



# FIREFLY

## BOARD OF DIRECTORS MINUTES

March 26, 2024 – 7:00 p.m.

*Microsoft Teams*

PRESENT:	Kim Vares Sarah-lynn Klassen Jared Ralko	Alisha Dasti-Hill Crystal Page	Debbie Larson Chris Bonner-Vickers
REGRETS:	Carlynn Bell	Darcia Curtis	Bruce Meisner
STAFF:	Karen Ingebrigtson Jenn Marquis Karly Lockhart	Kirby Parks Jackie Hummelbrunner Tammy Hanstead	Michelle Gaudet Karim Suleman

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

Ms. Vares welcomed guests Karim Suleman and Karly Lockhart, as well as new FIREFLY Board of Director Jared Ralko to the meeting. Introductions were made by all in attendance at the meeting.

Ms. Sarah-lynn Klassen 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.

### FIREFLY MOMENT

Ms. Hanstead provided the FIREFLY moment, highlighting the Therapeutic Paws of Canada (TPOC) Kenora Team and the monthly PAWS Room visits that are held at the FIREFLY office in Kenora. Ms. Hanstead shared that the Kenora TPOC team was formed on August 26, 2023, noting that there have been three therapy dog and cat evaluations, certifying 15 dogs and 2 cats since August. Ms. Hanstead was evaluated in August to become an evaluator and co-team lead for the Kenora team. Ms. Hanstead shared that TPOC is a registered charity offering free therapy pet visitations for children, youth, families and seniors. The mission of TPOC is “Enhancing quality of life and health through the animal/human bond.” Ms. Hanstead shared that the Kenora TPOC team currently visits 16 organizations, including long term care homes, police detachments, schools, group homes and FIREFLY. Therapy pets visit the Cameron Bay Children’s Centre once per month for a PAWS Room with staff and will visit the EarlyON program in early April. Ms. Marquis and her golden retriever, Pitou are members of the Kenora TPOC team, spreading joy and comfort to residents of long term care, police detachments, youth, community members and FIREFLY staff. A question and answer period followed.

### PRESENTATION

Mr. Karim Suleman, Clinical Manager and Ms. Karly Lockhart, Pediatric Kinesiologist presented “Pediatric Kinesiology” to the Board. Mr. Suleman shared that FIREFLY created the Kinesiology program to service clients on the Physiotherapy waitlist. Ms. Lockhart shared that she graduated from the University of Winnipeg with a Bachelors of Kinesiology with honours in 2021. Ms. Lockhart started with FIREFLY as a Rehabilitation Assistant subsequently completing requirements to become a registered Kinesiologist and supporting the implementation of the Kinesiology program at FIREFLY. Ms. Lockhart shared that clients are initially referred through the Physiotherapy program, with Kinesiology clients identified during

triage. Ms. Lockhart shared that Kinesiology clients have challenges with balance, strength, coordination, gait, in toeing/out toeing and knock knees. Ms. Lockhart highlighted that assessments are typically play based/informal assessment or observations, looking for discrepancies in movement. Results are analyzed and an intervention process is developed. Ms. Lockhart noted that families are satisfied with the services received noting improvements with their children's development. Ms. Lockhart highlighted that waitlists have significantly decreased with the team of two Physiotherapists and a Kinesiologist in the Kenora and Dryden region. Ms. Lockhart shared that the upcoming summer programming will focus on functional physical movement including bike riding. The FIREFLY Kinesiology Program will be working with Kenora Chiefs Advisory to offer support to surrounding communities, as well as EarlyON programming to support infant development and offer parents support regarding their child's development. A question and answer period followed.

#### REVIEW OF AGENDA

MOTION #1      Moved by Chris Bonner-Vickers  
                      Seconded by Alisha Dasti-Hill  
                      That the agenda of March 26, 2024 be approved as presented.  
                      CARRIED

#### DECLARATION OF CONFLICT OF INTEREST

None

#### APPROVAL OF CONSENT AGENDA

Consent agenda items:

- 2023/2024 Board meeting attendance
- February 27, 2024 FIREFLY Board Development Committee Meeting Minutes
- February 27, 2024 FIREFLY Fiscal Advisory Committee Meeting Minutes
- February 27, 2024 FIREFLY Board of Directors Meeting Minutes

MOTION #2      Moved by Crystal Page  
                      Seconded by Debbie Larson  
                      That the consent agenda of March 26, 2024 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 and investment statements with the committee. Ms. Dasti-Hill noted that the Fiscal Advisory Committee recommends to the Board that the frequency of the Fiscal Advisory Committee meetings change from monthly to quarterly. Ms. Dasti-Hill shared that the review of the financial statements and investment statements is repeated twice each month in detail. Special Fiscal Advisory Committee meetings will be called when an additional meeting is required. A discussion followed.

MOTION #3      Moved by Alisha Dasti-Hill  
                      Seconded by Sarah-lynn Klassen

That the Fiscal Advisory Committee meeting frequency change to meeting quarterly be approved.

CARRIED

### **Governance and Quality Committee**

Mr. Bonner-Vickers provided an update to the Board, noting that the committee reviewed the individual Board member evaluations:

- FIREFLY Board of Directors Annual Evaluation 2024
- FIREFLY Board Chair Evaluation 2024
- FIREFLY Board Individual Director Self-Evaluation 2024

Ms. Vares shared that the three evaluations will be shared with FIREFLY Board of Directors in April, the results will be reviewed at the Governance and Quality Committee meeting in May, and the results brought to the Board meeting.

### CEO and LEAD AGENCY REPORT

Ms. Ingebrigtsen shared that FIREFLY was notified that they will not be receiving additional Complex Special Needs (CSN) funding for FIREFLY intensive support services funding. Ms. Ingebrigtsen noted that FIREFLY was advised the new provincial CSN program may provide an opportunity to access funding for agency delivered intensive support services. FIREFLY and Kenora Rainy River Districts Child and Family Services (KRR) met with adult development services leaders from across the districts to discuss CSN across the life span as many of these young people transition to adult developmental services. Consideration of alternative ways to effectively serve these families continues along with advocacy and collaborative efforts with our partners.

Ms. Ingebrigtsen highlighted that FIREFLY secured funding to cover projected deficits in Ministry of Children, Community and Social Services (MCCSS) funded youth justice programs. The funds will cover the projected deficits in Youth Court Worker, Section 34 court reports and Youth Justice Committee programs.

Ms. Ingebrigtsen shared that FIREFLY received from the Ministry of Health children's community mental health programs, one-time funding for Kenora and Rainy River Districts education, and funds for minor capital for the Kenora District.

FIREFLY's Children's Treatment Centre Program has been advocating for funding to support a fully functioning program. A business case was submitted to the provincial corporate office, noting that funding for the program was not within this year's budget. FIREFLY was requested to submit a proposal for equipment funding in support of the CTC funding. A proposal requesting \$125,072.85 was submitted. FIREFLY was recently advised that equipment funding of \$28,610 was allocated for this year.

Ms. Ingebrigtsen highlighted Staff Appreciation Day, by sharing the message from the Strategy and Performance Team to staff. Ms. Ingebrigtsen shared that she is inspired by the amazing and ever-growing talent and passion of FIREFLY Staff, noting that their quality care for children, youth and families reaches beyond.

Ms. Ingebrigtsen provided an update to the Board regarding the FIREFLY proposed Eating Disorders Program letter of concern that was forwarded to the Honourable Michael Tibollo, Associate Minister of Mental Health and Addictions, noting that the letter was included in the Board meeting package. The Minister's staff are actively engaged in reviewing FIREFLY's concerns.

Ms. Ingebrigtsen shared that research continues regarding the maintenance of the FIREFLY Foundation entity while in a dormant state. Ms. Ingebrigtsen indicated that the Foundation will require a small Board for annual filing listing officer of the corporation.

Ms. Ingebrigtsen provided a Lead Agency update, sharing that the Lead Agency Consortium (LAC) continues to work with the Ministry of Health on the Ontario Intensive Treatment program planning. Locally, as Lead Agency, FIREFLY is working with fellow core service provider agency, KRR in program development and attending to the system planning issues in and across the districts.

Ms. Ingebrigtsen highlighted the FIREFLY Board of Directors development session with Tatum Wilson, CEO of Children's Mental Health Ontario (CMHO) at the Board Retreat in April. Ms. Ingebrigtsen noted that a hybrid meeting with Northwest service partners to meet with Tatum Wilson is being planned for Friday, April 26<sup>th</sup>. Mr. Wilson will share a brief overview of CMHO and engage with Northwest service partners to learn more about the child and youth mental health service needs, strengths and challenges experienced in our region.

Ms. Ingebrigtsen shared that the grand opening of the newly renovated space at the Cameron Bay Children's Centre is planned for 3:00 p.m. on Friday, April 26<sup>th</sup>. FIREFLY Board of Directors meeting will be held following the grand opening of the new space. Tatum Wilson will provide a presentation to the Board at the Retreat on Saturday, April 27<sup>th</sup>, followed by a finance presentation with Ms. Parks, a spring feast in the Roundhouse led by George Land and Cultural Sensitivity Activities with Leon Frost.

MOTION #4      Moved by Crystal Page  
                      Seconded by Debbie Larson  
                      That the March 2024 CEO and Lead Agency Reports be accepted as presented.  
                      CARRIED

#### FINANCE

##### **Review Financial Statements**

Ms. Vares shared that Ms. Parks reviewed the financial statements with the Fiscal Advisory Committee earlier this evening.

Ms. Parks reviewed the draft financial statements for the month ending February 29, 2024 with the Board. Ms. Parks reviewed the investment statements with the Board, noting that one GIC expired and a new GIC was invested for 269 days with an interest rate of 5.27%. A question and answer period followed.

MOTION #5      Moved by Chris Bonner-Vickers  
                      Seconded by Alisha Dasti-Hill  
                      That the draft financial statements for the month ending February 29, 2024 be accepted as presented.  
                      CARRIED

#### OPERATIONS AND CLIENT SERVICE REPORT

Ms. Gaudet reviewed the polar graphs with the Board, highlighting progress from all four pillars. Ms. Gaudet reviewed strategic highlights and FIREFLY highlights with the Board. A question and answer period followed.

MOTION #6 Moved by Sarah-lynn Klassen  
Seconded by Debbie Larson  
That the February 2024 Service Report be accepted as presented.  
CARRIED

#### QUALITY OF CARE

##### **Governance and Quality (Overview of the New Accreditation Standards)**

Ms. Ingebrigtsen presented Qmentum Global Program, Priority Process: Governance New Standards to the Board. Ms. Ingebrigtsen shared that the new program launched this year with updated standards, required organizational procedures (ROPs), customized assessment manuals, new tools for self-assessment, attestations and quality improvement (QI) action planning. Ms. Ingebrigtsen shared that there are 72 Governance standards, noting that a process will be planned to review all standards starting in the fall to be prepared for the survey that will take place in 2026.

- Defining a clear direction
- Building and maintaining effective governing body
- Overseeing organizational activities and outcomes
- Being accountable and reflective
- Addressing systemic racism
- Addressing Indigenous-specific systemic racism

A discussion followed.

#### CORRESPONDENCE/READING

- Letter from Deputy Premier and Minister of Health, Sylvia Jones
- Letter to Honourable Minister Michael Tibollo

#### NEW BUSINESS

##### **FIREFLY Board Experience Matrix**

Ms. Vares shared that the Board Development Committee has updated the FIREFLY Board experience matrix.

##### **Naming of the New Cameron Bay FIREFLY Space**

Ms. Hummelbrunner shared that FIREFLY is holding a naming contest to select the theme that will be used to name all of the treatment spaces in the Kenora office. Naming the spaces will create a more friendly and welcoming environment for children and youth. Ms. Hummelbrunner shared that the naming contest will involve community and staff. A committee will make the final decision, and the person who put forward the chosen theme will be given a prize. Ms. Hummelbrunner inquired if there were any Board members interested in joining the naming committee, and to reach out to her if interested.

#### IN CAMERA

Motion #7 Moved by Crystal Page  
Seconded by Alisha Dasti-Hill  
That the Board moves to in-camera at 8:32 p.m.  
CARRIED

Motion #12 Moved by Crystal Page  
Seconded by Debbie Larson  
That the Board of Directors for FIREFLY accept the letter received from the Chief Executive Officer on March 26, 2024.  
CARRIED

EVALUATION

Ms. Klassen provided the evaluation of the meeting, sharing that:

- Full and robust meeting
- Great to welcome a new board member
- Everyone was encouraged to participate so their voice could be heard
- Presentations and reports were very well done
- Materials were circulated in time for Board members to be prepared
- Reports and discussions provided an 'up-to-date' pulse with the organization and queuing the Board on what is happening with the organization (April Grand Opening) and Qmentum
- Meeting was challenging; members were engaged
- Very good meeting

NEXT MEETING

Friday, April 26, 2024 at 7:00 p.m. Kenora

Ms. Larson will evaluate the meeting and present the Land Acknowledgement.

Board Members were encouraged to reach out to Jackie Hummelbrunner with respect to involvement on the judging panel for the naming of areas/offices within the newly renovated space.

ADJOURNMENT

Having no further business, the Chairperson accepted a motion to adjourn at 9:28 p.m.



\_\_\_\_\_  
Tammy Hanstead  
Recorder

\_\_\_\_\_  
April 26, 2024

Date



\_\_\_\_\_  
Kim Vares  
Chairperson

\_\_\_\_\_  
April 26, 2024

Date