



BOARD OF DIRECTORS MINUTES

June 16, 2020

*Microsoft Teams*

PRESENT:                   Debbie Larson                   Peter Harland                   Michelle Simone  
                                  Carlynn Bell                   Kim Vares                   Caroline Collins  
                                  Jennifer Esterreicher       Alisha Dasti-Hill           Tana Troniak  
                                  Chris Bonner-Vickers

REGRETS:                   None

STAFF:                    Karen Ingebrigtsen           Bruce Meisner               Ashley Hoffmeister  
                                  Ursula Larsson              Tammy Hanstead

GUESTS:                   Dani Vahovick

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Ms. Larson called the meeting to order at 7:00 p.m. Ms. Larson commenced the meeting by introducing guest Dani Vahovick, Chief Steward/Grievance Officer of OPSEU (Ontario Public Service Employees Union), Local 743.

REVIEW OF AGENDA

The agenda was approved with additions.

DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.

APPROVAL OF CONSENT AGENDA

MOTION #1     Moved by Caroline Collins  
                                  Seconded by Alisha Dasti-Hill  
                                  That the consent agenda of June 16, 2020 be approved.  
                                  CARRIED

BUSINESS ARISING

None

CEO and LEAD AGENCY REPORT

*CEO Board Report*

Ms. Ingebrigtsen noted that June is National Indigenous History month, highlighting FIREFLY's Indigenous Awareness Committee's "Indigenous Peoples Day Challenge 2020" that is happening throughout the month of June. Ms. Ingebrigtsen invited the Board to participate in the activities and events that provide an opportunity for all of us to "honour the history and the strength of Indigenous

peoples and communities". Ms. Ingebrigtson shared that Mr. Meisner coordinated the donation from Dufresne Furniture of ten beds for children to woman's shelters throughout our Region. Ms. Ingebrigtson provided a Kenora and Lake of the Woods Foundation Endowment Fund update, highlighting distributions were received in the amount of:

- FIREFLY - \$5,384.23
- Minto Resource Centre - \$1,534.44
- Triple PLAY - \$6,930.12

Ms. Ingebrigtson shared that the Kenora Rainy River Districts FIREFLY Foundation held their first meeting on Monday, June 1, 2020. The executive was selected and motion to post a half time Foundation Coordinator position was approved.

#### *LEAD Agency Report*

Ms. Ingebrigtson provided an update to the Board. The Consortium is actively engaging with the Ministry to secure support for key lead agency provincial priorities.

MOTION #2     Moved by Tana Troniak  
                   Seconded by Chris Bonner-Vickers  
                   That the June 2020 Lead Agency Report and June 2020 CEO Report be approved as presented.  
                   CARRIED

#### FINANCE

Ms. Larson shared that earlier this evening, the Fiscal Advisory Committee reviewed the financial statements ending April 30, 2020. Mr. Meisner provided an overview of the financial statements. A question and answer period followed.

MOTION #3     Moved by Caroline Collins  
                   Seconded by Peter Harland  
                   That the financial statements for the period ending April 30, 2020 be accepted as presented.  
                   CARRIED

#### SERVICE REPORT

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

- Leadership, Advocacy and Partnership
  - Promotion of virtual services with radio and digital print advertisements
  - Food Security Task Force has created a subgroup to plan for food security needs in Kenora
- FIREFLY Staff and Workplace Culture
  - Communication, Human Resources and Executive Assistant plan biweekly all staff virtual meetings to support cross organization communication and connections.-

- May was Speech and Hearing, and Physiotherapy month. Information about staff professional backgrounds were shared on social media.
- Service Excellence and Client Engagement
  - Virtual call-in counselling services has begun at the youth wellness hub in Kenora. Youth can receive information about local resources, or be linked with a FIREFLY mental health counsellor.
  - First Nation Child Care Resource and Support program hosted the inaugural meeting for First Nation Child and Family Centres. Similar to EarlyON Centres, these programs are now becoming available across the province.
- Progressive and Responsive Organization
  - Clinical staff participated in webinars regarding the safe and confidential provision of virtual services.
  - Staff are assisting families access cell phones and tablets for the purpose of accessing services.

A question and answer period followed.

MOTION # 4    Moved by Alisha Dasti-Hill  
                     Seconded by Chris Bonner-Vickers  
                     That the June 2020 Service Report be accepted as presented.  
                     CARRIED

QUALITY

Ms. Hoffmeister presented “Quality Assurance Report”, highlighting that intake data has increased due to the Green Belt project improving the time an intake is processed, to disposition to service. Waitlists have increased in Kenora due to the “perfect storm” of events, which includes having staff on maternity leave, sending staff to Sioux Lookout and Red Lake, and also an increase in referrals to programs such as brief services and the SNAP program. Both of these programs have gained momentum due to positive feedback from clients. Ms. Hoffmeister is working with 2SLGBTQ+ advocates in Kenora and Sioux Lookout to ensure we are capturing names in an appropriate manner in EMHware. A question and answer period followed.

COMMITTEE UPDATES

*Fiscal Advisory Committee*

Ms. Larson shared that the Fiscal Advisory Committee reviewed the draft financial statements for the year ending March 31, 2020, noting that the Committee will meet with the Auditors in September before the AGM. The financial statements ending April 30, 2020 were also reviewed by the committee.

*Board Development Committee*

Ms. Larson provided an update from the June 2, 2020 Board Development Committee meeting, noting that the committee reviewed the Board of Directors terms of service, as well as Board recruitment.

CORRESPONDENCE/READING

None

## NEW BUSINESS

### *Review and Approve Annual Board work plan*

The Board of Directors reviewed the 2019-2020 Board of Directors work plan. A question and answer period followed.

MOTION # 5 Moved by Kim Vares

Seconded by Caroline Collins

That the 2019-2020 Board of Directors work plan be accepted as presented.

CARRIED

### *Fiscal Advisory Chair position*

Ms. Larson shared that with the recent resignation of Ms. Jollymore, there is room for membership, as well as a Chair of the Committee. A question and answer period followed. Ms. Troniak volunteered to join the committee. Ms. Dasti-Hill volunteered to Chair the Fiscal Advisory Committee.

### *COVID return to work plan*

Ms. Ingebrigtsen shared that the FIREFLY COVID-19 Response Team has been meeting and planning a safe return to work for staff and clients. "Working Forward" continuing virtual services and providing in person service for high priority clients. A working group, has been developing guidelines, training staff and securing resources based on Ministry and public health guidelines.

Staff will commence very limited in-person services on Monday, June 22<sup>nd</sup>. Ms. Ingebrigtsen shared that IPAC 101 was provided to all staff on Thursday, June 11<sup>th</sup> at the virtual All Staff Town Hall event. Noting that staff have been encouraged to raise any questions or concerns. A question and answer period followed.

### *FIREFLY Childcare Services*

Ms. Ingebrigtsen provided a FIREFLY Childcare services update to the Board. Ms. Ingebrigtsen noted that due to COVID-19 pandemic emergency order, provincial child care centres were initially closed. Later, FIREFLY's Cameron Bay was selected by KDSB (Kenora District Services Board) to provide child care for families of essential service workers. Several FIREFLY staff volunteered to provide services and received COVID-19 pandemic training. Ms. Ingebrigtsen shared that last week, Premiere Ford announced that Child Care Centres in Ontario would be permitted to open June 12, 2020. FIREFLY child care for essential service workers ends on June 26, 2020. FIREFLY regular child care services will begin reopening on June 29, 2020 with the initial goal of opening of 5 centre spaces.. Each space is limited to 10 people, including staff as per COVID guidelines. A question and answer period followed.

### *Board Member Resignation*

Ms. Larson shared that Dr. Harland has submitted his resignation with the Board after 40 years of service. Ms. Larson thanked Dr. Harland for his dedication, time commitment and compassion at Board meetings, noting that he will be greatly missed. Dr. Harland shared experiences and stories from his years on the Board. Ms. Ingebrigtsen shared some memories of and thanked Mr. Harland for his years of service. A discussion followed.

IN CAMERA

Motion #6      Moved by Peter Harland  
                    Seconded by Carlynnne Bell  
                    That the Board moves to in-camera at 8:26 p.m.  
                    CARRIED

EVALUATION

Ms. Dasti-Hill provided the meeting evaluation, noting that the meeting materials were received in due time. Ms. Dasit-Hill appreciated that all meeting material received was relevant to the meeting. Ms. Dasti-Hill noted that there was opportunity to speak, as well as debate. Ms. Dasti-Hill commended Ms. Larson for pausing and allowing ample time for Board members to answer. Ms. Dasti-Hill stated that she was satisfied with everything and hopes to meet everyone in person one day.

NEXT MEETING

Friday, September 25, 2020 – Kenora at 7:00 pm

ADJOURNMENT

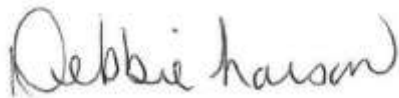
Having no further business, the Chairperson accepted a motion to adjourn at 9:07 p.m.



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

September 25, 2020

\_\_\_\_\_  
Date



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Debbie Larson  
Chairperson

September 25, 2020

\_\_\_\_\_  
Date