



FIREFLY

BOARD OF DIRECTORS MINUTES

January 29, 2020

Kenora/Skype/Teleconference

PRESENT:	Debbie Larson Peter Harland	Kim Vares Michelle Simone	Julianne Jollymore Chris Bonner-Vickers
PRESENT VIA SKYPE:	Caroline Collins Alisha Dasti-Hill	Tana Troniak	Jennifer Esterreicher
PRESENT VIA TELECONFERENCE:	Carlynn Bell		
REGRETS:	Karen Ingebrigtsen		
STAFF PRESENT:	Michelle Gaudet	Tammy Hanstead	
STAFF VIA SKYPE:	Ursula Larsson	Bruce Meisner	

Ms. Larson called the meeting to order at 7:02 p.m. Ms. Larson commenced the meeting by introducing Ms. Gaudet, acting CEO.

EVALUATOR SELECTION

Ms. Jollymore volunteered to evaluate the meeting this evening.

REVIEW OF AGENDA

The agenda was accepted with additions.

SERVICE REPORT

Ms. Ursula Larsson reviewed the November 2019 and December 2019 Service reports with the Board, noting that there were many activities during these two months. Ms. Larsson provided an update on the seven LEAN projects, highlighting that staff received their green belt certifications. The Autism planning team has been developed to move the delivery of services platform forward. A question and answer period followed. Ms. Jollymore inquired about the amount of funding that was approved for the Cameron Bay Children's Centre project. Ms. Ursula Larsson shared that \$400,000 was funded by the KDSB (Kenora District Services Board) to renovate the kitchen area, outdoor area, removing the play structure and create a nature based outdoor area. Ms. Dasti-Hill asked for clarification of the acronym "SBRS". Ms. Larsson shared that SBRS (School Based Rehabilitation Services) was transferred to FIREFLY from the LHIN in 2019. Ms. Ursula Larsson will share the list of acronyms with Ms. Hanstead to share with the Board of Directors.

MOTION # 1 Moved by Michelle Simone
 Seconded by Peter Harland
 That the November 2019 and December 2019 Service Report be accepted as presented.
 CARRIED

DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.

APPROVAL OF CONSENT AGENDA

MOTION #2 Moved by Peter Harland
 Seconded by Chris Bonner-Vickers
 That the consent agenda of January 29, 2020 be approved.
 CARRIED

BUSINESS ARISING

Board Evaluations

Ms. Debbie Larson provided an update regarding the Board evaluation and self-evaluation. Ms. Vares had shared samples of evaluations with Ms. Larson for reference in creating a new evaluation for Board of Directors. Ms. Larson shared copies of the draft Board evaluations with the Board of Directors for their review. The evaluation was approved by the Board of Directors. Ms. Hanstead will update the evaluation with the new FIREFLY logo and send to the members of the Board.

CEO and LEAD AGENCY REPORT

Ms. Debbie Larson deferred the CEO and Lead Agency reports to the next Board meeting.

FINANCE

Mr. Meisner reviewed the draft financial statements ending November 30, 2019 and December 31, 2019. Mr. Meisner shared that each year there are two months where there are three pay periods. Noting that during these two months, FIREFLY does not pay Employer Health Benefit premiums on the third pay, adding that FIREFLY does pay into the pension plan.

MOTION #3 Moved by Julianne Jollymore
 Seconded by Kim Vares
 That the financial statements for the period ending November 30, 2019 and December 31, 2019 be accepted as presented.
 CARRIED

QUALITY OF CARE

Ms. Ursula Larsson provided an Autism planning update to the Board. FIREFLY staff are currently attending webinar training sessions. One staff member that had previous employment with CCR (Child and Community Resources) has been hired in Dryden. This new hire did not require training for this position and was able to start working with families immediately. In Red Lake, a half time ABA (Applied Behaviour Analysis) Therapist was hired, joined with another position to create a full time position. Interviews for ABA Therapists in Kenora have been completed.

STRATEGIC PLAN

Ms. Gaudet reviewed the Operational Plan progress update with the Board, highlighting FIREFLY's recruitment strategy. Ms. Gaudet presented FIREFLY's new recruitment video with the Board via Skype, noting that the Good News Story, including the video had also been sent to the Board of Directors by email. Ms. Gaudet shared that FIREFLY will post the video on social media, with a variety of Colleges and Universities, work fairs and with FIREFLY staff. A question and answer period followed. Ms. Debbie Larson commented that she was impressed with the video and thanked Ms. Gaudet for the presentation and asked her to convey to the staff in the video the excellent job they did show casing the programs.

Miss Dasti-Hill asked for details relating to the Cultural Awareness training. Ms. Ursula Larsson shared that the online training is eight weeks in length, one hour per week. Staff sign up anonymously with groups across the province of Ontario. This allows staff to ask questions in a non-threatening environment. Eighteen staff started the course in November, with thirty more staff starting in April. Ms. Vares shared that she has completed this interactive course, noting that it is very well done. Ms. Debbie Larson asked Ms. Hanstead to add this topic for further discussion to the February 25, 2020 agenda, under new business.

COMMITTEE UPDATES

Fiscal Advisory

Ms. Jollymore shared that Mr. Meisner reviewed the December 2019 financial statements with the Committee.

Governance and Quality Committee

Mr. Bonner-Vickers shared that Ms. Hoffmeister presented the Nine Months in Review to the Committee.

CORRESPONDENCE/READING

None

NEW BUSINESS

Ms. Debbie Larson read a Thank You card received from Ms. Ingebrigtsen to the Board of Directors.

IN CAMERA

Motion #4 Moved by Chris Bonner-Vickers
 Seconded by Michelle Simone
 That the Board moves to in-camera at 7:43 p.m.
 CARRIED

EVALUATION

Ms. Jollymore shared that it was nice to have half of the Board members sitting at the table together this evening, noting that the Skype aspect is beneficial when you can see faces. The Board meeting agenda was small, and the Committee updates were well done. Ms. Jollymore noted that the financial update for the last two months was great. Ms. Jollymore shared that Ms. Gaudet is doing great as acting CEO, adding that it will be nice to see Ms. Ingebrigtsen back at work.

NEXT MEETING

Tuesday, February 25, 2020 at 7:00 p.m.

ADJOURNMENT

Having no further business, the Chairperson accepted a motion to adjourn at 8:25 pm



Tammy Hanstead
Recorder

February 18, 2020

Date



Debbie Larson
Chairperson

February 18, 2020

Date