



FIREFLY

BOARD OF DIRECTORS MINUTES

October 26, 2018

Kenora

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

ABSENT: Kristin Ward

STAFF: Karen Ingebrigtsen Jennifer Marquis Alison Farough

STAFF REGRETS: Bruce Meisner

Ms. Larson called the meeting to order at 6:53 PM.

SELECTION OF MEETING EVALUATOR

Ms. Simone offered to evaluate the meeting this evening.

REVIEW OF AGENDA

Ms. Larson and Ms. Ingebrigtsen added FIREFLY Foundation under new business.

DECLARATION OF CONFLICT OF INTEREST

No conflict of interests were declared.

STRATEGIC PLANNING

Ms. Larson welcomed Ms. Karen Beitel and Mr. Jay Kaufman of KTA Inc. to the Board meeting. Ms. Beitel and Mr. Kaufman are leading the strategic planning process for FIREFLY's 2019 strategic planning. She then turned the meeting over to Ms. Beitel and Mr. Kaufman who took the Board through the process they plan to use. Through the discussions the Board agreed that FIREFLY's next strategic plan should be for a 3-year period and should include a refresh of both the mission statement and values. The Board will meet with KTA Inc. during the Board retreat planned for April.

APPROVAL OF CONSENT AGENDA

MOTION #1 Moved by Chris Bonner Vickers
 Seconded by Julianne Jollymore
 That the consent agenda of October 26, 2018 with the amendment that Ms. Graff had sent regrets for the Board Development meeting be accepted as presented.
 CARRIED

BUSINESS ARISING

Status on connecting with schools re: Youth Engagement

Ms. Ingebrigtsen reviewed with the Board the earlier discussion regarding youth engagement and the decision to explore engagement with youth trustees with the School Boards. Ms. Ingebrigtsen shared that to-date she has conversed with Directors of Education from Keewatin Patricia District School Board and Rainy River District School Board; meetings are scheduled for next week with Kenora Catholic District School Board and The Northwest Catholic District School Board. The Directors met thus far have been keenly interested and wish to participate with FIREFLY and have shared some strategies from their own organizations. In addition, Ms. Ingebrigtsen was excited to share that FIREFLY has been contacted by Children's Mental Health Ontario - New Mentality - which helps to launch like groups to bring together young people to help inform policies. New Mentality, through a grant application with RBC Foundation, has approached FIREFLY to seek interest in having them come to support us in youth engagement. The goal is deliver regional youth engagement forums, train youth and develop plans for ongoing, sustainable engagement. As of this afternoon, FIREFLY was advised the grant was approved. Ms. Ingebrigtsen suggests that FIREFLY to build on knowledge from the school board, learn from their experiences and consider best strategies for youth engagement at the governance level.

Peer to Peer Feedback

Ms. Larson as Board Chair continues to reach out to individual board members to have on-on-one meetings to discuss their Board membership and attendance. She notes there is an emerging trend around concerns with First Nation Board representation and the desire to continue to reach out and develop this area. An additional challenge that has been highlighted is around Board recruitment.

Recruitment

Ms. Larson shared that three applications have been received for Board positions. Ms. Marquis will send out a DoodlePoll to set a meeting to review the applications. Ms. Ingebrigtsen encourages the current Board members to reach out to potential applicants with technological or business backgrounds. Ms. Graff discussed reaching out to specific groups suggesting that FIREFLY could reach out to specific organizations or individual positions and send a direct letter. The Board discussed the importance of ensuring that the applicants have a full understanding of the commitment required as a member of the FIREFLY Board. It was also suggested that posters be made and placed in each of the area offices to encourage people to apply.

CEO REPORT & LEAD AGENCY REPORT

Ms. Larson wished to highlight the Manager of Communication and Organizational Development role that Ms. Marquis has accepted. Ms. Ingebrigtsen noted that she now sits on the All Nations Hospital table for Kenora by invitation. She moved onto the Lead Agency report and explained that Lead Agency is about leveraging the resources in our area to determine functional planning and service pathways. She also highlighted that FIREFLY is also the lead agency for Coordinated Service Planning and Integrated Rehabilitation Services and noted that the Board should be aware that role and name might change with the new government. She explained that FIREFLY participates as a member of the Northern Data Group to bring lead agencies across the north together and the purpose is to review common data measures and how each agency is collecting data enabling benchmarking and collective troubleshooting.

MOTION #2 Moved by Peter Harland
 Seconded by Kelly Graff
 That the October 2018 CEO report and Lead Agency report be approved as presented.
 CARRIED

SERVICE UPDATE

Ms. Farough shared that the Integrated Operational Plan is the foundation of the Service Update, reflected in the priority approaches included in the update. She noted that this report is being presented in a different format and that she is hoping it makes it easy to read while providing the Board with the information needed. The report reflects work to the end of September and is collectively reflective of the leadership and director teams work. The Board noted that they appreciated the new format. A question and answer period followed.

MOTION #3 Moved by Chris Bonner-Vickers
 Seconded by Kelly Graff
 That the October 2018 Service report be accepted as presented.
 CARRIED

FINANCIAL REPORT

Ms. Ingebrigtsen presented the August 31, 2018 and September 30, 2018 financial statements in Mr. Meisner's absence. She noted that the insurance variance from last month had been rectified citing an overstatement of insurance expense.

MOTION #4 Moved by Julianne Jollymore
 Seconded by Peter Harland
 That the financial statements for the period ending August 31, 2018 and September 30, 2018 be accepted as presented.
 CARRIED

QUALITY OF CARE

This has been added to our agenda after Accreditation surveyors recommended the inclusion of Quality of Care as a standing item. Ms. Ingebrigtsen congratulated the Board on meeting all the standards for the Accreditation survey as well as thanking them for their extra effort to participate. She shared that the surveyors provided positive feedback to the Board and the organization as whole. Areas identified for improvement were in the area of Infection Prevention and Control. There is a requirement to respond back to Accreditation Canada by February 27, 2019 to demonstrate we have addressed these areas.

COMMITTEE UPDATES

Board Development Committee: Ms. Bell highlighted that there are four Board positions; three applications have been received and the committee will be meeting to review. Further, FIREFLY will be getting in touch with Rotary in Kenora and Dryden to attempt to garner interest in the Board.

Fiscal Advisory Committee: Ms. Jollymore noted that the committee had received an update on the Foundation; reviewed financial statement; and reviewed all finance policies noting there were no significant updates to the policies.

CORRESPONDENCE/READING

For your information – card from Rhona Karschti thanking the board for their retirement gift.

NEW BUSINESS

I. Video Conferencing:

Ms. Larson shared that this has come through her one-on-one meetings. The Board is interested in exploring video conferencing options in lieu of telephone conferencing. Ms. Marquis described how Skype for Business works. Ms. Marquis will coordinate with Ms. Hoffmeister to determine if the November meeting could be used to do some training with the Board on how to use Skype.

II. Phone Number for FIREFLY access:

Ms. Simone shared that it came to her attention that when a caller is phoning our Kenora office, the call comes to same reception as Kenora Rainy River Child and Family Services. This will be brought forward for further consideration by the FIREFLY leadership team.

III. FIREFLY Foundation:

Ms. Ingebrigtsen reported that work has been underway with the lawyer in Toronto to move forward with the Foundation. When submitting the name for approval it was found that there are a number of 'FIREFLY Foundations' and as such, the name was not approved. The lawyer recommended: 'Kenora and Rainy River Districts FIREFLY Foundation' which will provide enough differentiation from other similarly named organizations. It is noted that this will be our legal name; however, the Foundation can market itself as the FIREFLY Foundation. As part of the formal process and documentation required, two motions must be passed to allow for FIREFLY to gift the Foundation funds to start up and make ongoing gifts. The Board reviewed the motions.

Motion #5 Moved by Julianne Jollymore
 Seconded by Chris Bonner Vickers
 That the Board moves to approve and sign the resolution of the Directors and the
 Resolution of the Members to formally allow FIREFLY to gift funds to the Kenora and
 Rainy River Districts FIREFLY Foundation
 CARRIED

IN CAMERA

Motion #6 Moved by Chris Bonner Vickers
 Seconded by Michelle Simone
 That the Board moves to in-camera at 9:00 PM
 CARRIED

Motion #7 Moved by Michelle Simone
Seconded by Chris Bonner-Vickers
That the Board approves the September 14, 2018 in camera minutes.
CARRIED

Motion #8 Moved by Peter Harland
Seconded by Chris Bonner-Vickers
That the Board advise the Ministry that FIREFLY is no longer assuming responsibility of the Residential Placement Advisory Committee Program as of April 1, 2019
CARRIED

Motion #9 Moved by Peter Harland
Seconded by Chris Bonner-Vickers
That the Board moves back to the regular meeting at 9:35 PM
CARRIED

EVALUATION

Ms. Simone provided the evaluation of the meeting noting that, despite the fact that the meeting ran late, she felt that it was an engaging meeting with a great deal of discussion and many important topics.

NEXT MEETING

Regular meeting: Tuesday, December 4, 2018 at 7 PM via teleconference.

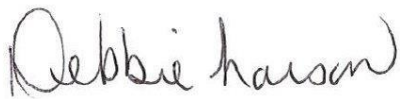
ADJOURNMENT

Having no further business, the Chairperson accepted a motion to adjourn at 9:46 PM.



Jennifer Marquis
Recorder

Date



Debbie Larson
Chairperson

Date