



DRAFT Minutes

Board of Directors Meeting

**Date/Time: October 27, 2021, 1:30-2:30 via Microsoft Teams and
2:30-3:30 Development of Board Assessment Tool with Queen’s University via Zoom link.**

**Attendees: Scott Semple Chair, Jennifer Foster, Emily Leslie, Brian Devlin, Pytor Hodgson, Marie-Line Jobin,
Dr. Kim Morrison Betty Jo Dean, Carol Ravnaas**

Regrets: Dr. David Messenger

Guests: Sean Preston, Program Manager, Central Intake & Napanee Office/Rural Services

Item	Topic	ACTION/MRP
1.	<p>Orientation to AMHS Education Session: Central Intake & Napanee Office/Rural Services</p> <p>Sean Preston provided an educational session on the Napanee Office, Rural Services, and Central Intake for AMHS. He provided information on services provided, areas served, challenges faced by rural communities as well as community partnerships. S. Preston also spoke of the Central Intake Team responsible for receiving all internal and external assessments.</p>	
2.	<p>Welcome</p> <p>Declaration of Conflict of Interest</p> <p>S. Semple welcomed Board members to the meeting.</p> <p>No conflicts of interest were declared.</p> <p>Discussion ensued regarding what constituted a conflict of interest for Board Members. The Code of Conduct policy will be brought to the next meeting for discussion. The need for a Conflict of Interest Policy will also be discussed.</p>	C. Ravnaas and B. Dean will bring the Code of Conduct Policy to the next meeting for discussion and will develop a Conflict of Interest Policy for Board consideration.
3.	<p>Consent Agenda Items</p> <p>a) Minutes of September 22, 2021 b) 2021/22 Q2 Joint Executive Work Plan Report c) BN AGM Debrief</p> <p>Moved by Dr. Morrison, seconded by B. Devlin MOTION: That the Consent Agenda Items of October 27, 2021, be approved Carried</p>	
4.	<p>New Board Member – Brenda Fuss (CFAC)</p> <p>S. Semple provided a short bio of Brenda Fuss who will be joining the Board as a new member representing the CFAC as per By-law article 5.08, Director by</p>	Each Board Member to introduce

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	<p>Virtue of Office. An orientation will be provided to B. Fuss by the JEL. Scott and Jennifer offered to support in a mentor role.</p> <p>Moved by P. Hodgson, seconded by M. Jobin MOTION: That Brenda Fuss be appointed as a member of the AMHS Board of Directors Carried</p>	<p>themselves to B. Fuss at the next meeting.</p> <p>B. Dean will follow-up on Board Members and Bios on the Board Portal.</p>
5.	<p>Joint Executive Leadership Report</p> <p>The Joint Executive Leadership Report was provided for information. C. Ravnaas and B. Dean provided an overview of their report including funding requests, Community Partnerships and Development, and the Culture Values and Engagement Project. The current financial and service status and risk items were provided as well.</p> <p>a) AMHS-KFLA Vaccination Status and Policy Report</p> <p>The AMHS-KFLA Vaccination Status and Policy Report was provided with the board package.</p>	
6.	<p>Board to Board Engagement</p> <p>S. Semple reported that he had reached out to other Board Chairs to develop a relationship with them. The goal is to share information and experiences regarding each other's agency. The hope is to have Board Chairs from other agencies attend an AMHS Board Meeting to talk about their agency.</p>	
7.	<p>Other/New Business</p> <p>a) AGM Minutes</p> <p>The September 22, 2021, AGM minutes were provided for information only. They will be approved by members at the 2022 AGM.</p>	
8.	<p>Adjournment</p> <p>MOTION for adjournment</p> <p>On a motion by Dr. Morrison, seconded by J. Foster the meeting was adjourned at 2:35.</p> <p>CARRIED</p>	
9.	<p>Date of Next Meetings November 24, 2021 December 22, 2021</p>	

Board Portal: <https://board.amhs-kfla.ca/wp-login.php>

Chair: Scott Semple

Vice-Chair: Jennifer Foster

Secretary: Emily Leslie

Treasurer: Dr. David Messenger