



FIREFLY

BOARD OF DIRECTORS MINUTES

September 25, 2020

Microsoft Teams

PRESENT:	Debbie Larson Kim Vares Tana Troniak	Caroline Collins Carlyne Bell Alisha Dasti-Hill	Michelle Simone Jennifer Esterreicher Chris Bonner-Vickers
REGRETS:	N/A		
STAFF:	Karen Ingebrigtsen Tammy Hanstead Jackie Hummelbrunner	Bruce Meisner Ursula Larsson	Ashley Hoffmeister Darcia Curtis

Ms. Karen Ingebrigtsen called the meeting to order at 7:01 p.m.

REVIEW OF AGENDA

The agenda was accepted as presented.

DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.

ELECTION OF OFFICERS

Chair:

Nominations were opened for the position of Chair. Ms. Collins nominated Mrs. Larson and it was seconded by Ms. Vares. Ms. Larson accepted the nomination. Ms. Larson was declared Chair by acclamation.

Ms. Ingebrigtsen handed the Chair to Ms. Larson.

Vice Chair:

Nominations were opened for the position of Vice Chair. Mr. Bonner-Vickers nominated Ms. Vares and it was seconded by Ms. Esterreicher. Ms. Vares let her name stand and nominations were closed. Ms. Vares was declared Vice Chair by acclamation.

Secretary:

Nominations were opened for the position of Secretary. Ms. Vares nominated Ms. Collins and it was seconded by Ms. Troniak. Ms. Collins let her name stand and nominations were closed. Ms. Collins was declared Secretary by acclamation.

Treasurer:

Nominations were opened for the position of Treasurer. Ms. Larson nominated Mr. Bonner-Vickers and it was seconded by Ms. Vares. Mr. Bonner-Vickers let his name stand and nominations were closed. By acclamation Mr. Bonner-Vickers was declared Treasurer.

APPROVAL OF CONSENT AGENDA

MOTION #1 Moved by Chris Bonner-Vickers
Seconded by Alisha Dasti-Hill
That the consent agenda of September 25, 2020 be approved.
CARRIED

BUSINESS ARISING

Updates on COVID-19 will be covered in CEO session.

CEO and LEAD AGENCY REPORT

CEO Report

Ms. Ingebrigtsen shared that the September CEO report demonstrates the journey that FIREFLY has been on during the COVID-19 pandemic. She acknowledged the guidance of the COVID-19 Response Team and Leadership Team. Ms. Ingebrigtsen highlighted the service priority matrix that was created by Ms. Hummelbrunner, Mr. Noble and Ms. Marquis to guide staff through the process of providing in person care. The COVID-19 Response Team have spent the last four weeks navigating the return to schools in a COVID environment. FIREFLY follows the guidelines and recommendations of the Northwestern Health Unit.

Ms. Ingebrigtsen provided a Child Care update to the Board. Under the direction of the KDSB (Kenora District Services Board), FIREFLY childcare staff volunteered to return to work to provide childcare for essential workers. At this time, all regular child care programs are operational, with the exception of St. Louis School Before and After Care. Due to staffing constraints and inability to mix groups and cohorts, current enrollment is at about 73%. The KDSB has covered fees for days missed due to illness to date. Ms. Ingebrigtsen noted that the Day Care budget is monitored closely.

Ms. Ingebrigtsen announced that the Roundhouse build is complete and the blessing of the Roundhouse is scheduled for Wednesday, October 7th at 10:00 a.m. Noting that due to COVID-19 the blessing of the Roundhouse will be a small event. An invitation to the event has been shared with FIREFLY Board of Directors.

The FIREFLY Foundation Board met on September 15th to interview two candidates for the FIREFLY Foundation Coordinator position. Ms. Ingebrigtsen shared that one candidate was offered the position and the offer was accepted, starting on October 13th. A formal announcement will be forthcoming soon.

This writer shares, with mixed feelings, the resignation of Ms. Larsson from FIREFLY. Ms. Larsson will assume a full-time role with Sioux Lookout First Nation Health Authority (SLFNHA). She advised that Ms. Larsson had been assuming the role with SLFNHA half time for the past two years. Ms. Larsson has been with FIREFLY for the past 20 years, making a very significant difference in the lives of children and families. Ms. Larsson's drive, determination and compassion will be missed.

Ms. Ingebrigtsen is delighted and thrilled to announce that FIREFLY is fortunate to have been able to secure the services of Ms. Jackie Hummelbrunner and Ms. Darcia Curtis. Ms. Hummelbrunner and Ms. Curtis will fill the two Director of Service Excellence and Partnerships positions. Ms. Hummelbrunner will assume the role of Director of Service Excellence and Partnerships, responsible for Children and Youth Developmental Services. Ms. Curtis will assume the role of Director of Service Excellence and Partnerships, responsible for Children and Youth Mental Health Services and Community Services.

Lead Agency Report

Ms. Ingebrigtsen provided background of her work with the Lead Agency Consortium for Ms. Hummelbrunner and Ms. Curtis. In addressing the serious issues children are facing, Ms. Ingebrigtsen shared that Lead Agency representatives met with School Mental Health Assist Ontario, Ministry of Education, Centre of Excellence for Child and Youth Mental Health to better align education with community mental health planning and service delivery process.

Ms. Ingebrigtsen shared that in late July FIREFLY received notice from the Ministry to prepare the Lead Agency Multi-Year Service Delivery Plan by September 30, 2020. A table convened of core service providers from FIREFLY and Kenora Rainy River Child and Family Services met during the month of September. Ms. Ingebrigtsen reviewed the priorities identified in the three-year service delivery plan. Priorities include intensive and stabilization services close to home, crisis services, service quality improvements, strengthen community planning, addressing of health determinants strongly linked to mental health and well-being of children and youth and recruitment strategies for qualified professionals across the districts. Ms. Ingebrigtsen will share the Lead Agency Multi-Year Service Delivery Plan with the Board of Directors for review.

MOTION #2 Moved by Carlyne Bell
 Seconded by Caroline Collins
 That the September 2020 Lead Agency Report and September 2020 CEO Report be accepted as presented.
 CARRIED

MOTION #3 Moved by Kim Vares
 Seconded by Alisha Dasti-Hill
 That the CYMH Multi Year plan based upon priorities shared by the CEO be accepted as presented.
 CARRIED

FINANCE

Mr. Meisner reviewed the draft financial statements ending August 31, 2020. A question and answer period followed.

MOTION #4 Moved by Chris Bonner-Vickers
 Seconded by Tana Troniak
 That the financial statements for the period ending August 31, 2020 be accepted as presented.
 CARRIED

SERVICE REPORT

Ms. Larson thanked Ms. Larsson for her twenty years of service with FIREFLY, wishing her all the best with Sioux Lookout First Nation Health Authority (SLFNHA).

Ms. Larsson presented the August 2020 Service Report, noting that August was an extremely busy month for FIREFLY. Highlighting the first hybrid in person/virtual FASD diagnostic clinic that was held on August 14th. The hybrid clinic was successful, noting that the new model will continue throughout the year.

Ms. Larsson shared that when the town of Red Lake was evacuated due to a forest fire, the entire Children's Mental Health team came together to provide service to ensure that families received support during the evacuation.

Ms. Larsson shared that FIREFLY continues to foster a safe work environment, highlighting the All Staff meetings that are held virtually twice per month. The All Staff events have provided a sense of community during the time of COVID-19. Noting that the virtual fishing derby encouraged staff and their families to go fishing, build sand castles and explore the great outdoors in our Region. Staff submitted photos of their adventures, that were presented at an All Staff event.

Ms. Larsson expressed her appreciation of Mr. Noble's work with the Northwestern Health Unit, keeping staff and clients safe during COVID-19. Ms. Apland secured a grant titled FIERFLY Technology for Youth in Need of Clinical Support which is supported by the Government of Canada's Emergency Community Support Fund. This will allow FIREFLY to break down barriers for clients who require FIREFLY services but do not have access to technology.

NOSM summer students worked on two projects this summer. The VOICE project involved students completing interviews with families who received virtual services and completed a report on the families' experience. The EMHware e-library project will keep inventory of all resources, including books and equipment. This will allow staff to see what resources are available in all offices.

A question and answer period followed.

MOTION # 5 Moved by Kim Vares
 Seconded by Caroline Collins
 That the August 2020 Service Report be accepted as presented.
 CARRIED

QUALITY OF CARE

Ms. Hoffmeister presented the FIREFLY designed "PPE (Personal Protective Equipment) Projections" tool. She also highlighted FIREFLY's new data analyst, Mr. Richard Hill. Mr. Hill was a counsellor with FIREFLY prior to this new position in July. Ms. Hoffmeister reviewed the PPE analysis with the Board, sharing that FIREFLY will be able to predict the amount of PPE required to provide service to clients. A question and answer period followed.

COMMITTEE UPDATES

Fiscal Advisory

Ms. Larson shared that Ms. Dasti-Hill has assumed the role of Fiscal Advisory Committee Chair.

Board Development

Ms. Bell provided an update to the Board, noting that there are Board members nearing the end of their terms with the Board. Ms. Larson will contact Board members regarding their membership with the Board. The Committee is currently advertising to recruit Board members.

NEW BUSINESS

i. Establish Standing Committee Members

Membership on the Board Standing Committees was established as follows:

a. Governance and Quality

Ms. Debbie Larson, Ms. Kim Vares. Ms. Hanstead will follow up with Mr. Chris Bonner-Vickers, Ms. Michelle Simone and Ms. Jennifer Esterreicher to determine continued interest in participating on this committee.

b. Fiscal Advisory

Alisha Dasti-Hill, Ms. Debbie Larson, Ms. Caroline Collins, Tana Troniak. Ms. Hanstead will follow up with Mr. Chris Bonner-Vickers to determine continued interest in participating on this committee.

c. Board Development

Ms. Carlynn Bell, Ms. Debbie Larson, Tana Troniak. Ms. Larson inquired with the Board if any members would like to join the committee.

ii. Signing officers

MOTION #6

Moved by Caroline Collins

Seconded by Chris Bonner-Vickers

That the signing officers for FIREFLY's 2019-2020 Fiscal Year be:

Debbie Larson, Chair

Kim Vares, Vice Chair

Chris Bonner-Vickers, Treasurer

Karen Ingebrigtson, CEO

Ashley Hoffmeister, Director of Systems and Performance Management

CARRIED

iii. 2019-2020 Meeting Dates

The proposed 2020-2021 meeting dates were reviewed, with amendments. Due to COVID-19 pandemic, the Annual General Meeting will be held virtually on Wednesday, June 16, 2021. Ms. Hanstead will amend the calendar and forward to the Board of Directors.

MOTION #7 Moved by Caroline Collins
 Seconded by Kim Vares
 That the proposed meeting dates schedule be accepted as amended.
 CARRIED

CORRESPONDENCE/READING

None

IN CAMERA

Motion #8 Moved by Tana Troniak
 Seconded by Kim Vares
 That the Board moves to in-camera at 8:39 p.m.
 CARRIED

EVALUATION

Ms. Esterreicher provided the evaluation of the meeting, noting that the meeting was exciting and covered much ground, adding that it was a very busy summer for FIREFLY. Highlighting that it is exciting to see the developments, virtual services, all the programs and movement in FIREFLY. Ms. Esterreicher congratulated Ms. Larson, Mr. Bonner-Vickers, Ms. Collins and Ms. Vares on their positions with the Board. Ms. Esterreicher is looking forward to Board meetings this year, and is hoping that the Board will be able to meet in person in June 2021.

NEXT MEETING

October 20, 2020 – 7:00 p.m.

ADJOURNMENT

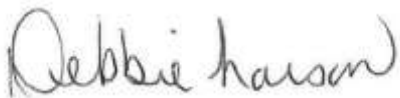
Having no further business, the Chairperson accepted a motion to adjourn at 9:05 p.m.



Tammy Hanstead
Recorder

October 20, 2020

Date



Debbie Larson
Chairperson

October 20, 2020

Date