



FIREFLY

BOARD OF DIRECTORS MINUTES

June 14, 2023

Microsoft Teams

PRESENT:	Debbie Larson	Kim Vares	Alisha Dasti-Hill
	Chris Bonner-Vickers	Sarah-lynn Klassen	Crystal Page
REGRETS:	Jackie Hummelbrunner	Bruce Meisner	Carlynnne Bell
STAFF:	Karen Ingebrigtsen	Michelle Gaudet	Jennifer Marquis
	Darcia Curtis	Kirby Parks	Mark Colvin
	Zoé Campbell	Tammy Hanstead	
GUEST:	Karen Stasus, Program Supervisor, Mental Health and Addictions Program Branch, Mental Health and Addictions Division, Ministry of Health		

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

ELECTION OF OFFICERS

Chair:

Nominations were opened for the position of Chair. Alisha Dasti-Hill nominated Kim Vares and it was seconded by Debbie Larson. Kim Vares accepted the nomination. Kim Vares was declared Chair by acclamation.

Ms. Ingebrigtsen handed the Chair to Kim Vares.

Vice Chair:

Nominations were opened for the position of Vice Chair.

Debbie Larson nominated Sarah-lynn Klassen and it was seconded by Chris Bonner-Vickers. Sarah-lynn Klassen let her name stand and nominations were closed. Sarah-lynn Klassen was declared Vice Chair by acclamation.

Secretary:

Nominations were opened for the position of Secretary.

Crystal Page nominated Debbie Larson and it was seconded by Chris Bonner-Vickers. Debbie Larson let her name stand and nominations were closed. Debbie Larson was declared Secretary by acclamation.

Treasurer:

Nominations were opened for the position of Treasurer.

Chris Bonner-Vickers nominated Alisha Dasti-Hill and it was seconded by Crystal Page. Alisha Dasti-Hill agreed to let her name stand and nominations were closed. By acclamation Alisha Dasti-Hill was declared Treasurer.

FIREFLY MOMENT

Ms. Ingebrigtson highlighted the 2023 FIREFLY In-Person All Staff Event that was held in Kenora on June 7th and 8th, 2023. Ms. Ingebrigtson shared that staff gathered for a Spring Feast Ceremony, MS Kenora boat cruise and a meeting at Seven Generations Education Institute. Ms. Ingebrigtson thanked Ms. Klassen for attending the meeting, welcoming staff and assisting with the staff recognition awards. Ms. Ingebrigtson shared that the 2023-2026 FIREFLY Strategic Plan was unveiled to staff and work under the new pillars was initiated and priorities for the upcoming years started.

PRESENTATION

Ms. Vares welcomed Ms. Campbell and Mr. Colvin to the meeting for a presentation. Mr. Colvin, Counsellor introduced himself and thanked the Board for the invitation to present “Dungeons and Dragons.” Ms. Campbell, Clinical Manager introduced herself to the Board and shared that in partnership with Ms. Maksymchuk, Clinical Manager provide leadership in supporting Mr. Colvin in facilitating a group of clients gathering in the Kenora office to play Dungeons and Dragons. Ms. Campbell shared that Mr. Colvin is the project Champion of the Kenora Dungeons and Dragons program. Mr. Colvin presented Dungeons and Dragons to the Board, explaining the rules of the game and the mental health benefits of Dungeons and Dragons for FIREFLY clients. A question and answer period followed. Ms. Vares thanked Ms. Campbell and Mr. Colvin for their presentation.

REVIEW OF AGENDA

MOTION #1 Moved by Crystal Page
 Seconded by Chris Bonner-Vickers
 That the agenda June 14, 2023 be accepted as amended.
 CARRIED

DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.

APPROVAL OF CONSENT AGENDA

Consent agenda items:

- May 26, 2023 FIREFLY Board of Director Meeting Minutes
- May 26, 2023 FIREFLY Fiscal Advisory Committee Meeting Minutes
- May 26, 2023 FIREFLY Governance and Quality Committee Meeting Minutes

MOTION #2 Moved by Chris Bonner-Vickers
 Seconded by Debbie Larson
 That the consent agenda of June 14, 2023 be approved.
 CARRIED

ITEMS PULLED FOR DISCUSSION

None

COMMITTEE UPDATES

Fiscal Advisory

Ms. Dasti-Hill provided an update, sharing that the committee met with the Auditor earlier today. Ms. Dasti-Hill shared that Ms. Pyzer reviewed the 2022-2023 draft audited financial statements with the committee. Ms. Dasti-Hill noted that the committee discussed and recommended to the Board at the Annual General Meeting that BDO Canada Chartered Professional Accountants be appointed auditors

for FIREFLY for the 2023-2024 fiscal year. Ms. Dasti-Hill noted that the FIREFLY Board of Directors approved BDO Canada Chartered Professional Accountants be appointed auditors for FIREFLY for the fiscal year 2023 – 2024. Ms. Vares congratulated Ms. Parks and the Finance team on the successful completion of the audit.

CEO and LEAD AGENCY REPORT

CEO and Lead Agency Report

Ms. Ingebrigtson shared the challenges regarding the Complex Special Needs program, noting that the program has grown in service needs and finance department management. Ms. Ingebrigtson shared that FIREFLY has met with the Ministry regarding appropriate resource support for maintaining the program.

Ms. Ingebrigtson highlighted the Truth and Reconciliation Working Group book club, sharing the book selection is “Braiding Sweetgrass, Indigenous Wisdom, Scientific Knowledge and Teachings of Plants” by Robin Wall Kimmerer. Ms. Ingebrigtson shared that June is National Indigenous History Month, staff will be supporting and participating in activities throughout the Region on June 21st, National Indigenous Peoples Day.

Ms. Ingebrigtson shared that FIREFLY submitted a proposal to the Ministry for an Eating Disorders Program. A discussion followed. Ms. Stasus, FIREFLY program supervisor for the Ministry of Health shared her appreciation for and recognition of the exceptional quality of FIREFLY programs and services.

MOTION #3 Moved by Chris Bonner-Vickers
 Seconded by Alisha Dasti-Hill
 That the June 2023 CEO and Lead Agency Reports be accepted as presented.
 CARRIED

FINANCE

Ms. Parks reviewed the draft financial statements for the month ending April 30, 2023 with the Board. A question and answer period followed.

MOTION #4 Moved by Alisha Dasti-Hill
 Seconded by Debbie Larson
 That the draft financial statements for the period ending April 30, 2023 be accepted as presented.
 CARRIED

OPERATIONS AND CLIENT SERVICE REPORT

Ms. Curtis reviewed the polar graphs with the Board, highlighting the progress made in each pillar. Ms. Curtis shared that the new Coconut scheduling software went live with staff and clients on May 1st. Ms. Curtis reviewed FIREFLY highlights and on the horizon with the Board. A question and answer period followed.

MOTION # 5 Moved by Chris Bonner-Vickers
 Seconded by Crystal Page
 That the May 2023 Operations and Client Services Report be accepted as presented.
 CARRIED

QUALITY OF CARE

Ms. Marquis presented the Annual Quality Report to the Board, noting that the current quarter is not complete until June 30th. Ms. Marquis noted that all quarters are included in each report that the Board receives, including a total for the year. Ms. Marquis highlighted that Mr. Hill has created a new and developing dashboard to share with the Board that shows the year review for each service area. Ms. Marquis reviewed the new dashboard with the Board. A question and answer period followed.

CORRESPONDENCE/READING

- **Canadian substance use costs and harms**

Ms. Ingebrigtsen shared that the document was included in the Board meeting package for the Board's information.

- **Social media can harm kids**

Ms. Ingebrigtsen shared that the document was included in the Board meeting package for the Board's information.

NEW BUSINESS

i. **Establish Standing Committee Members**

Membership on the Board Standing Committees was established as follows:

a. Governance and Quality

Mr. Bonner-Vickers (Chair), Ms. Larson, Ms. Vares, Ms. Page and Ms. Klassen

b. Fiscal Advisory

Ms. Dasti-Hill (Chair), Ms. Vares and Ms. Larson

c. Board Development

Ms. Bell, Ms. Vares and Ms. Larson

Ms. Vares will inquire with Ms. Bell if she would like to continue to Chair the Board Development Committee.

ii. **Signing officers**

MOTION #6 Moved by Chris Bonner-Vickers

Seconded by Debbie Larson

That the signing officers for FIREFLY's 2023-2024 Fiscal Year be:

Kim Vares, Chair

Sarah-lynn Klassen, Vice Chair

Alisha Dasti-Hill, Treasurer

Debbie Larson, Secretary

Karen Ingebrigtsen, CEO

Darcia Curtis, Director

CARRIED

iii. 2023-2024 Meeting Dates

The proposed 2023-2024 meeting dates were reviewed by the Board. A question and answer period followed.

MOTION #7 Moved by Sarah-lynn Klassen
Seconded by Alisha Dasti-Hill
That the proposed meeting dates schedule be accepted as presented.
CARRIED

iv. Set AGM Date

The Board agreed that the FIREFLY Annual General Meeting will be held on Wednesday, June 12, 2024.

v. Board Work Plan

Ms. Vares provided an update, sharing that the committee reviewed the Board workplan and agreed to present to the Board for approval tonight. A discussion followed.

MOTION #8 Moved by Crystal Page
Seconded by Debbie Larson
That the 2023-2024 FIREFLY Board of Directors workplan be accepted as presented.
CARRIED

vi. Board Evaluations and Action Plan

Ms. Vares shared that the annual Board evaluation results were included in the Board meeting package, noting that the Governance and Quality Committee reviewed the results and prepared an action plan for the Board. Ms. Vares shared that the actions were brought forward by Ms. Klassen from the Diversity, Equity and Inclusion (DEI) Committee meeting. The three actions identified are:

- Board Improvement Strategy – DEI Training and Personal Land Acknowledgements
- Continue Board Recruitment and Retention Strategy – Board Value Proposition
- Board Attendance – Attendance sheet to be included in each Board meeting package

A discussion followed. The Board agreed that Board members will take turns preparing a personal land acknowledgement for each Board meeting. Ms. Hanstead will prepare the rotating schedule for Board meeting evaluations and land acknowledgements for the 2023-2024 Board meetings.

vii. 2023-2026 FIREFLY Strategic Plan

Ms. Ingebrigtsen shared that the FIREFLY Strategic Plan Refresh Steering Committee worked with KTA over the past few months to prepare the 2023-2026 FIREFLY Strategic Plan. Ms. Ingebrigtsen highlighted the work of all staff at the in-person meeting on June 8th to discuss priorities for the next three years. Ms. Ingebrigtsen shared that the strategic plan is ready to be approved by the FIREFLY Board of Directors. Ms. Ingebrigtsen noted that once the strategic plan is approved by the Board, FIREFLY will launch the new refreshed plan and prepare the operational plan. Ms. Ingebrigtsen shared that FIREFLY will share the 2023-2026 FIREFLY Strategic Plan and the 2022-2023 Annual Report with partners.

MOTION #9 Moved by Chris Bonner-Vickers
Seconded by Alisha Dasti-Hill
That the 2023-2026 FIREFLY Strategic Plan be accepted as presented.
CARRIED

IN CAMERA

Motion #10 Moved by Debbie Larson
Seconded Chris Bonner-Vickers
That the Board moves to in-camera at 8:18 p.m.
CARRIED

Rise and Report from In-Camera Meeting

Ms. Vares shared that the Board amended the CEO contract on May 26, 2023 in the in-camera session of the meeting.

Motion #14 Moved by Chris Bonner-Vickers
Seconded Alisha Dasti-Hill
That the Board of Directors of FIREFLY confirm the amendment to the CEO employment contract as presented in the in-camera session of the meeting.
CARRIED

EVALUATION

Ms. Dasti-Hill provided the evaluation of the meeting, highlighting the presentation of Ms. Campbell and Mr. Colvin. Ms. Dasti-Hill noted that the meeting started on time, the agenda was packed and Ms. Vares kept the meeting on track. Ms. Dasti-Hill appreciated the annual reports, well laid out, clear and data driven. Ms. Dasti-Hill noted the privilege to connect with everyone at the meeting. Ms. Dasti-Hill acknowledged the pride that FIREFLY staff take in their work.

NEXT MEETING

Monday, July 4th at 5:00 p.m.- Special meeting of the Board
Friday, September 29, 2023 at 7:00 p.m. Sioux Lookout

ADJOURNMENT

Having no further business, the Chairperson accepted a motion to adjourn at 8:40 p.m.



Tammy Hanstead
Recorder

September 29, 2023

Date



Kim Vares
Chairperson

September 29, 2023

Date