



FIREFLY

BOARD OF DIRECTORS MINUTES

April 4, 2023

Microsoft Teams

PRESENT:	Kim Vares Sarah-lynn Klassen	Alisha Dasti-Hill	Debbie Larson
REGRETS:	Crystal Page Bruce Meisner	Chris Bonner-Vickers	Carlynnne Bell
STAFF:	Karen Ingebrigtsen Kirby Parks Tammy Hanstead	Michelle Gaudet Darcia Curtis	Jackie Hummelbrunner Jenn Marquis

Ms. Kim Vares acknowledged that FIREFLY offices operate on the original lands and territories of the Anishinaabeg, the Mushkegowuk and the Métis peoples. Treaties 3, 5 and 9 were signed upon these lands. We strive as guests on these lands to honour our responsibilities to care for this land and uphold the Treaties that were signed therein.

Ms. Vares called the meeting to order at 7:00 p.m.

FIREFLY MOMENT

Ms. Curtis provided a FIREFLY moment, highlighting the partnership Dr. Crookall, Child and Adolescent Psychiatry. Ms. Curtis shared that Dr. Crookall has been providing psychiatry services at FIREFLY Thursday afternoons since February 2023. Ms. Curtis noted that FIREFLY is the first agency to offer psychiatry as part of the urgent response program. Dr. Crookall is working with FIREFLY to develop the urgent response model with the team. Ms. Curtis shared that Dr. Crookall is also working with FIREFLY to develop an infant psychiatry program, noting that there will be training for FIREFLY staff in June. Ms. Curtis noted that FIREFLY is planning regional clinics with Dr. Crookall. A question and answer period followed.

PRESENTATION

Ms. Gaudet presented “Uncovering our Board Member Value Proposition” (BVP), by sharing her screen with the Board. Ms. Gaudet shared that a BVP is a unique offering an organization provides to Board members in return for their effort, motivating them to join and remain on the Board. Ms. Gaudet noted that a strong BVP supports key organizational needs; attraction, engagement and retention. Ms. Gaudet shared a four step approach to uncover, define and implement a strong BVP:

- Build a plan to develop the BVP
- Uncover the BVP
- Evaluate and refine the BVP
- Implement and sustain the BVP

Ms. Gaudet reviewed the challenges and draft goals of the Board to recruit and retain Board members. A question and answer period followed. Ms. Gaudet will share the presentation with the Board for their information.

REVIEW OF AGENDA

MOTION #1 Moved by Sarah-lynn Klassen
 Seconded by Alisha Dasti-Hill
 That the agenda of April 4, 2023 be accepted as presented.
 CARRIED

DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.

APPROVAL OF CONSENT AGENDA

Consent agenda items:

- February 28, 2023 FIREFLY Board of Director Meeting Minutes
- February 28, 2023 FIREFLY Fiscal Advisory Committee Meeting Minutes
- February 28, 2023 FIREFLY Board Development Committee Meeting Minutes

MOTION #2 Moved by Debbie Larson
 Seconded by Alisha Dasti-Hill
 That the consent agenda of April 4, 2023 be approved.
 CARRIED

ITEMS PULLED FOR DISCUSSION

FIREFLY Foundation Update

Ms. Larson inquired if FIREFLY Foundation Board members have been invited to the FIREFLY Board of Directors Retreat that will be held in Dryden on April 29th. Ms. Ingebrigtsen shared that FIREFLY Foundation Board members have been invited to the Retreat.

COMMITTEE UPDATES

Fiscal Advisory

Ms. Dasti-Hill provided an update, sharing that the committee reviewed the financial statements and investment statements.

Governance and Quality Committee

Ms. Vares provided an update, sharing that Ms. Marquis reviewed the Q4 Quality report with the committee. Ms. Vares shared that the committee reviewed the annual evaluations, noting that the evaluations will be shared with Board members following the retreat with two weeks to complete the anonymous evaluations. The data will be collated and shared with the FIREFLY Board of Directors at the Board meeting on June 14, 2023.

CEO and LEAD AGENCY REPORT

CEO and Lead Agency Report

Ms. Ingebrigtsen provided an update regarding the FIREFLY Strategic Plan Refresh, noting that the minutes from the Strategic Plan Refresh Steering Committee meeting from March 7th were included in the Board meeting package. KTA and the steering committee are planning staff engagement strategy summits and a survey for the week of April 11th. The Strategy and Performance Team (SPT), KTA and

the FIREFLY Board of Directors will continue work on the Strategic Plan Refresh at the Board Retreat on April 29, 2023.

Ms. Ingebrigtsen shared that FIREFLY continues to advocate for recognition for the unique needs and challenges for northern families in need of children's autism services, highlighting that FIREFLY Autism service is receiving much needed one-time funding for the 2023/2024 fiscal year.

Ms. Ingebrigtsen highlighted the work of Ms. Curtis and her team for the development of the new services with Dr. Crookall at FIREFLY. Ms. Ingebrigtsen shared that FIREFLY is thrilled to have Dr. Crookall as medical lead and providing psychiatric services for clients, Infant/Early Childhood and Autism Urgent Response Programs at FIREFLY.

Ms. Ingebrigtsen shared that a few years ago, FIREFLY undertook skill development in the field of change management, noting that over time leadership has changed, the acuity of service needs have grown and our external environment has changed. FIREFLY will embark on a comprehensive change management program in collaboration with Prosci later this year. Ms. Ingebrigtsen shared that this program will support FIREFLY in developing change capabilities through a results driven change management strategy.

Ms. Ingebrigtsen noted that included in the Board meeting package for the Board's information is the Northwestern Health Unit report to the Board of Health and the 2021-2022 COMPASS survey results.

MOTION #3 Moved by Sarah-lynn Klassen
 Seconded by Debbie Larson
 That the March 2023 CEO and Lead Agency Reports be accepted as presented.
 CARRIED

FINANCE

Review Financial Statements

Ms. Parks reviewed the draft financial statements for the month ending February 28, 2023 with the Board. Ms. Parks reviewed the investment statements with the committee. A question and answer period followed.

MOTION #4 Moved by Debbie Larson
 Seconded by Sarah-lynn Klassen
 That the draft financial statements for the period ending February 28, 2023 be accepted as presented.
 CARRIED

OPERATIONS AND CLIENT SERVICE REPORT

Ms. Hummelbrunner reviewed the polar graphs with the Board, highlighting the 2023 community partner survey and 2022 survey report that was shared with community partners this week. Ms. Hummelbrunner provided an update regarding the renovation of the space at the Kenora FIREFLY office that was previously the Childcare space. Ms. Hummelbrunner shared that three advisory families have toured the space and have provided valuable feedback. Ms. Hummelbrunner shared that FIREFLY has received five Northern Ontario School of Medicine (NOSM) summer student applications, interviews will be set up soon. Ms. Hummelbrunner reviewed FIREFLY highlights and on the horizon with the Board. A question and answer period followed.

MOTION # 5 Moved by Alisha Dasti-Hill
 Seconded by Sarah-lynn Klassen
 That the March 2023 Service Report be accepted as presented.
 CARRIED

QUALITY

Quarterly Quality Report

Ms. Marquis shared that the Q4 Quarterly Quality Report was presented to the Governance and Quality Committee earlier this evening, inquiring if the Board members had the opportunity to review the report that was included in the Board meeting package. Ms. Dasti-Hill shared that she had reviewed the Q4 Quality Report and that she did not have any questions regarding the report.

MOTION #6 Moved by Debbie Larson
 Seconded by Alisha Dasti-Hill
 That the Board approves the Q4 Quarterly Quality Report as presented.
 CARRIED

CORRESPONDENCE/READING

One Stop Talk

Ms. Curtis shared that a One Stop Talk Provincial Walk-In Update communication was included in the Board meeting package.

FIREFLY Risk Management Plan

Ms. Vares shared that the Risk Management Plan is reviewed annually by the Governance and Quality Committee and the Strategy and Performance Team. The recently reviewed document is included in the Board meeting package for the Board's information.

NEW BUSINESS

None

IN CAMERA

Motion #7 Moved by Sarah-lynn Klassen
 Seconded by Debbie Larson
 That the Board moves to in-camera at 7:41 p.m.
 CARRIED

EVALUATION

Ms. Larson provided the evaluation of the meeting, noting that the materials were relevant and received on time. Ms. Larson shared that the meeting started on time and the chair kept the meeting on track. Ms. Larson noted that the agenda was achievable and an appropriate amount of time was spent on items. Ms. Larson enjoyed the presentations and reports that were prepared by the Strategy and Performance Team.

NEXT MEETING

Ms. Vares shared that the next meeting will be held in Dryden on Friday, April 28, 2023 at 7:00 p.m. The Fiscal Advisory Committee will meet at 5:30 p.m. and dinner will be held at 6:00 p.m. The Board Development Committee will meet at 8:30 a.m. on Saturday, April 29th, followed by the Board Retreat starting at 9:00 a.m. until 3:00 p.m.

ADJOURNMENT

Having no further business, the Chairperson accepted a motion to adjourn at 8:08 p.m.



Tammy Hanstead
Recorder

April 28, 2023

Date



Kim Vares
Chairperson

April 28, 2023

Date