



**Minutes**

**Board of Directors Meeting**

**Date/Time:** January 26, 2022, 1:30-3:30 via Microsoft Teams

**Attendees:** Jennifer Foster, Acting Chair, Emily Leslie, Dr. David Messenger, Dr. Kim Morrison, Brian Devlin, Marie-Line Jobin, Betty Jo Dean, Carol Ravnaas

**Regrets:** Scott Semple, Chair, Pytor Hodgson

**Guests:** Terri McDade, President, Catherine Isaacs (Vice-President), KCHC Board of Directors, Mike Bell, CEO, KCHC, Meghan O’Leary, Clinical Services Director, KCHC, Jeremiah Bach, AMHS Advanced Practice Lead

Item	Topic	MRP/MRP
1.	<p><b>KCHC Board to Board Presentation</b></p> <p>Members of Kingston Community Health Centres (KCHC) Board of Directors, Terri McDade and Catherine Isaacs along with Mike Bell and Meghan O’Leary attended the AMHS Board meeting. M. Bell and M. O’Leary shared a high-level overview of KCHC including programs and services, funding sources, budgets and portfolios, pressures, and challenges. M. Bell highlighted current collaborations between KCHC and AMHS-KFLA. There may be some opportunities between the two Boards that could lead to further discussions on collaborations.</p> <p>Dr. Morrison suggested tracking things that KCHC and AMHS do together sharing HR and expertise and being an example of Together is Better.</p> <p>KCHC will be undergoing a strategic planning exercise and it could be an exercise for both Boards to think about engaging in this together and communicating what the vision looks like at both organizations.</p>	
2.	<p><b>Welcome &amp; Call to Order</b></p> <p><b>Declaration of Conflict of Interest</b></p> <p>J. Foster welcomed members to the meeting. No conflicts of interest were declared.</p>	
3.	<p><b>Client and Family Advisory Committee Report</b></p> <p>Presenting the Client and Family Advisory Committee Report, Jeremiah Bach informed Board members of CFAC statistics, engagements, current opportunities, and future opportunities for the CFAC. The CFAC has developed a brochure that includes its mission, values, and recruitment opportunities. CFAC will be involved in providing feedback on the possibility of a community health bus as well as the provincial initiative Breaking Free app. Members of CFAC will be learning about the Indigenous community, diversity, and inclusion at AMHS.</p> <p>Ways AMHS Board can support CFAC:</p> <ul style="list-style-type: none"> <li>- Having a CFAC member on the AMHS Board to keep them informed of the agency at the Board level;</li> <li>- Providing topics appropriate for CFAC for their consultation to the Board.</li> </ul>	

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	M. Jobin can provide J. Bach with her student's contact information who wrote the Manual for the Break Free app.	M. Jobin to connect with J. Bach with her student who developed the Break Free app Manual
4.	<p><b>Consent Agenda Items</b></p> <p>a) <b>Approval of the Agenda</b>  b) <b>Minutes of December 22, 2021</b>  c) <b>Board Work Plan 2022/23</b></p> <p><b>Moved by Dr. Messenger, seconded by B. Devlin</b>  <b>MOTION: That the Consent Agenda Items of January 26, 2022, be approved</b>  <b>Carried</b></p>	
5.	<p><b>Joint Executive Directors' Report</b>  C. Ravnaas and B. Dean provided an overview of their pre-circulated Joint Executive Directors' Report. The current focus has been on COVID-19 and obtaining sufficient PPE. The information included planning and activity updates, community partnerships and development, an update on the Culture, Values, and Engagement Project, AMHS current financial status, service status, and risks were provided.</p> <p>The JEL will be looking at, with Board approval, convening a small group to address Board Composition, Terms of Membership, and the cross membership with other Boards. A Briefing Note will be provided at the February Board meeting in follow up to this discussion held at the December Board Meeting including the Not-for-Profit Corporations Act update.</p>	
6.	<p><b>Board to Board – Providence Care Board Meeting in March</b></p> <p>AMHS Board has received an invitation to attend the Providence Care Board of Directors meeting on March 22 at 4:30. Please provide C. Ravnaas and B. Dean with any improvements or feedback regarding the presentation used at the KCHC Board of Directors meeting. B. Devlin noted that including detail on shared work of both organizations would be beneficial to the presentation. The meeting request will be forwarded to the Board.</p>	All – Provide any improvements or feedback regarding the AMHS presentation to other Boards to C. Ravnaas or B. Dean before March 22.
7.	<p><b>Move in Camera</b>  <b>Moved by Dr. Morrison, seconded by Dr. Messenger</b>  <b>MOTION: That the AMHS move in camera.</b>  <b>Carried</b></p> <p>a) <b>Confidential Briefing Note</b></p>	

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	<b>b) Additional Confidential Information Added</b> <b>Moved by Dr. Morrison, seconded by B. Devlin</b> <b>MOTION: That the AMHS Board move out of camera.</b> <b>Carried</b>	
8.	<b>Other/New Business</b>  a) b)	
9.	<b>Round Table</b>	
10.	<b>Adjournment</b>  <b>On a motion by Dr. Morrison, seconded by B. Devlin the meeting was adjourned</b>	
11.	<b>Date of Next Meeting</b> - February 23, 2022  Education session: Assertive Community Treatment Team 2021/22 Q3 Review of Joint Executive Work Plan and QIP report Summary Report on Risk Events Board Composition, Terms of Membership, Cross-appointment	

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

Chair: Scott Semple

Vice-Chair: Jennifer Foster

Secretary: Emily Leslie

Treasurer: Dr. David Messenger