



Draft Minutes

Board of Directors Meeting

Date/Time: April 28, 2:00 to 3:30 – Virtual via Microsoft Teams

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

Regrets: None

Guests: Jeremiah Bach, Advanced Practice Lead

Item	Topic	MRP/Action
1.	<p>Welcome S. Semple welcomed members to the meeting.</p> <p>Declaration of Conflict of Interest No conflicts of interest were declared.</p>	
2.	<p>Approval of Agenda</p> <p>Moved by Dr. Morrison, seconded by E. Leslie MOTION: That the Agenda of April 28, 2021, be approved. Carried</p>	
3.	<p>Consent Agenda Items</p> <p>a) Minutes of March 24, 2021 b) Joint Executive Director (JEL) Expense Approval process c) Joint Executive Leaders’ Organizational Plan</p> <p>Moved by E. Leslie, seconded by B. Devlin MOTION: That the Consent Agenda items of April 28th, 2021 be approved Carried</p>	
4.	<p>Orientation to AMHS Education Session: Stepped Model of Care</p> <p>J. Bach, lead the Board through his presentation regarding a Stepped Model of Care developed with a Mission informed Service Framework in alignment with Provincial Mental Health and Addictions Strategy.</p> <p>Along with partner agencies, AMHS will provide a stepped care/needs-based, seamless approach to empower the individuals served to be well and achieve their full potential.</p> <p>Much discussion was held with many questions. Further questions can be sent to D. Jones. A question and answer sheet will be developed and posted on the Board Portal.</p>	<p>Questions regarding the Stepped Model of Care can be forwarded to D. Jones. A Q & A sheet will be developed and posted on the Board Portal.</p>

Item	Topic	MRP/Action
5.	<p>Equity, Diversity, and Inclusion Review Current Practices B. Dean and C. Ravnaas updated the Board regarding AMHS’s culture, equity, diversity, and inclusion of which the foundation is AMHS’ Mission, Vision, and Values. The Joint Executive Workplan includes a planned approach to equity, diversity, and inclusion for all people. Demographic information, agency background, the current status of policies and practices were outlined. An Organizational Culture Project is underway to help develop a shared vision and roadmap to AMHS’s desired culture.</p> <p>Forming a Subcommittee A discussion was held regarding culture, equity, diversity, and inclusion at AMHS.</p> <p>B. Dean and C. Ravnaas will discuss how the Board can guide and support AMHS in moving forward with establishing processes, policy and possibly forming a subcommittee to address equity, diversity, and inclusion.</p>	<p>B. Dean and C. Ravnaas to decide how the Board can guide and support AMHS regarding equity, diversity, and inclusion.</p>
6.	<p>Board Work Plan/Meeting Plan A Board work plan/meeting plan was developed with priorities for the board, educational sessions, and a cycle of other Board items. Members of the Board can provide additional agenda items they feel should be included.</p> <p>A list of AMHS Partner Agencies was requested before the Partnership Educational Session in December.</p> <p>Discussion ensued regarding summer meetings and the possibility of extending meetings to two hours with the first half-hour used for optional attendance educational sessions. S. Semple will reach out to Board members to discuss and bring forward to the May Board meeting.</p> <p>Moved by E. Leslie, seconded by J.Foster MOTION: That the-Board Work Plan/Meeting Plan be approved Carried</p>	<p>A list of AMHS partner agencies was requested and will be posted on the Board Portal</p> <p>S. Semple to send email regarding summer meetings and length of meetings</p>
7.	<p>Joint Executive Directors’ Performance Targets JED Performance targets were provided to the Board for review. The JED will bring updated performance targets including concrete measurables to the May Board meeting.</p>	<p>JED to update Performance Targets with concrete measurables. A draft will be reviewed with M. Jobin, K. Morrison and E. Leslie.</p>

Item	Topic	MRP/Action
8.	<p>KFL&A AMHS Board Member to sit on the Joint Executive Leadership and Board Evaluation Committee</p> <p>M. Jobin and I. Kerr have volunteered to sit on the Joint Executive Leadership and Board Evaluation Committee. They will communicate with the Consultants to determine if requirements and schedules work for them and report back to the Board if someone else needs to be considered.</p> <p>Moved by Dr. Morrison, seconded by E. Leslie MOTION: That the Board supports M. Jobin and I. Kerr meeting with the Consultants from the Evaluation Committee to determine if requirements and schedules work. Carried</p>	
9.	<p>Publishing Board Meeting Minutes Follow-up</p> <p>In support of transparency, the Board agrees that appropriate minutes be posted to the AMHS website.</p> <p>Moved by E. Leslie, seconded by I. Kerr MOTION: That appropriate Board minutes be posted to the AMHS website. Carried</p>	
10.	<p>Joint Executive Directors' Report to the Board</p> <p>C. Ravnaas and B. Dean provided an overview of their Joint Executive Directors' report to the Board.</p>	
11.	<p>Other/New Business</p> <p>No other/new business.</p>	
12.	<p>Adjournment</p> <p>The meeting was adjourned at 3:45 on a motion by Dr. Morrison, seconded by E. Leslie.</p>	
13.	<p>Date of Next Meeting May 26, 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