DRAFT Minutes

Board of Directors Meeting

Date/Time: May 28, 2025, 3:30 pm – 6:00 pm
Location: Hybrid, 35 Lyons Street
Invitees: Jennifer Foster (Chair), Emily Leslie (left the meeting at 5:15 pm), Brian Devlin (left the meeting at 5:00 pm), Linda Hall, Pytor Hodgson, Jonas Bonham, Carrie Bailey, Betty Jo Dean, Sean Preston (left the meeting at 5:45 pm), Victoria Wilson (left the meeting at 5:45 pm), Jessica Poirier (left the meeting at 5:45 pm), Jill Dupuis (Secretary)

Regrets: Marie-Line Jobin, Dr. Kim Morrison

Guest: Gavin Larson, Concurrent Disorder Worker, Kyle Clark, CI Housing, Nora Lobb, Quality Improvement Lead, Douglas Ede, CFAC Chair

Item	Topic	Action
1.	**Tour of 35 Lyon's Street** The Board was given a tour of 35 Lyon's Street, which was led by G. Larson and K. Clark. The board expressed appreciation for the tour and provided a token of appreciation on behalf of the Agency.	
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.	
3.	**Consent Agenda Items** a) Approval of the Agenda b) Minutes of April 23, 2025, Board Meeting c) Board of Directors Self-Evaluation Subcommittee Minutes of April 8, 2025 **Moved by B. Devlin, seconded by E. Leslie** **MOTION:** That the Consent Agenda Items be approved **Carried.**	
4.	**Client and Family Advisory Committee Report** N. Lobb and D. Ede presented the Client and Family Advisory Council Report (CFAC). Highlights included: • An overview of the role of CFAC • CFAC membership update • Building knowledge and awareness	J. Dupuis will add the CFAC meeting minutes as an information item for Board meetings moving forward.

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	• Consultations with programs such as the CI Housing redesign and Client Feedback. • Upcoming focus areas. It was noted that CFAC has participated by providing feedback on many Agency initiatives and in all instances has made a very positive contribution, bringing client connection and voice to decision making. Examples included the client OPOC survey, welcome and orientation booklets, reception areas and the Agency's complaint and feedback process. The Board is keenly interested in remaining up to date on the activities of the CFAC Meeting, noting that sharing the minutes on a regular basis would be beneficial. **Moved by C. Bailey, seconded by P. Hodgson** **MOTION:** That the CFAC Report for April 2025 be accepted as presented. **Carried.**	
5.	**Revised Board Work Plan – 2025** B. Dean reviewed the updated board work plan, noting that the Board Self-Evaluation Committee would be bringing the new Self-Evaluation tool for review, and Bhavana Varma will lead a discussion on Board Size, Composition, and EDI priorities/work plan at the June meeting. **Moved by P. Hodgson, seconded by L. Hall** **Motion:** That the Revised Board Work Plan be accepted. **Carried.**	
6.	**CEO Report for May 2025** B. Dean provided an overview of the May CEO Report that was distributed with the board package. The report included an update on Agency activities and progress toward strategic priorities. The Board inquired about the ICH Community Engagement Committee (CEC) meetings, which are progressing well. B. Dean also noted that the March 2025 Ontario Budget referenced increased funding for Mental Health and Addiction Services; however, no further details have been released. **a) Financial Status** J. Poirier reviewed the financial status report. The finance team is currently working on the audit, with results to be presented at the June meeting.	J. Dupuis will add the ICH CEC meeting minutes as an information item for Board meetings moving forward.

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	b) Waitlist Status V. Wilson and S. Preston presented a detailed report on service wait times. This continues to be an area the leadership team is working to improve; however, it was noted that OPOC results show that 88% of clients felt their wait times were reasonable. **Moved by J. Bonham, seconded by L. Hall.** **Motion:** That the CEO Report for May 2025 be approved. **Carried.**	
7.	**Motion to Move In-Camera** – V. Wilson, S. Preston, and J. Poirier left the meeting at 5:45 pm. **Moved by L. Hall, seconded by P. Hodgson.** **MOTION:** That the AMHS Board of Directors move to In-Camera **Carried.** **Motion to Move Out of In-Camera** **Moved by P. Hodgson, seconded by L. Hall** **MOTION:** That the AMHS Board of Directors move out of In-Camera **Carried.**	
8.	**Mission Moment**	
9.	**Other/New Business/Round Table** a)	
10.	**Correspondence and Items for Information** **Emily left at 5:20 and Brian left at 5:10** a) FLA OHT Partner update re PCAT b) Executive Summary FLA PCAT c) Thank you, Card, for your Donation to the South Grenville Food Bank	
11.	**Adjournment** **Moved by C. Bailey, seconded by L. Hall.** **MOTION** for adjournment **Carried.** The meeting adjourned at 5:58 pm.	
12.	**Date of the Next Board Meeting** **June 25, 2025, 4:00 – 6:00 pm**	

Item	Topic	Action

	• Audit Report
	• Discussion: Board Size, Composition, and EDI priorities/work plan
	• Board Self Evaluation Tool Review
	• MSAA Declaration of Compliance
	• ***Review of Board Policies***
	    ○ *Vision-Mission-Values*
	    ○ *Role of Board Chair*
	    ○ *Orientation for Board Members*
	    ○ *Roles and Responsibilities of the Board*	

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

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