



FIREFLY

BOARD OF DIRECTORS MINUTES

October 27, 2023 – 7:00 p.m.

Microsoft Teams

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

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

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. Klassen provided a personal land acknowledgement that as a member of the FIREFLY Board of Directors I want to acknowledge that we are gathered here today as guests on the original lands of the Anishinaabeg, Mushkegowuk and Métis people. To uphold the Treaties 3, 5 and 9 that were signed upon these lands, we strive to honour the land, to listen, share and work towards a better future for all children, youth and families who reside in this territory.

FIREFLY MOMENT

Ms. Marquis shared her screen to present FIREFLY's Global Handwashing video "The Frog Prince" that was created by staff for Global Handwashing Day on October 15, 2023. FIREFLY staff participated in writing, narrating, acting and creating the fun and educational handwashing video. Ms. Marquis shared that all staff were invited to participate in the handwashing self-audit from October 12th to October 20th, highlighting that staff reported 896 instances of handwashing. Ms. Marquis highlighted that FIREFLY met the annual requirement for Accreditation Canada.

PRESENTATION

Ms. Parks provided a presentation to the Board, highlighting FIREFLY's accounting system that was implemented in April 2021. Ms. Parks shared her screen to demonstrate some of the accounting system features, including purchasing and reporting. Ms. Parks shared that a few teams are currently using the accounting system, noting that all staff will receive training by the end of the year. A question and answer period followed.

REVIEW OF AGENDA

MOTION #1 Moved by Carlynnne Bell
 Seconded by Crystal Page
 That the agenda of October 27, 2023 be accepted as presented.
 CARRIED

DECLARATION OF CONFLICT OF INTEREST

None

APPROVAL OF CONSENT AGENDA

Consent agenda items:

- September 29, 2023 FIREFLY Board Development Committee Meeting Minutes
- September 29, 2023 FIREFLY Fiscal Advisory Committee Meeting Minutes
- September 29, 2023 FIREFLY Board of Directors Meeting Minutes

MOTION #2 Moved by Sarah-lynn Klassen
 Seconded by Debbie Larson
 That the consent agenda of October 27, 2023 be approved.
 CARRIED

ITEMS PULLED FOR DISCUSSION

None

COMMITTEE UPDATES

Fiscal Advisory

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

Governance and Quality Committee

Ms. Vares provided an update, sharing that the committee reviewed the client safety plan. Ms. Vares shared that the committee reviewed the Board Action Plan, noting that the Board attendance sheet will be included in each Board meeting package. Ms. Marquis reviewed the Q2 Quarterly Quality Report with the committee. Ms. Vares shared that the committee is planning to review the Board and Governance policies in the next couple of months. Ms. Ingebrigtsen shared that the Accreditation Canada Governance Functioning Tool is now open and available for Board members to complete the survey until December 1, 2023. Ms. Ingebrigtsen shared that Ms. Hanstead will share a link with Board members to participate in the Governance Functioning Tool.

CEO and LEAD AGENCY REPORT

Ms. Ingebrigtsen highlighted the new format of the CEO Board report, thanking Ms. Gaudet for her work in refreshing the report. Ms. Ingebrigtsen thanked Ms. Parks for her presentation and Ms. Marquis for sharing the FIREFLY moment.

Ms. Ingebrigtsen shared that efforts continue to advocate for full funding to support autism services for northern children and families. Ms. Ingebrigtsen shared that she is working with Minister Rickford's Toronto Caucus Liaison and Stakeholder/Partner Relations Advisor and Chief of Staff to secure a meeting of northern Children's Treatment Centre leaders with the Northern Caucus. A question and answer period followed.

MOTION #3 Moved by Alisha Dasti-Hill
 Seconded by Debbie Larson
 That the October 2023 CEO and Lead Agency Reports be accepted as presented.
 CARRIED

FINANCE

Review Financial Statements

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

MOTION #4 Moved by Alisha Dasti-Hill
 Seconded by Carlyne Bell
 That the draft financial statements for the month ending September 30, 2023 be accepted as presented.
 CARRIED

OPERATIONS AND CLIENT SERVICE REPORT

Ms. Gaudet reviewed the polar graphs with the Board, noting that the polar graphs appear different this month due to the implementation of the new operational report action items. Ms. Gaudet outlined the progress made in each pillar of the first month. Ms. Gaudet noted FIREFLY strategic highlights, FIREFLY Highlights and On The Horizon with the Board. Ms. Gaudet provided a detailed review of the new FIREFLY operational report with the Board. A question and answer period followed. Ms. Klassen inquired if the operational report is accessible to Board members. Ms. Gaudet shared that the report is available to view in “Everything Strategic at FIREFLY” in SharePoint.

MOTION # 5 Moved by Debbie Larson
 Seconded by Crystal Page
 That the September 2023 Service Report be accepted as presented.
 CARRIED

QUALITY OF CARE

Quarterly Quality Report

Ms. Marquis reviewed the Q2 Quarterly Quality Report to the Board. A question and answer period followed.

MOTION # 6 Moved by Carlyne Bell
 Seconded by Sarah-lynn Klassen
 That the Board approves the Q2 Quarterly Quality Report as presented.
 CARRIED

CORRESPONDENCE/READING

None

NEW BUSINESS

Board Value Proposition

Ms. Vares shared that the Board Value Proposition (BVP) and Diversity, Equity and Inclusion (DEI) training are two action items of the new Board Action Plan. Ms. Gaudet provided an update on progress related to Board member DEI training. Ms. Gaudet provided background for the Board in preparation for the BVP workshop that will take place at the next Board meeting. Ms. Gaudet shared her screen to present the four-step approach to uncover, define and implement a strong BVP. Ms. Gaudet will share the presentation with the Board, noting that there is a survey included in the presentation that will

assist with the workshop on November 28th. Ms. Gaudet respectfully requested that the Board complete the survey by November 19th.

IN CAMERA

Motion #7 Moved by Alisha Dasti-Hill
 Seconded by Crystal Page
 That the Board moves to in-camera at 7:55 p.m.
 CARRIED

EVALUATION

Ms. Klassen provided an evaluation of the meeting. She noted that the meeting started on time. Ms. Klassen highlighted that Ms. Vares did a great job of keeping the meeting moving forward. Ms. Klassen shared that Ms. Hanstead did a good job preparing the meeting package and providing access to the documents. Ms. Klassen indicated that Board members came prepared to the meetings. Ms. Klassen reported that the presentations were excellent, highlighting the helpful and informative visuals. Ms. Klassen appreciated having access to the documents before the meeting. Ms. Klassen shared that the CEO report was excellent. Ms. Klassen felt welcome to participate and was engaged. Ms. Klassen shared that overall, the meeting was very good.

NEXT MEETING

Tuesday, November 28, 2023 at 7:00 p.m. Microsoft Teams

ADJOURNMENT

Having no further business, the Chairperson accepted a motion to adjourn at 8:04 p.m.



Tammy Hanstead
Recorder

November 28, 2023

Date



Kim Vares
Chairperson

November 28, 2023

Date