DRAFT Minutes

Board of Directors Meeting

Date/Time: **April 23, 2025, 4:00 pm – 6:00 pm**
Location: **Hybrid, 552 Princess Street, Board Room/Teams**

Attendees: **Jennifer Foster (Chair), Emily Leslie, Dr. Kim Morrison, Marie-Line Jobin, Brian Devlin, Linda Hall, Carrie Bailey, Betty Jo Dean, Carol Ravnaas, Jill Dupuis (Secretary)**

Guests: **Sean Preston, Clinical Director, Housing, Supports and Crisis, Victoria Wilson, Clinical Director, Programming and Quality, Jessica Poirier, Director, Finance and Human Resources. (Guests were present from 4:00 to 4:30 pm)**

Regrets: **Jonas Bonham, Pytor Hodgson**

Item	Topic	Action
1.	**Meet and Greet with the new Senior Leadership Team/Directors** The Senior Leadership Team joined the beginning of the meeting as guests to have an opportunity for the Board and the Senior Leadership Team to meet each other. B. Dean introduced the new members of the Senior Leadership Team, and all members shared a bit about their role and experience with the Agency. The Board presented Carol with a card and a token of appreciation for her retirement. C. Ravnaas thanked the Board for all their work over the past years and shared her appreciation for their dedication and support. S. Preston, V. Wilson and J. Dressler were welcomed by the board and left the meeting at this time.	
2.	**Welcome** **Declaration of Conflict of Interest and Confirmation of Quorum** J. Foster welcomed Board Members to the meeting. No conflicts of interest were declared, and quorum was confirmed.	

Item	Topic	Action
3.	**Consent Agenda Items** a) Approval of the Agenda b) Minutes of March 26, 2025, Board Meeting c) FLS Report April 2025 d) Joint Executive Leadership Report for April 2025 e) AMHS-KFLA Board of Directors Self-Evaluation Subcommittee Minutes of March 6, 2025 **Moved by K. Morrison, seconded by B. Devlin.** **MOTION:** That the Consent Agenda Items be approved **Carried.**	
4.	**AMHS-KFLA Signing Authority Policy Revision** B. Dean explained that with the formation of the new Senior Leadership Team, the new Directors would be given signing authority. **Moved by E. Leslie, seconded by M. Jobin** **MOTION:** That the Board Signing Authority policy be approved as amended. **Carried.**	
5.	**Review of Board Policies** a) Board Conflict of Interest b) Board Feedback and Complaints c) Code of Conduct d) Criminal Reference Check B. Dean confirmed that these are standard policies that were reviewed and updated for ONCA compliance. **Moved by B. Devlin, seconded by E. Leslie** **MOTION:** That the Board Policies be approved as presented. **Carried.**	
6.	**2024/2025 Q4 JEL Organization Work Plan and QIP Report** C. Ravnaas and B. Dean presented the 2024/2025 Joint Executive Leadership (JEL) Organizational Work Plan and Quality Improvement Plan (QIP) report. Overall, most goals were achieved or remain as applicable as ongoing priorities for the organization. The Board asked about opportunities for volunteering at AMHS and the role of Community Nursing at the ICH. **Moved by B. Devlin, seconded by E. Leslie** **MOTION:** That the 2024/2025 Organizational Work Plan and QIP Report be	

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	approved as presented. **Carried.**	
7.	**2024/2025 Executive Directors' Performance Target Report** C. Ravnaas and B. Dean reviewed the 2024/25 Executive Directors' Performance Target Report. The Board recommended postponing the accreditation process for another year, recognizing that the newly formed Senior Leadership Team and organizational structure requires time to settle and work together before undertaking accreditation. **Moved by B. Devlin, seconded by L. Hall.** **MOTION:** That the 2024/2025 Executive Directors' Performance Target Report be accepted as presented. **Carried.**	
8.	**Motion to Move In-Camera** **Moved by E. Leslie, seconded by K. Morrison.** **MOTION:** That the AMHS Board of Directors move to In-Camera **Carried.** – B. Dean and C. Ravnaas left the In-Camera meeting at 5:40 pm. – B. Dean and C. Ravnaas returned to the In-Camera meeting at 5:51 pm. **Motion to move out of In-Camera** **Moved by K. Morrison, seconded by M. Jobin** **MOTION:** That the AMHS Board of Directors move out of In-Camera **Carried.** **Motions were passed at the In-Camera Session.**	
9.	**Mission Moment** The Board expressed its sincere gratitude to C. Ravnaas for her dedicated service to the agency, acknowledging the significant progress made since the Board's establishment. Her leadership and hard work through challenging times were deeply appreciated. The Board extended its best wishes to her for a well-deserved and fulfilling retirement.	
10.	**Other/New Business/Round Table** a)	
11.	**Correspondence and Items for Information**	

Item	Topic	Action
	a) Frontenac Lennox and Addington Ontario Health Team April Newsletter b) Addictions and Mental Health Ontario Response to the Throne Speech c) City of Kingston Council Meeting Addendum 2025 – 12 April	
12.	**Adjournment** **Moved by B. Delvin, seconded by M. Jobin** **MOTION** for adjournment **Carried** The meeting adjourned at 5:53 pm.	
13.	**Date of the Next Board Meeting** **May 28, 2025, 4:00 – 6:00 pm** • *Education Session – Case Management Program Review* • Board Discussion of EDI priorities/work plan • Client and Family Advisory Committee (CFAC) Report • Waitlist Status Review	

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

Chair: Jennifer Foster
Vice-Chair: Jonas Bonham
Treasurer: Linda Hall
Secretary: Jill Dupuis