanstead	Michelle Gaudet Jackie Hummelbrunner	Jenn Marquis Richard Hill

Ms. Vares called the meeting to order at 7:00 p.m.

Ms. Dasti-Hill 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.

FIREFLY MOMENT

Ms. Marquis provided the FIREFLY moment, highlighting the Strategy and Performance Team (SPT) change management training with Prosci in Vancouver, British Columbia in February. Ms. Marquis shared that the training was a blend of project management, with formal change strategies. Ms. Marquis noted what the team learned, was the missed opportunity for thinking of managers as employees first. Ms. Marquis highlighted the team bonded on group bike rides, leisurely walks, refreshing swims and shared dinners together. Ms. Marquis shared that the training session was not just about work, the team spirit got a boost, finding the perfect balance between project management prowess and formal change planning.

PRESENTATION

Mr. Hill presented “Embedding QI Introduction Organizational Culture” to the Board. Mr. Hill provided the Board with the process of how the Quarterly Quality Reports are prepared, highlighting the tools that FIREFLY has to prepare the reports. Mr. Hill noted that the streamlined process updates the data itself weekly, reports are always up to date, saving a lot of time. Mr. Hill highlighted the measurement process FIREFLY created for the FIREFLY Operational Plan.

Mr. Hill highlighted the work of the Leadership Team to reduce the number of non-authenticated notes, by using the Power BI dashboard. The dashboard provides up to date data, giving managers the information needed to identify any problems with contact notes. A question and answer period followed.

REVIEW OF AGENDA

MOTION #1 Moved by Crystal Page
 Seconded by Alisha Dasti-Hill

That the agenda of February 27, 2024 be approved as presented.
CARRIED

DECLARATION OF CONFLICT OF INTEREST

None

APPROVAL OF CONSENT AGENDA

Consent agenda items:

- 2023/2024 Board meeting attendance
- January 30, 2024 FIREFLY Governance and Quality Committee Meeting Minutes
- January 30, 2024 FIREFLY Fiscal Advisory Committee Meeting Minutes
- January 30, 2024 FIREFLY Board of Directors Meeting Minutes

MOTION #2 Moved by Sarah-lynn Klassen
 Seconded by Crystal Page
 That the consent agenda of February 27, 2024 be approved.
 CARRIED

ITEMS PULLED FOR DISCUSSION

None

COMMITTEE UPDATES

Fiscal Advisory

Ms. Dasti-Hill provided an update, sharing that Ms. Parks reviewed the financial statements and investment statements with the committee. Ms. Dasti-Hill shared that there are no major financial risks.

Board Development Committee

Ms. Vares provided an update, sharing that the committee reviewed the Board manual. Ms. Vares asked the Board to review the manual located in the MS Teams Board Group, and to let Ms. Hanstead know if any updates are required. Ms. Vares shared that the Board Retreat in April will be held in Kenora. Tatum Wilson, Chief Executive Officer, Children’s Mental Health Ontario (CMHO) will provide a presentation at the Board Retreat. Ms. Vares shared that there will also be a finance session, as well as a Round House Feast. Ms. Vares shared that the Board Development committee reviewed the application of Mr. Jared Ralko, noting that Mr. Ralko has met with Ms. Ingebrigtsen and herself for an interview, overview of the Board and responsibilities of Board members. The Board Development Committee recommends that the Board approves Mr. Ralko joining the FIREFLY Board of Directors. A question and answer period followed.

MOTION #3 Moved by Crystal Page
 Seconded by Debbie Larson
 That the Board approved new Board member Jared Ralko to the FIREFLY Board of
 Directors.
 CARRIED

CEO and LEAD AGENCY REPORT

Ms. Curtis provided the CEO update on behalf of Ms. Ingebrigtsen. Ms. Curtis highlighted the Complex Special Needs program, noting that Ms. Ingebrigtsen met with the leaders of the Kenora Rainy River Districts Child and Family Services and Kenora Association for Community Living to explore opportunities

to better serve this population. Ms. Curtis noted that there are a number of youth with complex special needs in the region, receiving services from multiple agencies. The agencies are committed to collective planning where possible, focusing on early intervention and local solutions, with joint advocacy for funding and enhanced local services. The Ministry will be working with Ministries of Education and Health for better integrated, cross-sector service delivery including clarity of roles and responsibilities and accountability across the sectors. Ms. Curtis shared that it is hoped that the proposed changes will lead to better outcomes for children and youth with agencies appropriately supported to realize the vision.

Ms. Curtis shared that the CMHO 2024 budget submission – “Stabilize. Sustain. System Build.” was included in the Board meeting package for the Board’s information.

Ms. Curtis provided an update regarding the FIREFLY Eating Disorders proposal, noting that after seven months since resubmission of the proposal, revised to address feedback from Ministry, the provincial eating disorders program advised that they would like FIREFLY to present a “staged approach” reducing our proposal to some specific clinical services. Ms. Curtis shared that the Ministry would like to provide training to FIREFLY staff, noting that FIREFLY staff have already been trained. Ms. Curtis inquired with the Board if they would consider preparing a letter of concern to the Minister and Minister Rickford. A discussion followed. Ms. Vares will move forward with preparing a letter of concern regarding the eating disorders submission.

MOTION #4 Moved by Alisha Dasti-Hill
 Seconded by Sarah-lynn Klassen
 That the February 2024 CEO and Lead Agency Reports be accepted as presented.
 CARRIED

FINANCE

Review Financial Statements

Ms. Parks reviewed the draft financial statements for the month ending January 30, 2024 with the Board. Ms. Parks reviewed the investment statements with the Board. A question and answer period followed.

MOTION #5 Moved by Alisha Dasti-Hill
 Seconded by Crystal Page
 That the draft financial statements for the month ending January 30, 2024 be accepted as presented.
 CARRIED

OPERATIONS AND CLIENT SERVICE REPORT

Ms. Hummelbrunner reviewed the polar graphs with the Board, highlighting progress from all four pillars. Ms. Hummelbrunner reviewed strategic highlights and FIREFLY highlights with the Board. A question and answer period followed.

MOTION # 6 Moved by Sarah-lynn Klassen
 Seconded by Crystal Page
 That the January 2024 Service Report be accepted as presented.
 CARRIED

QUALITY OF CARE

Governance Functioning Tool Results

The Board reviewed the Governance Functioning Tool results. Ms. Vares noted the two yellow areas:

- Subcommittees need better defined roles and responsibilities
- As individual members, we need better feedback about our contribution to the governing body

The Board action plan will focus on:

- Review and revision of Board committees including roles and responsibilities.
- Include Committee roles and responsibilities as part of the committee meeting package.
- To be documented in workplans, at the beginning of the year, following the AGM, each committee will review the FIREFLY By-Law procedures for meetings.
- As part of the Board's commitment to continuous quality improvement and in addition to the Board member evaluation of Board functioning, the Board Chair will continue to meet annually with individual members to review individual contribution to the governing body.

CORRESPONDENCE/READING

The CMHO 2024 budget submission – “Stabilize. Sustain. System Build.” was included in the CEO Board report.

NEW BUSINESS

Board Value Proposition

Ms. Gaudet reviewed the three Board Value Proposition suggestions with the Board. A discussion followed. The Board agreed with the following Board Value Proposition: “Collaborate. Be challenged. Be inspired. Experience strong quality governance. Invest in children for healthy, vibrant communities.”

CEO Performance Appraisal

Ms. Vares shared that the CEO performance appraisal is reviewed every two years, noting that appraisal was last completed in December 2022. Ms. Vares shared that the appraisal is due in November 2024. Ms. Vares inquired if Board members were interested in joining the CEO Performance Appraisal sub-committee to reach out to her.

IN CAMERA

Motion #7 Moved by Crystal Page
 Seconded by Alisha Dasti-Hill
 That the Board moves to in-camera at 8:17 p.m.
 CARRIED

EVALUATION

Ms. Dasti-Hill provided the evaluation of the meeting, noting that the meetings are always on time. Ms. Dasti-Hill highlighted Ms. Vares' efficiency, appreciating the time for questions and discussion. Ms. Dasti-Hill enjoyed the Board Value Proposition discussion.

NEXT MEETING

Tuesday, March 26, 2024 at 7:00 p.m. Microsoft Teams

ADJOURNMENT

Having no further business, the Chairperson accepted a motion to adjourn at 8:29 p.m.



Tammy Hanstead
Recorder

March 26, 2024

Date



Kim Vares
Chairperson

March 26, 2024

Date