



BOARD OF DIRECTORS MINUTES

May 26, 2020

*Microsoft Teams*

PRESENT:	Debbie Larson Carlynn Bell Jennifer Esterreicher Chris Bonner-Vickers	Peter Harland Kim Vares Alisha Dasti-Hill	Julianne Jollymore Caroline Collins Tana Troniak
REGRETS:	Michelle Simone		
STAFF:	Karen Ingebrigtsen Ursula Larsson	Bruce Meisner Tammy Hanstead	Michelle Gaudet
GUESTS:	Karim Suleman Zoe Campbell	Jocelyn Kennedy	Laurel Pirrie

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

PRESENTATION

Ms. Ingebrigtsen introduced the organizers of FIREFLY's First Annual Virtual Conference to the Board, Mr. Suleman, Ms. Kennedy, Ms. Pirrie and Ms. Campbell. Ms. Kennedy commenced the conference summary presentation by highlighting the number of registrants that attended the conference that was assembled in just a few weeks. There were 681 registrants for the two day conference held on the Zoom platform. Participants included representation from large cities, smaller communities, Indigenous communities in Ontario and Manitoba, with 90% of attendees residing in our catchment area. School Boards, First Nation Health Authorities, Family Health Teams, Public Health and Native Friendship Centres were just a few of the Community partners represented at the conference. Ms. Campbell presented the very positive conference survey results. There was great interest in attending the conference next year, with preference for virtual and in person sessions. Ms. Pirrie noted that looking forward to future conferences, there will be more tier one prevention topics and presentations from CYMH. A question and answer period followed. Ms. Troniak asked if the sessions were recorded. Ms. Pirrie shared that all sessions were recorded, uploaded to the resources section of the FIREFLY website. Ms. Larson congratulated the team on the success of the conference and thanked them for their hard work and time commitment.

REVIEW OF AGENDA

The agenda was accepted as presented.

DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.

## APPROVAL OF CONSENT AGENDA

MOTION #1      Moved by Chris Bonner-Vickers  
                      Seconded by Julianne Jollymore  
                      That the consent agenda of May 26, 2020 be approved.  
                      CARRIED

## BUSINESS ARISING

None

## CEO and LEAD AGENCY REPORT

### *CEO Board Report*

Ms. Ingebrigtsen shared that the first week of May was Children's Mental Health week, and the month of May is National Speech and Hearing and Physiotherapy Services month. Ms. Ingebrigtsen highlighted the important work of staff was celebrated, and awareness shared through social media platforms. Ms. Ingebrigtsen shared that, with the government decision to allow resumption of in-person services, FIREFLY has focused on client service strategies, community access to PPE (Personal Protective Equipment) as well as gradual return to office spaces and in-person services. The FIREFLY COVID-19 Response Team has begun the process of gathering information relating to the health and safety of staff and clients for in-person services. Ms. Ingebrigtsen highlighted FIREFLY's First Annual Virtual Conference, sharing that the conference was highlighted an innovation by the Ontario Health North Region COVID Response Table. Ms. Ingebrigtsen shared that the FIREFLY Foundation is holding the first Foundation meeting on Monday, June 1, 2020 .

### *Lead Agency Report*

Ms. Ingebrigtsen shared at the provincial level, working with the government relating to PPE's and requirements in returning to the work place setting. Locally, the work of the Lead Agency focused on messaging to parents regarding availability of community mental health services during COVID-19 pandemic. A discussion followed regarding the availability and cost of purchasing PPE's for in-office service. Ms. Ingebrigtsen shared that the Ethics Committee will meet on Tuesday, June 2, 2020 to discuss ethical issues relating to returning to in-office service and operations.

MOTION #2      Moved by Caroline Collins  
                      Seconded by Alisha Dasti-Hill  
                      That the May 2020 Lead Agency Report and May 2020 CEO Report be approved as presented.  
                      CARRIED

## FINANCE

Ms. Larson provided an update from the Fiscal Advisory Committee meeting, noting that the revised financial statements for period ending March 31, 2020 will be presented to the committee on Tuesday, June 16, 2020. As well, the April 2020 financial statements will be reviewed with the committee on Tuesday, June 16, 2020. Mr. Meisner reviewed the draft financial statements for the year ending March 31, 2020 with the Board. A question and answer period followed.

## SERVICE REPORT

Ms. Larsson reviewed the May 2020 Service Report with the Board, noting that the May 2020 report contains service data for the month of April 2020. Ms. Larsson highlighted services provided from each of FIREFLY's four strategic themes.

- Leadership, Advocacy and Partnership
  - On-going communication with School Boards regarding FIREFLY service options, social media posts shared with schools and community groups regarding how to contact FIREFLY to make a referral
- FIREFLY Staff and Workplace Culture
  - FIREFLY Wellness Challenge throughout the month of April, encouraged staff to engage in daily activities
  - Recruitment has continued through COVID-19, with one new hire starting during the pandemic
- Service Excellence and Client Engagement
  - CYDS and CYMH clinicians connected with all families to offer services in an alternate form; phone, video or SeeSaw
  - Indigenous Cultural Safety Training course ongoing for staff
- Progressive and Responsive Organization
  - FIREFLY staff worked together to create the First Annual Virtual Conference. 681 participants registered to attend the two day event

A question and answer period followed.

MOTION # 3    Moved by Julianne Jollymore  
                  Seconded by Peter Harland  
                  That the May 2020 Service Report be accepted as presented.  
                  CARRIED

## QUALITY

Ms. Gaudet presented the "Pandemic Employee Engagement Survey Results" to the Board. McLean and Company created this survey specifically in response to the COVID-19 pandemic. The survey was shared with 135 employees, and was open from April 29<sup>th</sup> until May 6<sup>th</sup>, with 87% of staff completing the survey. Ms. Gaudet reviewed the results of the survey with the Board, highlighting very positive increases in engagement in all areas.

## STRATEGIC PLAN

Ms. Larson shared that during the strategic planning process, a strategic plan update was provided to the Board on a monthly basis. Ms. Larson proposed that future strategic plan updates be provided on a quarterly basis. A discussion followed, with Board members agreeing that strategic plan updates be provided quarterly.

## COMMITTEE UPDATES

### *Governance and Quality Committee*

Ms. Larson provided an update to the Board, highlighting that Ms. Gaudet presented the Employee Engagement Survey results to the committee. Ms. Gaudet noted that the presentation was recorded and is available for members of the Board to view. Ms. Gaudet will share the video link with Ms. Hanstead.

