

# FIREFLY

Physical, Emotional, Developmental and Community Services  
Services physiques, émotifs, communautaires et pour le développement

## BOARD OF DIRECTORS MINUTES

May 11, 2018

*Kenora*

PRESENT:                   Debbie Larson                   Carlynn Bell                   Chris Bonner-Vickers  
                                  Marcia Scarrow                   Terri Sirman                   Michelle Simone  
                                  Julianne Jollymore                   Kelly Graff                   Peter Harland

REGRETS:                   Michael Kirlew

ABSENT:                    Kristin Ward

STAFF:                    Karen Ingebrigtsen                   Bruce Meisner                   Jennifer Marquis  
                                  Lisa Doerksen

Ms. Larson called the meeting to order at 7:01 PM.

### SELECTION OF MEETING EVALUATOR

Mr. Bonner-Vickers offered to evaluate the meeting this evening.

### REVIEW OF AGENDA

All-staff meeting and year-end report were added to the agenda by Ms. Sirman.

### DECLARATION OF CONFLICT OF INTEREST

No conflicts of interest were noted at this time.

### APPROVAL OF CONSENT AGENDA

MOTION #1    Moved by Terri Sirman  
                  Seconded by Peter Harland  
                  That the consent agenda of May 11, 2018 is accepted with minor amendments to the  
                  Governance and Quality Committee minutes as presented.  
                  CARRIED

## BUSINESS ARISING

### *Youth and Family Engagement:*

Ms. Larson raised youth and family engagement for discussion citing this as a required operating procedure for accreditation. She provided the board with the various options previously discussed, including having a youth as a voting member of the board, sitting on the Board committees, at strategic planning, hosting a youth forum or a youth advisory committee that meets quarterly. She also explained that she and Ms. Ingebrigtsen are working on some advertisements to be used on our social media accounts. Ms. Ingebrigtsen shared that some staff have also identified families who may be interested in participating. Ms. Sirman reminded the group that Ms. Ward had also indicated that she would reach out to students at her school who might be interested. Ms. Ingebrigtsen shared that the organization is working on developing a youth and family engagement strategy which will be presented to the Board for approval in June. This will be a step which will indicate to the surveyors that FIREFLY is working hard to engage families. FIREFLY's current direct service involvement by families is strong; however, in the areas of program development and governance, we continue to develop.

Ms. Ingebrigtsen also shared that, as part of the quality presentation at the all-staff, at the end of May, we will be working through youth and family engagement as an organization. Ms. Scarrow feels it is an excellent idea to engage all staff in seeking ideas for engagement as they have the day-to-day experience with families and youth. Ms. Ingebrigtsen shared that she has reached out to the school board and there may be some interest from youth on the school board advisory committee. Ms. Jollymore indicated that the small ad hoc committee had also discussed involving SNAP (Stop Now and Plan) parents and the possibility of asking clients to share stories directly with the Board. Ms. Bell suggests the board does presentations at a political science class and speaks about what a Board does in order to build interest. Ms. Sirman suggests one presentation be developed and used so every class receives the same message. Ms. Bell and Ms. Larson will work on a presentation over the summer and will plan to reach out to the schools in the fall. Dr. Harland suggests engaging Ms. Ward as she can reach out directly to her school.

### *All-Staff:*

Ms. Sirman suggests that, if available, all board members attend the all staff indicating that it is a really valuable experience.

### *OACRS membership:*

Ms. Ingebrigtsen sought Board approval to draft a letter for signature requesting a seat in this organization. The Board is in agreement.

## CEO REPORT

Ms. Ingebrigtsen shared that FIREFLY has officially signed the agreement for the transfer of the CCAC contracts. She is hoping that the transition will formally take place at the end of June. The challenge is that this is currently with the LHIN lawyers for decision on who owns the client information and how we will we have access.

Contract negotiation dates have been selected for June.

## LEAD AGENCY REPORT

Ms. Ingebrigtsen realized after the Board retreat that she has been embedding both Lead Agency and FIREFLY operational and strategic information in her CEO report which may have caused some confusion around which priorities fit where. After this explanation, Ms. Ingebrigtsen reviewed the new Lead Agency report with the Board. Ms. Simone finds the two separate documents useful and appreciated the overview. A question and answer period followed. Ms. Scarrow would like to see the board setting out actionable items. Ms. Ingebrigtsen agrees and indicated that FIREFLY is working on commencing a collective impact process, which will engage the broad community.

MOTION #2      Moved by Chris Bonner-Vickers  
                      Seconded by Julianne Jollymore  
                      That May 2018 CEO report and May 2018 Lead Agency reports be approved as  
                      presented.  
                      CARRIED

## FINANCIAL REPORT

Mr. Meisner took the Board through the March 31, 2018 financial statements. A question and answer period followed.

MOTION #3      Moved by Julianne Jollymore  
                      Seconded by Carlyne Bell  
                      That the financial statements for the period ending March 31, 2018 be accepted as  
                      presented.  
                      CARRIED

Ms. Sirman requests that the year-end statements be provided ahead of the annual general meeting. Mr. Meisner indicates that he has requested this of the auditors and shared that, if they are unable to provide a draft copy a week in advance, Mr. Meisner will provide what he has completed. After some discussion it was determined this would meet the needs of the Board.

## COMMITTEE UPDATES

Ms. Jollymore provided a brief update of the Fiscal Advisory committee meeting that took place in advance of the meeting explaining that the committee had reviewed the full financial statements and received an update that the application for the FIREFLY Foundation will be forwarded to a lawyer in Toronto for completion. The Board can expect an update on this sometime in the fall.

Dr. Harland provided an update from the April 28<sup>th</sup> Governance and Quality committee meeting, specifically around the Residential Placement Advisory Committee (RPAC) funding discussion. He shared that FIREFLY has requested increased funding. Should additional funding not be received, consideration should be to scale back this program as FIREFLY cannot afford to operate this program in a deficit.

## NEW BUSINESS

### *I. Generative Governance next steps:*

Ms. Ingebrigtsen was seeking input on next steps of the April Board Retreat session on generative governance, suggesting that one of the Board committees could use the exercise to come up with a few questions that the Board may want to delve into. She suggests this take place at least a couple of times a year. Ms. Scarrow suggested that there were a number of Board members not in attendance at the retreat; she shared that Ms. Hurtubise of the Centre of Excellence had offered to provide a webinar for the members who were not in attendance. Ms. Marquis and Ms. Ingebrigtsen will reach out and determine how this could be facilitated. The Board could then work at developing some generative discussions. The Board agreed.

### *II. Lead Agency 2018-19 Priorities:*

Ms. Ingebrigtsen highlighted from page 19-27 the work of the consortium, indicating that there are a number of priority areas. She brought to the attention of the Board that youth and family engagement as well as relationship building across the sector are also priorities of the consortium.

### *III. Letter from Minister of CYS:*

Ms. Ingebrigtsen shared that this letter is to highlight the work of the Ministry to-date and plans moving forward.

## IN CAMERA

Motion #6      Moved by Terri Sirman  
                    Seconded by Michelle Simone  
                    That the Board moves to in-camera at 8:07 PM  
                    CARRIED

Motion #7      Moved by Marcia Scarrow  
                    Seconded by Chris Bonner-Vickers  
                    That the Board moves back to the regular meeting at 8:15 PM  
                    CARRIED

Ms. Sirman would like to know, is there any proposed date for a makeup meeting date in Fort Frances?

Ms. Ingebrigtsen shared that we usually have a meeting in person in October and suggests that we could meet in Fort Frances. Mr. Bonner-Vickers indicates that 10-14<sup>th</sup> would be best.

## EVALUATION

Mr. Bonner-Vickers feels that the meeting had a lot of good questions and discussions. He appreciates the flow of the meeting and everyone's participation. There were no additional comments.

NEXT MEETING

Friday, June 15, 2018 in Kenora. AGM at 5:00 PM - dinner at 6:30, meeting at 7:00 pm.

ADJOURNMENT

Having no further business, the Chairperson accepted a motion to adjourn at 8:20 PM.



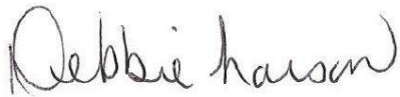
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Jennifer Marquis  
Recorder

22 June 2018

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Date



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Debbie Larson  
Chairperson

22 June 2018

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Date