



## Board of Directors Meeting Minutes

**Time Meeting Called to Order:** 6:00 p.m.

**Time Meeting Adjourned:** 6:55 p.m.

### Regular Meeting Date and Time

Tuesday, January 27, 2026  
6:00 p.m.

### Location

MS Teams

### Chairperson

Sarah-lynn Klassen

### Admin Support

Tammy Hanstead

### Present:

- ✓ Curtis, Darcia, Chief Executive Officer
- ✓ Fletcher, Morgan, FIREFLY Board of Director
- ✓ Johnson, Jennifer, FIREFLY Treasurer
- ✓ Klassen, Sarah-lynn, FIREFLY Board Chair
- ✓ Marquis, Jennifer, Director of Systems and Performance Management
- ✓ Parks, Kirby, Director of Finance
- ✓ Page, Crystal, FIREFLY Board of Director
- ✓ Ralko, Jared, FIREFLY Vice-Chair
- ✓ Suleman, Karim, FIREFLY Board of Director
- ✓ Trembath, Kendall, FIREFLY Board of Director

### Regrets/Absent:

- ✓ Larson, Debbie, FIREFLY Secretary

Agenda Items	Discussion	Action
<b>Call to Order and welcome</b>	Chairperson called the meeting to order at 6:00 p.m. and welcomed all attendees to the meeting.	Called to Order
<b>Land Acknowledgement</b>	The Board acknowledged the traditional lands of First Nations, Inuit, and Métis peoples across Ontario.	
<b>FIREFLY Moment and Presentation</b>	A presentation was delivered by Darcia Curtis highlighting FIREFLY Wrapped, which showcased key highlights and achievements for FIREFLY in 2025. The presentation was developed using ideas submitted by FIREFLY staff to the Communications Department and is available for viewing on SharePoint. Darcia Curtis reviewed the presentation with the Board .	For information

Agenda Items	Discussion	Action
<b>Review of Agenda</b>	<b>Moved</b> by Karim Suleman and <b>seconded</b> by Jared Ralko that the agenda of January 27, 2026 be approved as presented.	Motion #1 Carried
<b>Declaration of Conflict of Interest</b>	No conflicts of interest were declared.	None declared
<b>Approval of Consent Agenda</b>	<p><b>Moved</b> by Kendall Trembath and <b>seconded</b> by Jennifer Johnson that the consent agenda of January 27, 2026 be approved.</p> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>• Board Development Committee meeting minutes - November 25, 2025</li> <li>• FIREFLY Board of Director meeting minutes - November 25, 2025</li> </ul> <p><b>Other:</b></p> <ul style="list-style-type: none"> <li>• Operations and Client Services Report - November/December 2025</li> <li>• Quarterly Quality Report</li> <li>• CEO and Lead Agency Report</li> <li>• Finance Report</li> </ul>	Motion #2 Carried
<b>Discussion Items</b>	<p><b>Board Retreat</b></p> <p>Further to the Board Development discussion at the previous meeting, the Board Chair reviewed the Board Retreat concept and outlined alternative opportunities for Board engagement in 2026. It was confirmed that the Board Retreat originally planned for April 25 will not proceed. Instead, Board members will participate in the ongoing Strategic Planning process and attend the CMHO Conference in Toronto as a professional development opportunity. The Board Chair invited interested Board members to join the Strategic Planning Advisory Group, which will include a small number of virtual meetings and an in-person session in May. Interested Board members were asked to indicate their interest by contacting the Board Chair within the next two days.</p> <p><b>Annual General Meeting</b></p> <p>The Board discussed the Annual General Meeting (AGM) currently scheduled for June 17, 2026. It was agreed that the AGM date will be changed; however, the meeting will continue to be held in Kenora. Further details regarding the revised date will be brought forward once confirmed.</p>	For information

Agenda Items	Discussion	Action
<p><b>Committee Updates</b></p>	<p><b>Fiscal Advisory Committee</b>  The Treasurer provided a committee update, noting that the organization remains on track with the current year’s budget and that planning for the upcoming fiscal year is underway. An overview of the organization’s investments was also reviewed as part of the update.</p> <p><b>Governance and Quality Committee</b>  The Governance and Quality Committee Chair provided an update to the Board. The Committee reviewed the Quarterly Quality Report and noted that Information Technology is in the process of updating the quality dashboard. The Risk Management Matrix was also reviewed and presented in a new format that is cleaner and easier to follow. In addition, the Committee reviewed insurance coverage and senior leadership succession planning, with no risks or concerns identified at this time.</p>	<p>For information</p>
<p><b>CEO Session</b></p>	<p><b>Strategic Planning</b>  The CEO provided an update on the Strategic Planning process and advised the Board that an Advisory Group is being formed to support this work. The Advisory Group will include two Board members. Board members who are interested in participating were invited to contact the Board Chair to express their interest.</p> <p><b>Accreditation</b>  The CEO provided an update to the Board regarding the Accreditation process. It was noted that this item will be brought forward at the next Board meeting for further discussion and an updated report.</p>	<p>For information</p>
<p><b>Quality of Care</b></p>	<p><b>Intake Data</b>  The Director of Systems and Performance Management presented Intake Data to the Board. A question-and-answer period followed the presentation.</p>	<p>For information</p>
<p><b>Correspondence</b></p>	<p>None</p>	
<p><b>New Business</b></p>	<p>None</p>	
<p><b>Move to In-Camera Meeting</b></p>	<p><b>Moved</b> by Jennifer Johnson and <b>seconded</b> by Crystal Page that the Board moves to In-Camera at 6:44 p.m.</p>	<p>Motion # 3  Carried</p>

Agenda Items	Discussion	Action
<p><b>Evaluation of Meeting</b></p>	<p>An evaluation of the meeting was provided by Jennifer Johnson. Positive feedback was shared regarding the efficiency of the meeting and the strong administrative support provided, including well-prepared meeting materials, and effective assistance during technical challenges. Appreciation was also expressed for the CEO's closing remarks, highlighting the significant volume and impact of work taking place across the organization. Overall, the meeting was described as well organized, engaging, and reflective of the strong work underway.</p>	<p>For information</p>
<p><b>Next Meeting</b></p>	<p><b>Date and Time:</b> Tuesday, February 24, 2026 at 6:00 p.m. <b>Location:</b> MS Teams <b>Land Acknowledgement and Evaluation of Meeting:</b> Crystal Page</p>	<p>For information</p>
<p><b>Adjournment</b></p>	<p>Having no further business, the Chairperson accepted a motion to adjourn the regular meeting at 6:55 p.m.</p>	<p>Adjourned</p>



Sarah-Lynn Klassen, Chair



Darcia Curtis, Chief Executive Officer