



MINUTES

Board of Directors Meeting

Date/Time: October 25, 2023, 4:00 pm – 6:30 pm
Location: Hybrid, 552 Princess Street, Board Room/Teams
Attendees: Jennifer Foster (Chair), Emily Leslie, Pytor Hodgson (arrived at 4:14 p.m.), Marie-Line Jobin, Dr. Kim Morrison (online), Linda Hall, Jonas Bonham, Betty Jo Dean, Carol Ravnaas, Jill Dupuis (Secretary)
Regrets: Dr. David Messenger, Brian Devlin
Guests:

Item	Topic	Action
1.	Welcome and Call to Order at 4:05 p.m. Declaration of Conflict of Interest No conflict of interest was declared.	
2.	Consent Agenda Items a) Approval of the Agenda b) Approval of the Minutes of September 27, 2023 Moved by E. Leslie, seconded by M. Jobin. MOTION: That the Consent Agenda Items, be approved. Carried	
3.	Standing Item: Report of the Governance Working Committee An updated Governance Committee workplan was provided in the board package. J. Foster confirmed that the work is on track.	
4.	Client & Family Advisory Committee Report L. Hall presented the Client & Family Advisory Committee Report. There are currently four members on the committee, with one new application received recently. The Board thanked L. Hall and the committee members for volunteering their time.	
5.	Report on Risk Events C. Ravnaas and B. Dean presented the Risk Report, reviewing how risk was recorded and followed up by the managers and JEL. The Board requested a more fulsome risk management plan be presented, to understand how incidents are resolved. Moved by M. Jobin, seconded by E. Leslie MOTION: That the report on Risk Events be approved as presented. Carried	

Item	Topic	Action
6.	<p>Motion to Move In-Camera</p> <p>Moved by M. Jobin, seconded by E. Leslie MOTION: The AMHS Board of Directors move to In-Camera Carried</p> <p>Moved by M. Line, seconded by L. Hall MOTION: The AMHS Board of Directors move out of In-Camera. Carried</p>	
7.	<p>Joint Executive Leadership Report for October 2023, including:</p> <ul style="list-style-type: none"> a) Updated Agency Demographic Information Review, and b) BN AGM survey results <p>The Updated Agency Demographic Information Review and the BN AGM Survey Results were deferred to the November meeting.</p> <p>B. Dean and C. Ravnaas presented the JEL report that shared an update on the Agency status and a summary of activities of the Agency over the past month.</p> <p>Moved by P. Hodgson, seconded by L. Hall. MOTION: That the JEL report for the month of October be accepted as presented. Carried</p>	
8.	<p>Review of Board Policies:</p> <ul style="list-style-type: none"> a) Role of Board Chair b) Orientation for Board Members c) Roles and Responsibility of the Board d) Joint Executive Leadership Relationships <p>This item has been deferred to the November meeting.</p>	
9.	<p>Mission Moment</p>	
10.	<p>Other/New Business/Round Table</p> <ul style="list-style-type: none"> a) Updating the look of the exterior of 552 Princess Street. Pytor shared a suggestion to brighten up the exterior of the building, to create more visibility and accessibility for clients. It is anticipated that visibility and branding will come up as a 	

Item	Topic	Action
	part of the overall strategic plan in the context of the Agency overall.	
11.	<p>Correspondence and Items for Information</p> <p>The following information items were added to the Board Portal, in the October meeting correspondence folder:</p> <ol style="list-style-type: none"> 1. FLA OHT News Update October 2023 2. FLA OHT acceleration to maturity – Congratulations everyone! 3. OH Memo - Approach to 2023/24 and 2024/25 Service Accountability Agreements – English 4. OH Memo - Approach to 2023/24 and 2024/25 Service Accountability Agreements - French 	
12.	<p>Adjournment</p> <p>Moved by E. Leslie, seconded by P. Hodgson</p> <p>MOTION for adjournment.</p> <p>Carried</p> <p>The meeting was adjourned at 6:07 pm</p>	
13.	<p>Date of Strategic Planning Meeting</p> <p>November 2, 2023, 4:00 pm – 6:00 pm</p> <ul style="list-style-type: none"> • Meeting Location is 552 Princess Street, in the Board Room <p>Date of Next Meeting: November 22, 2023,</p> <p>4:00 pm – 6:00 pm</p> <ul style="list-style-type: none"> • Education Session: Community Partners • FLS Committee Report • 2023/24 Q2 Review of Joint Executive Work Plan and QIP Report • Wait list Status Report 	

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

Chair: Jennifer Foster

Vice-Chair: Pytor Hodgson

Treasurer: Emily Leslie

Secretary: Jill Dupuis